



Moral imperative: ALL students will have an equal opportunity to prepare for college and/or careers with the support of highly qualified educators in a learning environment that is resource rich, safe, and welcoming.

Special School Board Meeting

July 10, 2025 at 5 p.m.

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Special School Board Meeting
July 10, 2025
John J. Hosmanek Educational Support Center
3600 52nd St.
Kenosha, WI 53144
5:00 p.m.

I. Pledge of Allegiance

II. Roll Call of Members

III. Review of Agenda Items for the July 22, 2025, Regular School Board Meeting

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- Administrative Regulation 6740 - Fundraising Permission Form
- Policy and Rule 6741 - Raffles

IV. Verbal Updates/Discussion

A. Revision to the 2025-2026 Instructional Calendar for Frank Elementary School

B. Safe School Resolution Collaboration Update

V. Views and Comments by the Public

VI. Adjournment

**Kenosha Unified School District
Kenosha, Wisconsin**

July 22, 2025

APPROVAL OF THE 2025-2026 HEAD START STATE SUPPLEMENTAL GRANT

The Head Start program provides comprehensive services in the areas of health, education, social services, and parent involvement for low-income preschool students and their families. Funding for the Head Start State Supplemental Grant for the 2025-2026 school year is \$323,866. Funds are utilized to serve students and their families in all program component areas as required in the Head Start Act and the Head Start Performance Standards.

Grant Title

Head Start State Supplemental Grant

Funding Source

State of Wisconsin - Department of Public Instruction

Grant Time Period

July 1, 2025 to June 30, 2026

Purpose

This state grant provides funding for 59 high-risk students who will be three or four years of age on or before September 1 of the school year. This grant serves the social/emotional, academic, and health needs of low-income three and four-year-old students and their families. Students who qualify must reside within the boundaries of Kenosha Unified School District. Head Start establishes a solid foundation for providing systematic and integrated comprehensive child development services, along with family engagement initiatives that enhance school readiness for young students and their families. This approach supports improved attendance rates, better academic performance, and higher graduation rates in later years.

Number of Students Served

59 eligible Head Start students

Relationship to District Goals

The Head Start approach to school readiness means that students are ready for school, families are prepared to support their children's learning, and schools are equipped to welcome students. Regulation 45 CFR Chapter XIII Part 1307 requires programs to establish school readiness goals that are appropriate for the ages and development of enrolled students. School readiness goals are defined as "the expectations of children's status and progress across the domains of language and literacy development, cognition and general knowledge, approaches to learning, physical health and well-being and motor development, and social and emotional development that will improve readiness for kindergarten goals" (Part 1307.2).

The school readiness goals for the Kenosha Unified School District Head Start are:

- Approaches to Learning: Students will demonstrate initiative, independence, interest, and curiosity in interactions with others and exploration of objects and people in their environment.

- Social and Emotional Development: Students will engage in and maintain positive peer relationships and interactions including cooperation and resolving conflicts.
- Language and Literacy: Students will demonstrate an understanding of narrative structure and information from the content.
- Cognition: Students will identify, describe, compare, and compose shapes.
- Perceptual, Motor, and Physical Development: Students will demonstrate the use of small muscles for purposes such as using utensils, self-care, building, writing, and manipulation.

Success in these areas will support each child's readiness for kindergarten. School readiness goals are measured using the research-based assessment system My Teaching Strategies: GOLD.

Fiscal Impact

Details are provided in the Fiscal, Facilities and Personal Impact Statement (Attachment A).

Program Services

Funding received through the 2025-2026 Head Start State Supplemental Grant will remain the same as the previous year. At this time no revisions to program services are anticipated. The number of Head Start students served will remain at 59 children. This state grant will cover the cost for:

- 1.7 teachers (percentages based upon Head Start vs. 4K enrollment in each class)
- 1 educational support professional
- 1 family service provider
- Supplies

Evaluation Plan

- Semi-annual Program Report to the Policy Council and School Board
- Progress toward KUSD Head Start school readiness goals will be monitored and included in the semi-annual program report to the Policy Council and School Board.
- Semi-annual program plan report to the Head Start regional office
- Head Start monthly reports (HS 22) to the Policy Council and School Board

Staff Persons Involved in Preparation of the Grant Application:

- Rhonda Lopez, Head Start Director - Kenosha Unified School District
- Karina Haebig, ERSEA Coordinator
- Annette Glazebrook, Education, and Disabilities Coordinator
- Jodee Rizzitano, Health Coordinator
- Julie King, Family Services/Mental Health Coordinator
- Deanna Hawlish, Data Specialist

Administrative Recommendation

Administration recommends that the Kenosha Unified School Board approves the 2025-2026 Head Start State Supplemental Grant in the amount of \$323,866.

Dr. Jeffrey Weiss
Superintendent of Schools

William Haithcock
Chief of School Leadership

Ms. Heather Connolly
Regional Coordinator of Leadership
and Learning Elementary

Ms. Rhonda Lopez
Principal of Chavez/Head Start Director

Kenosha Unified School District No. 1

Fiscal, Facilities and Personnel Impact Statement**Title:** Head Start State Supplemental Grant**Budget Year:** 2025-26**Department:** Early Education**Budget Manager:** Rhonda Lopez**REQUEST**

Approval from the KUSD School Board is requested to submit and implement the Head Start State Supplemental Grant for the 2025-2026 school year. The funding for this grant is \$323,866. It is designed to supplement the operation costs for the KUSD Head Start Program.

RATIONALE/ INSTRUCTIONAL FOCUS

This grant serves the social/emotional, academic, and health needs of low-income three and four-year-old students and their families. Students who qualify must reside within the boundaries of KUSD. The Head Start approach provides a foundation for implementing systemic and comprehensive child development services and family engagement efforts that lead to school readiness for young children. This supports stronger attendance rates, academic performance, and higher graduation rates in later years. The focus on parent/family engagement strengthens the connection between home and school from early on, and empowers parents to advocate for their children's education.

IMPACT

This supplemental grant will provide funding for classroom staff (depending on enrollment needs, 1.7 teachers, 1 educational support professional) to serve up to 59 children within the requirements of the Head Start Performance Standards and the Head Start Act. Additionally, funding from this grant will provide Head Start support staff (1 Family Service Provider) for Head Start families and funding for supplied for Head Start children (i.e., diapers, classroom materials, paper, copy costs, field trip costs).

BUDGET IMPACT

Object Level	Descriptive	Amount
100's	Salaries	\$174,372.00
200's	Fringes	\$148,806.00
300's	Purchased Services	\$0.00
400's	Non-Capital Objects	\$688.00
500's	Capital Objects	\$0.00

	TOTAL	\$323,866.00

This is a ☐ one-time or a ☒ recurring expenditure

FUNDING SOURCES
Select Funding Sources:
Head Start Supplemental Grant

Kenosha Unified School District
Kenosha, Wisconsin

July 22, 2025

KUSD School Safety Committee Update

At the December 10, 2024, regular school board meeting, it was noted that a committee would be formed to look at safety issues within the district. The intent of this report is to give the Board of Education an update in terms of the progress of that committee work.

The committee's work started by reviewing the safety initiatives that are currently in place within the district. The committee designated all of those security efforts as being efforts to improve internal or external security (or both). Internal security threats are posed by individuals who are a part of every-day operations at the school. Internal threats are the most common kind of threats that schools face. However, there are also external threats that are posed by others in the community who are not normally in attendance at the school. A strong safety and security plan should address both types of threats that schools face.

The committee also discussed new security initiatives that could be considered to improve the district's current plan. Similar to current strategies, these new ideas were categorized into internal initiatives, external (or both).

The committee recognizes that it isn't financially reasonable, nor necessary to adopt every initiative on the list. Unfortunately, the February 2025 referendum did not pass. In that referendum, there was funding for the remaining seven controlled entrances, that KUSD does not currently have in place, and other security measures. Therefore, the committee has not recommended completion of those projects in this report, but the Board of Education could always consider other funding options.

The first chart included in this report shows the security efforts that the district currently has in place. The second chart shows the new possible initiatives that the committee discussed and continues to consider. (Items that have strike-through are items that the committee currently did not rank within the committee's top options. Therefore, items that are not crossed out are still being discussed and considered.)

KUSD safety committee members include:

Dr. Jeffery Weiss – Superintendent
Mary Modder – Kenosha Unified School Board President
Robert Tierney – Kenosha Unified School Board Member
Sabrina Landry – Kenosha Unified School Board Member
William Haithcock - Chief of School Leadership
Patrick Finnemore – Director of Facilities
Steve Lockrem – Maintenance Supervisor
Kim Fischer – Regional Coordinator of KUSD High Schools
Michelle Santelli - Regional Coordinator of KUSD Middle Schools
Captain Aaron Dillhoff – Kenosha Police Department
Officer Ladonte Pittman – School Resource Officer – Indian Trail HS

Scott Kennow – Principal Indian Trail High School
 Mark Dzioba – Assistant Principal Bullen Middle School
 Cliff Johnson - Assistant Principal Tremper High School
 Matthew Tregellas – Assistant Principal Mahone Middle School

KUSD Current School Safety Initiatives		
Internal – Insider Threats	Both	External – Outside Threats
SRO officers in high schools	Zones/ EOP Plan (<i>Lock down, communication, reunification and mass dismissal</i>)	25 Secure Entrances in place (<i>Door monitors were added at other 7</i>)
Liaison Officers	Digital mapping of Schools	Single point entry for visitors. (Swipe card, camera, voice and buzzer)
Blue Box entry system for law enforcement in place at all schools.	I Love u Guys protocols in place and practiced	Raptor Visitor Management System
3M protective film on all main entrances and all entrances for MS and HS.	Overnight/ after-hours communication with law enforcement	Background checks for staff, volunteers, and chaperones.
STACK Member (multiple CSTAG trained staff at each building)	SUSO	
Dean of Students	Camera systems in all schools	
Counselors	Locked doors (<i>in good repair</i>)	
Social Workers	Virtual/ Anonymous threat investigation process	
Culture Coaches	Safety and Security walk-throughs	
Administrative Review Com.	ESP Security at MS & HS	
Alternative placement options (Hillcrest TIME/ Bridges/ SOAR, e-School)	ALICE practiced and in place	
AODA Programming		
E-Hall Pass System (at some)		
Second Step – (Grant funded – El – MS)		
Effective Schools Solutions (Grant funded)		
Community Liaison Program (Fund 80) MS & HS		
Alternative placement options (Hillcrest TIME/ Bridges/ SOAR, e-School)		
Building culture – SIP plan		
Gunshot Detectors		

Panic Buttons in offices – Classroom ability to call lock down.		
Blue Lockdown lights		
Vape Detectors		
Gang Prevention (<i>Fund 80 w/ BGCK</i>)		
WAIT (Anger management)		

Potential Additions/Options		
Internal – Insider Threats	Both	External – Outsider Threats
Recommended Now		
Each school develop (School Leadership approved) cell phone procedures	Interior doors locked and closed?	Increased <u>Safety and Security Window Film</u> on elementary secondary entrances
	Metal Detectors/ Wands + KUSD policy	
	Safer Schools Together (Worrisome online behavior contract)	
	Improve security at main/controlled entrances. (Additional camera view. Additional buzzer and card swipe system.)	
	Exterior door monitors	
	KUSD conduct a “hard corner” readiness assessment.	
Recommended for consideration at a future time		
	<u>Weapons detection system</u> at secondary school entrances	Add secure entrance to remaining 7 schools
	Extra security staff?	
	SRO at Middle Schools? (elementary coverage plan)	

Administration recommends the following actions (which are “no additional cost”):

- That KUSD update its practices mandating that all classroom doors, while the classroom is in use, will keep all classroom doors locked and closed unless that door is being used during ingress or egress.
- That all KUSD schools have a cell phone use procedure approved by the Office of School Leadership.
- That all KUSD schools develop protocols to use Raptor as the standard visitor management system, including the use of the “vendor” access software.
- That the KUSD Facilities Department start to conduct a multi-year study assessing the “hard corner” readiness in all KUSD classrooms.

Administration recommends the following actions (which have a “nominal cost”):

- Until funding is identified, it is recommended that KUSD continue to maintain door monitors at the seven schools that do not have a controlled entrance in place. (Bose, Curtis Strange, Forest Park, Harvey, Jeffrey, Lance, and Whittier.)
- That KUSD begin work to put in place a policy that allows administrators and deans to use metal detecting wands to aid in searches of students when reasonable suspicion of a weapon exists. (The Office of School Leadership and secondary schools would purchase a metal detecting wand, if they do not already own one.)
- That KUSD enter into an annual contract with Safer Schools Together in order to receive Worrisome Online Behavior (WOB) reports. (Estimate \$22,000 per year.)
- That the KUSD Facilities Department and the Office of School Leadership submit a “Critical Incident Stabilization Grant” to the Wisconsin DOJ OSS, not to exceed \$120,000, in order to purchase additional cameras, monitors, door buzzers, swipe card entry systems and exterior door latch monitors to improve security at our building entrances.
- That KUSD investigate the cost to add safety film to the remaining entrances at our elementary schools. (Currently, the main entrances have safety film applied in alignment with WI DOJ recommendations.)

Dr. Jeffrey Weiss
Superintendent of Schools

William Haithcock
Chief of School Leadership

Kenosha Unified School District
Kenosha, WI

July 22, 2025

English Language Arts K-5 Curriculum Review

In compliance with Act 20, Teaching and Learning has reviewed its elementary English Language Arts (ELA) Curriculum. This report includes an overview of the elementary ELA curriculum, instructional resources aligned to Tier 1 instruction, teacher and student goals, and celebrations of the implementation of the components of ELA and Act 20.

The district's literacy curriculum is grounded in an evidence-based approach that prioritizes systematic and explicit instruction across all essential components of reading and writing. Instruction is intentionally structured to support phonological awareness, phonics, fluency, vocabulary, comprehension, and writing development. The rich resources equip educators with a cohesive and research-aligned framework to support all learners in becoming proficient readers and writers.

The district's approach to reading instruction supports the development of language comprehension and oral language through purposeful, evidence-based practices such as read alouds and shared reading. These instructional practices work in tandem to deepen students' understanding of language and text, laying a strong foundation for independent reading success.

The district's reading instruction framework includes independent reading and small group instruction as essential components that support student growth and skill application. Together, these practices ensure students receive both the autonomy to grow as readers and the focused support necessary to advance their reading proficiency.

The district's writing and language instruction is grounded in explicit, developmentally appropriate teaching that supports foundational and advanced literacy skills. Across the ELA curriculum, including reading, writing, phonics, and word study, students engage in varied writing tasks that differ in length and complexity. Writing is purposefully connected to content, including writing about reading, interactive writing tied to shared texts, and research-based writing, ensuring students apply their learning in meaningful and authentic ways.

This is an informational item, no action is needed.

Dr. Jeffery Weiss
Superintendent of Schools

Mrs. Wendy Tindall
Chief Academic Officer

Mary Hoover
Coordinator of English Language Arts Elementary

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**Kenosha Unified School District
Kenosha, Wisconsin**

July 22, 2025

ACT 55–NOTICE OF ACADEMIC STANDARDS

Background

On July 12, 2015, the Wisconsin 2015-17 State Budget Bill, Act 55, was signed into law. It requires Kenosha Unified School District to provide the parents and guardians of all enrolled students with notice of the academic standards in mathematics, science, reading, writing, geography, and history that have been adopted by the school board and that will be in effect during each school year.

2025-26 District Academic Standards

Accordingly, the district academic standards that will be in effect in these specific content areas for the 2025-26 school year are listed below. Electronic links to the detailed version of the applicable standards are provided pursuant to section 120.12(13) and section 118.30(1g)(a)1 of the state statutes.

CURRICULAR AREA	ACADEMIC STANDARDS	REFERENCE LINK
Early learning	Wisconsin Model Early Learning Standards	Early Learning Standards Wisconsin Department of Public Instruction In early education the district has adopted the use of Teaching Strategies Objectives for Development and Learning to document and report student progress. The Teaching Strategies Objectives for Development and Learning are aligned with Wisconsin Model Early Learning Standards.

CURRICULAR AREA	ACADEMIC STANDARDS	REFERENCE LINK
English language arts (includes reading and writing)	Wisconsin Academic Standards for English Language Arts	Wisconsin Standards for English Language Arts In kindergarten through fifth grade, the district has adopted standards-based grading in English language arts. Student progress reports reflect a summarized version of the relevant academic standards established for the content area. Copies of the typical progress reports applicable to each marking period in each grade can be reviewed by contacting the Office of Teaching and Learning.
Mathematics	Wisconsin Academic Standards for Mathematics	Wisconsin Standards for Mathematics In kindergarten through fifth grade, the district has also adopted standards-based grading in mathematics. Student progress reports reflect a summarized version of the relevant academic standards established for the content area. Copies of the typical progress reports applicable to each marking period in each grade can be reviewed by contacting the Office of Teaching and Learning.
Science	Next Generation Science Standards	Get to Know the Standards Next Generation Science Standards In kindergarten through fifth grade, the district has also adopted standards-based grading in science. Student progress reports reflect a summarized version of the relevant academic standards established for the content area. Copies of the typical progress reports applicable to each marking period in each grade can be reviewed by contacting the Office of Teaching and Learning.

CURRICULAR AREA	ACADEMIC STANDARDS	REFERENCE LINK
Social studies	Wisconsin Academic Standards for Social Studies	Wisconsin Standards for Social Studies In kindergarten through fifth grade, the district has also adopted standards-based grading in social studies. Student progress reports reflect a summarized version of the relevant academic standards established for the content area. Copies of the typical progress reports applicable to each marking period in each grade can be reviewed by contacting the Office of Teaching and Learning.

Additionally, with regard to emphasizing content area literacy in all subjects, the Kenosha Unified School District has adopted the Common Core Standards for Disciplinary Literacy. A link to this additional resource is: [Literacy in all Subjects | Wisconsin Department of Public Instruction](#).

Recommendation

Administration recommends that the Board of Education approve the annual declaration and parent notice of the district's student academic standards that will be in effect for the 2025-26 school year at the July 22, 2025, board meeting.

Dr. Jeffrey Weiss
Superintendent of Schools

Mrs. Wendy Tindall
Chief Academic Officer

Mrs. Stacy Cortez
Coordinator of Elementary Math
and Science

Mrs. Mary Hoover
Coordinator of Reading and Elementary
Social Studies

Mr. Che Kearby
Coordinator of Secondary English
Language Arts and Social Studies

Mrs. Jennifer Lawler
Coordinator of Secondary Math
and Science

Ms. Rhonda Lopez
Principal of Chavez Learning Station

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

July 22, 2025

Educational Support Professional (ESP)
Tier 3 Compensation Review

Background

Over the past several years it has become apparent that the pay to compensate Special Education Educational Support Professionals (ESPs) has not kept up with demand. The district has found it increasingly difficult to recruit for this position with the current number of vacancies running at approximately 18 positions.

Recommendation

The district recommends that the Board approve an increase of \$1 to each level (step) on Tier 3 of the ESP salary schedule for the 2025-2026 salary table. This change will be incorporated in any future changes the Board may approve to the full ESP salary table. The Fiscal impact to this recommendation would be approximately \$290,000, with some of the costs being covered by non-operational funding sources.

Dr. Jeffrey Weiss
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Kevin Neir
Chief Human Resources Officer

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

July 22, 2025

Holiday Reinstatement for 10-Month, Benefit-Eligible, Non-Contracted Employees

Background

District 10-month, benefit-eligible, non-contracted employees in the ESP, Interpreter, ASP, and Service groups used to receive holiday pay for the day before Christmas Day and the day before New Year's Day in accordance with the last Collective Bargaining Agreement (CBA). When the district moved away from CBAs, that benefit was removed from these employee groups.

Recommendation

The district recommends that the Board reinstate the benefit of the day before Christmas Day and the day before New Year's Day for 10-month, benefit-eligible, non-contracted employees as it had been prior to its removal. The fiscal impact to this recommendation would be approximately \$139,000, with some of the costs being covered by non-operational funding sources.

Dr. Jeffrey Weiss
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Kevin Neir
Chief Human Resources Officer

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Kenosha Unified School District
Kenosha, Wisconsin

July 22, 2025

APPROVAL OF EXPULSION INDEPENDENT HEARING OFFICERS

Administration brings forth a recommendation concerning the appointment of Hearing Officers to assist the District with any expulsion hearings for the upcoming 2025-2026 school year. Hearing Officers are part time employees that are called upon when needed for expulsion hearings and are paid \$100 for the first hour and \$25 for every 15 additional minutes after the first hour not to exceed \$300 for each hearing.

Therese Freiberg handled the majority of the expulsion hearings from the 2024-2025 school year and will continue to serve as our main hearing officer. Mrs. Titus and Mr. Rupnow, who were added as KUSD hearing officers in April of 2022, will continue to serve as back-up/secondary hearing officers for the 2025-2026 school year and thereafter.

Therese Freiberg

Ms. Freiberg earned her bachelor's degree from UW Madison in 1987 and earned her doctorate of law from Marquette University in 1990. For over twenty years, Ms. Freiberg served as an attorney for Milwaukee Public Schools (MPS). In her time with MPS she acted as the Director of Employment Relations, Administrative Law Specialist, and EEOC Compliance Supervisor. Ms. Freiberg was frequently involved in employee complaints, grievances and supported student expulsion hearings frequently.

Michael Rupnow

Mr. Rupnow started his career as a physical education and health teacher in the Friess Lake School District. He then became the Activities Director, Racine Park High School before serving as an Assistant Principal at Bradford High School, Park High School and Starbuck Middle School. Also, Mr. Rupnow has served as the directing principal of Racine's Knapp Elementary School. In 2011, Mr. Rupnow retired from full time work and has since served the district part time as a substitute administrator. In 2019, Mr. Rupnow began serving as an Independent Hearing Officer for Racine Unified Schools and continues to serve Racine in this capacity.

Gayle Titus

Mrs. Titus has a Bachelor of Science degree from West Virginia University and a Master of Science from UW-Milwaukee. She was a teacher for twenty-six years in both West Virginia and Wisconsin. Her administrative experience (14 years) was exclusively in the Racine Unified School District. Since her retirement in 2014, she has served as a long-term administrative sub in several schools in RUSD. She has also worked as an independent hearing officer since October 2021 in Racine.

Administrative Recommendation

Administration recommends that the Board of Education re-authorize the appointment of Therese Freiberg, Gayle Titus and Michael Rupnow as Hearing Officers for the purpose of expulsion hearings for the 2025-2026 school year at the rate of \$100 for the first hour and \$25 for every 15 additional minutes after the first hour not to exceed \$300 per hearing.

Dr. Jeffrey Weiss,
Superintendent of Schools

William Haithcock
Chief of School Leadership



**RESOLUTION TO AUTHORIZE INDEPENDENT HEARING OFFICERS TO
DETERMINE PUPIL EXPULSIONS FOR THE 2025-2026 SCHOOL YEAR**

WHEREAS, pursuant to Section 120.13(1)(e) of the Wisconsin Statutes, a school board may adopt a resolution authorizing independent hearing officers appointed by the school board to determine pupil expulsions from school under Wis. Stat. §§ 120.13(1)(e)2. through 120.13(1)(e)4.; and

WHEREAS, such a resolution authorizing the use of an independent hearing officer to determine pupil expulsion is effective only during the school year in which it is adopted; and

WHEREAS, the Board of Education of the Kenosha Unified School District desires to authorize the use of independent hearing officers, to determine pupil expulsions for the 2025-2026 school year;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE KENOSHA
UNIFIED**

SCHOOL DISTRICT that, pursuant to Wis. Stat. § 120.13(1)(e), the Board of Education authorizes independent hearing officers appointed by the Board of Education to determine pupil expulsion matters for the 2025-2026 school year; and

BE IT FURTHER RESOLVED that the Board of Education shall, by motion, appoint one or more individuals who, in the judgment of the Board, are qualified to serve in the capacity of an independent hearing officer under Section 120.13(1)(e) of the Wisconsin Statutes; and, thereafter, the Superintendent or any administrative designee of the Superintendent may select any individual who has been so appointed to hear and determine, subject to the Board of Education's review of any expulsion order, any pupil expulsion matter that arises in the school year in which this Resolution is effective.

BE IT FURTHER RESOLVED that the officers, employees, and agents of the Kenosha Unified School District are authorized and directed, to the extent consistent with applicable law and Board of Education policy, to do any and all things reasonably necessary to accomplish the purposes of this Resolution.

BE IT FURTHER RESOLVED that the Kenosha Unified School District Board of Education approve, Therese Freiberg, Michael Rupnow and Gayle Titus as Expulsion Independent Hearing Officers for the 2025-2026 school year as filed with the secretary to the Board of Education.

This Resolution was adopted by the Board of Education at their regular board meeting held on the 22nd day of July, 2025.

Kenosha Unified School District
BOARD OF EDUCATION

Mary Modder, Board President

Todd Price, Board Clerk

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KENOSHA UNIFIED SCHOOL DISTRICT
Kenosha, Wisconsin

July 22, 2025

Renewal of Southeastern Wisconsin School Alliance (SWSA) Membership

For the past twenty-two years, the District has participated in the Southeastern Wisconsin School Alliance (SWSA), which provides school leaders and parents with objective, non-partisan information and training needed to be strong advocates for educational excellence. The SWSA serves 26 urban and suburban school districts with a combined enrollment of approximately 180,000 students (about 22% of Wisconsin public school students).

The mission of the Southeastern Wisconsin School Alliance is to advocate for the benefit of all students by driving education policies supporting strong public schools to ensure world-class practices, economic vitality, and community well-being.

The SWSA supports the mission through the following tiered approach:

- Develop and implement key strategies to advocate for sound education policy
- Raise the impact of SWSA by identifying and developing mutually beneficial partnerships
- Continue to strengthen the SWSA business model by supporting school districts and their communities
- Leverage research to drive educational practice and advocacy

The SWSA meets at least once a month, and the annual membership fee is increasing by \$500 annually from \$3,200 to \$3,700. Attachment A is the letter from the fiscal agent, the required resolution to be approved by the Board to participate in the alliance, and the 66.0301 Agreement, which authorizes the School District of South Milwaukee as the fiscal agent to manage the SWSA funds. Attachment B is the 2025-26 Proposed Annual Budget for the SWSA, the projected participating member school districts, and the member payment schedule.

RECOMMENDATION

Administration recommends that the Board approve the attached resolution and membership in SWSA for the 2025-2026 fiscal year for \$3,700 and the authorization of Board Officers and District Administration to execute any documents related to the renewal.

Dr. Jeffrey Weiss
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

Date: June 10, 2025

TO: SOUTHEASTERN WISCONSIN SCHOOLS ALLIANCE
District Members

FROM: Daniel Arnold, Director of Business Services
South Milwaukee – Fiscal Agent

SUBJECT: SWSA 2025-26 Agreement

The attached packet for the Southeastern Wisconsin Schools Alliance includes:

1. Resolution (check appropriate box and return)
2. 66.0301 Agreement (sign and return)
3. Proposed Annual Budget for SWSA
4. Payment Schedule
5. Participant Listing

NOTE:

1. The resolution should be presented to your school board for approval, the appropriate box checked and returned to our district.
2. The 66.0301 Agreement must be signed and returned to our district.
3. The SWSA Annual Report will be emailed directly to each participant in June 2025

If you have any questions, please contact Katrina Haack – khaack@sdsd.k12.wi.us
phone #414-766-5020.

RESOLUTION

SOUTHEASTERN WISCONSIN SCHOOLS ALLIANCE

BE IT RESOLVED that the School District of South Milwaukee retain Hubbard, Wilson & Zelenkova, for the period of July 1, 2025 through June 30, 2026 as Legislative Counsel on a cooperative basis with the other school districts that are members of the Southeastern Wisconsin Schools Alliance, regarding matters of mutual interest as determined by the Alliance, including but not limited to, constitutional limitations on and legislative decisions related to funding for education, research, public awareness and information sharing.

BE IT FURTHER RESOLVED that the District share the fees for these services, plus reasonable and necessary expenses, with the other school districts that are members of the Southeastern Wisconsin Schools Alliance on the basis of:

Dues (Check One):

☐ \$3,700 annual fee for school districts participating in Southeastern Wisconsin Schools Alliance

☐ Not participating

☐ _____ School District

Southeastern Wisconsin Schools Alliance Agreement
(Section 66.0301)

Pursuant to a resolution adopted by school districts participating in the Southeastern Wisconsin Schools Alliance (SWSA):

Participating school districts hereby mutually agree, pursuant to Section 66.0301 of the Wisconsin Statutes, to the following conditions:

1. That said parties agree and contract with Hubbard, Wilson & Zelenkova, to serve as Legislative Counsel for the Southeastern Wisconsin Schools Alliance as hereinafter set forth;
2. That the School District of South Milwaukee is to be the operator and fiscal agent of the Southeastern Wisconsin Schools Alliance;
3. That the fiscal agent district shall establish and maintain records in accordance with the uniform financial accounting system prescribed by the Department of Public Instruction;
4. That the pro-ration of costs will be assessed equally to each participating school district as provided in the authorizing resolution;
5. That the estimated budget and plan of operation for this cooperative shall be approved in advance to contract signing by all school district parties hereto;
6. That variations from the budget will require prior approval of all school district parties hereto;
7. That the fiscal agent agrees to file the required financial reports with the Department of Public Instruction;
8. That attached hereto and incorporated herein by reference are the budget, the plan for operation and plan of payments to said operator of fiscal agent by each school district.


School District

School Board President

School Board Clerk

Date

SCHOOL DISTRICT OF
SOUTH MILWAUKEE


By

Director of Business Services
Title

6/10/2025
Date

2025-26 PROPOSED ANNUAL BUDGET

SOUTHEASTERN WISCONSIN SCHOOLS ALLIANCE (SWSA)

June 10, 2025

EXPENSES:	PROPOSED BUDGET
Executive Director	\$ 54,000.00
Legislative Liaison Team	\$ 34,125.00
Special SWSA Projects (communications, etc.) , fees for fiscal agent	\$ 5,500.00
Website / Tech Services	\$ 939.78
Travel Expenses	\$ 500.00
Supplies	\$ 500.00
Dues/Memberships, Other Potential Opportunities	\$ 850.00
Replenish Reserves	<u>\$5,335.22</u>
TOTAL EXPENSES	<u><u>\$ 101,750.00</u></u>
REVENUES:	PROPOSED BUDGET
Fees from Participating School Districts (based on 28 members)	<u>\$ 101,750.00</u>
TOTAL REVENUE	<u><u>\$ 101,750.00</u></u>
USE OF RESERVES:	\$ -

Basis for Prorating Costs: Equal distribution among member districts based upon 66.0301.

2025-26 Southeastern Wisconsin Schools Alliance Projected Participant Listing:

District	SWSA Fee
Brown Deer School District	\$3,700.00
Burlington School District	\$3,700.00
Cudahy School District	\$3,700.00
Elkhorn School District	\$3,700.00
Elmbrook School District	\$3,700.00
Fox Point / Bayside School District	\$3,700.00
Franklin School District	\$3,700.00
Glendale / River Hills School District	\$3,700.00
Grafton School District	\$3,700.00
Greendale School District	\$3,700.00
Greenfield School District	\$3,700.00
Hamilton School District	\$3,700.00
Kenosha Unified School District	\$3,700.00
Mequon / Thiensville Schools District	\$3,700.00
Milwaukee Public Schools	\$3,700.00
Nicolet School District	\$3,700.00
Oak Creek / Franklin School Districts	\$3,700.00
Oconomowoc School District	\$3,700.00
Pewaukee School District	\$3,700.00
Port Washington-Saukville School District	\$3,700.00
Racine Unified School District	\$3,700.00
Saint Francis School District	\$3,700.00
Shorewood School District	\$3,700.00
South Milwaukee School District	\$1,850.00
Wauwatosa School District	\$3,700.00
West Allis / West Milwaukee School District	\$3,700.00
Whitefish Bay School District	\$3,700.00
Whitnall School District	\$3,700.00
Total	\$ 101,750

PAYMENT SCHEDULE

SOUTHEASTERN WISCONSIN SCHOOLS ALLIANCE

July 1, 2025 – June 30, 2026

Each member District will remit payment to the School District of South Milwaukee, Fiscal Agent, as follows:

There will be a one time payment due no later than September 19, 2025.

All Districts:

- | | | |
|----|--------------------|-------------------|
| 1. | September 19, 2025 | <u>\$3,700.00</u> |
|----|--------------------|-------------------|

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Kenosha Unified School District
Kenosha, Wisconsin

July 22, 2025

REVISIONS TO FINANCE-RELATED POLICIES: POLICY AND RULE 1500 – SOLICITATIONS/FUNDRAISING, POLICY AND RULE 3321 – STUDENT ACTIVITY FUNDS, POLICY AND RULE 6740 – STUDENT FUNDRAISING ACTIVITIES, ADMINISTRATIVE REGULATION 6740 – FUNDRAISING PERMISSION FORM, AND POLICY AND RULE 6741 - RAFFLES

Policies and Rules 1500, 3321, 6740, 6741, and Administrative Regulation 6740 are all related to fundraising and accounting items associated with fundraising activities. These policies set the parameters needed to gain prior approval before any such activities can occur and define the processes that must be followed when these activities occur using any name or likeness associated with the District.

In conjunction with the Office of School Leadership, the Office of Finance is working to update some of the approval and accounting processes associated with fundraising that occurs both within the District and in public. This includes replacing static rules and regulations with online procedure manuals and electronic forms used for data collection; therefore, Rule 6740 – Student Fundraising Activity Guidelines, Rule 6741 – Raffles Guidelines, and Administrative Regulation 6740 - Fundraising Permission Form would be removed and replaced with electronic versions. The updates being recommended are not substantial in nature and center around clarifying procedures that are already in place.

Recommendation

Administration recommends that the Board approve the revisions to Policies and Rules 1500, 3321, 6740, 6741 along with the removal of Rule 6740, 6741, and Administrative Regulation 6740 as first readings on July 22, 2025, and as second readings on August 26, 2025, to be effective August 26, 2025.

Dr. Jeffrey Weiss
Superintendent of Schools

Tarik Hamdan
Chief Financial Officer

William Haithcock
Chief of School Leadership

Lisa Salo
Accounting Manager

POLICY 1500 – SOLICITATIONS/FUNDRAISING

General solicitation of funds from students attending District schools shall not be permitted except as specifically authorized by the School Board.

Solicitation of funds from teachers and other Board employees through District personnel or District channels shall not be permitted unless authorized in advance by the Board. ~~Voluntary employee contributions for special purposes, on a one-time basis, may be approved by the Superintendent,~~ Superintendent, and/or his/her~~their~~ designee.

No individuals or groups shall raise funds in the name of the District or by using the name of any individual school in the District without permission of the Superintendent and/or his/her~~their~~ designee. Such fundraising shall be conducted only as specified under established District policies and rules and shall not violate any state or local laws. No third-party agency or organization shall be used to solicit on behalf of a school without the written consent of the Superintendent and/or his/her~~their~~ designee. An accurate accounting of all ~~District-approved~~ District-approved funds raised, expenses incurred, and disbursements made by individuals, groups, third-party agencies, or organizations shall be kept in an appropriate manner.

LEGAL REF.: Wisconsin Statutes

- Sections 103.23 [Minor student involvement in fundraising activities]
- 118.12 [Sales/promotions on school premises]
- 120.13 [Board power to do all things reasonable for the cause of education]

CROSS REF.:

- 1212, Non-English Language Version Printed Materials
- 1330, Facilities Use
- 1400, Gifts, Grants, and Bequests
- 1510, Advertising/Promotions
- 1600, Visitors
- 1812, Relations with Parent-Teacher Organizations
- 5127, Photographing Elementary Students
- 5580, School Wellness
- 6740, Student Fundraising Activities
- 6741, Raffles

ADMINISTRATIVE REGULATIONS: 6740, Student Fundraising Form

AFFIRMED: December 28, 1990

REVISED:

- February 25, 2003
- December 19, 2006
- February 27, 2018
- August 26, 2025

Rule 1500 – Solicitations/Fundraising

Public Solicitations of Employees

Requests for solicitation of funds from employees by organizations shall be submitted to the Superintendent and/or ~~his/her~~**their** designee, who will submit such requests to the School Board with recommendations. The Kenosha County United Way and the Education Foundation of Kenosha have Board authorization to solicit funds from employees, including through **voluntary** payroll deductions, provided that the deductions are expressly authorized by the participating employee on an annual basis or until withdrawn, in writing, by the employee.

Fundraising by Members of the Public Involving the **District and its Schools**

Any fundraising **by a third-party agency or organization** in the name of the District or any individual school or department shall begin and be conducted only with the knowledge and approval of the Superintendent and/or ~~his/her~~**their** designee. A fundraising permission form must be completed **by an authorized member of the third-party** and **be submitted to the principal and/or designee** before approval is granted. **The principal and/or designee shall evaluate the request and judge its validity on the basis of the use of funds, the potential profitability of the event(s), the frequency of event(s) and any potential conflict with other fundraising events.**

~~In accordance with Board policy, a~~**An accurate accounting of all funds raised, expenses incurred and disbursements made shall be kept by the third-party agency or organization. Upon request, a written audit report shall be submitted to the Office of Finance. After reviewing the report, the Chief Financial Officer may require a certified independent audit. in an appropriate manner. At the end of the fiscal year, a written audit report shall be submitted to the Office of Finance and, upon review of the report, the Chief Financial Officer may require a certified independent audit. Any group disputing the decision of the Chief Financial Officer may appeal that decision to the Superintendent and/or his/her designee.**

~~If a n individual or group~~**third-party agency or organization** fails to adhere to best practices and to the Board Policies, **Rules governing donations/fundraising and District procedures governing fundraising in the District,** the District may consider withdrawing the **third-party agency or permission organization's permission** to raise funds in the name of the District or an individual school **for any current or future fundraising activities. Furthermore, and the District may take other actions,** as appropriate.

POLICY 3321 – STUDENT ACTIVITY FUNDS

Funds of all student groups or organizations, shall be ~~maintained~~ **monitored** by ~~Financial Services~~ **the Office of Finance**

Funds of secondary school student groups or organizations that are not subsidized by District funds, or funds raised for activities of such groups or organizations, shall be maintained in separate accounts ~~at the individual school~~ and administered by the building principal. A complete and accurate accounting of such funds shall be kept by the principal.

Student activity funds shall be collected, deposited, and disbursed in accordance with established District procedures. Funds raised by students shall be used for the benefit of students, the school, or charitable purposes.

An audit of all student activity funds shall be made at the same time as the annual audit of District funds. The cost of such audit shall be borne by the District.

LEGAL REF.:

- Wisconsin Statutes
 - Sections 120.14(1) [Audit of school district accounts]
 - 120.16(2) [Board treasurer duty; receive extracurricular activity funds]

CROSS REF.:

- 3121 Financial Accounting
- 3124 Financial Audits
- 3240 Investments
- 3310 Depository of Funds
- 3311 Authorized Signatures
- 3340 Monies in the School Buildings
- 6710 School Organizations
- 6740 Student Fundraising Activities
- 6741 Raffles
- WUFAR Accounting Handbook

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: August 13, 1991

REVISED:

- October 28, 2003
- December 18, 2007
- **August 26, 2025**

Rule 3321 – Student Activity Funds

1. Secondary schools, and those elementary schools managing their own student activity accounts that have activity funds collected in excess of \$250, shall deposit such funds within 24 hours in their designated depository. The building principal shall be responsible for any expenditure of these funds. Expenditures shall be consistent with School Board policy. Funds will be transferred from their designated depositories to ~~Financial Services~~ **the Office of Finance** in accordance with established procedures.
2. All elementary schools not managing their own activity accounts that have activity funds collected in excess of \$250 shall deposit such funds within 24 hours in their designated depository. Expenditure of these funds will be made by ~~Financial Services~~ **the Office of Finance**, only upon written authorization of the principal or District departmental administrator. Expenditures shall be consistent with Board policy. Any elementary principal wishing to change the designation of their school's activity fund may do so by submitting a memo to ~~Financial Services~~ **the Office of Finance** by September 15 of any school year. ~~By the first Board meeting in October, a report will be taken to the Board on these elementary school activity fund changes.~~
3. No direct purchase of equipment shall be made from student activity funds. Purchase of equipment must be processed through the Purchasing Agent.

POLICY 6740 – STUDENT FUNDRAISING ACTIVITIES

When authorized by the Superintendent and/or ~~his/her~~**their** designee, students may, under adult supervision, raise funds for ~~school-related~~**school-related** purposes. Such fundraising shall be conducted as specified under the regulations of the District and shall not be conducted in any manner that would violate state or local ordinances.

Funds raised for the benefit of the ~~District~~ or ~~a~~ school where activities are subsidized by District funds shall be maintained by the Office of Finance and shall be disbursed in accordance with established procedures.

Funds raised for the benefit of school groups ~~or organizations~~ or for school activities where such groups, ~~organizations~~ or activities are not subsidized by District funds shall be maintained in separate accounts ~~at the individual school and~~ administered by the principal of each school, who shall make complete and accurate accounting for such funds.

External Organizations (e.g., Parent Teacher Organizations (PTO), Booster Clubs, etc.) are not part of the District or the District's accounting records.

Fundraising activities shall be classified under three headings:

1. **Student Fundraising Within the School** – requests for fundraising within the school by students for the benefit of school groups shall be approved or rejected by the principal.
2. **Student Fundraising in Public** – requests for fundraising by students, student groups, or activities to the public shall be approved or rejected by the principal.
3. **External Parties Fundraising in Public** – requests for fundraising by external entities (i.e., PTO, Booster Clubs, etc.) to the public shall be approved or rejected by the principal. If approved by the principal, then a second approval from the Superintendent or their designee (i.e., Chief of School Leadership) is required.

A student under the age of 12 will be permitted to participate in a school fundraising activity only with the written approval of his/her parent(s)/guardian(s). Students under nine years of age must be physically accompanied by an adult or a person who is 16 years of age or older when working in a school fundraising activity.

If a student activity group, student, or employee fails to adhere to the Board Policies, Rules, and District procedures governing fundraising, the District may consider withdrawing permission to raise funds for any current or future fundraising activities. Furthermore, the District may take other actions, as appropriate.

If an external organization (e.g., PTO, Booster Club, etc.) fails to adhere to the Board Policies, Rules, and District procedures governing fundraising, the District will withdraw permission to raise funds for any current or future fundraising activities. Furthermore, the District may take other actions, as appropriate.

LEGAL REF.:

- Wisconsin Statutes

- Section 103.23 [Participation in fundraising activities by children under 12]
- 118.12 [Sale of goods or services at schools]

CROSS REF.:

- 1500, Solicitation/fundraising
- 1400, Gifts, Grants, and Bequests
- 3340, Monies in School Buildings
- 6700, Extracurricular Activities and Programs
- 6710, School Organizations
- 6741, Raffles

ADMINISTRATIVE REGULATIONS: 6740, Fundraising Permission Form

AFFIRMED: December 28, 1990

REVISED:

- January 29, 2002
- February 27, 2018
- August 26, 2025

Rule 6740 – Student Fundraising Activity Guidelines

~~ADMINISTRATIVE REGULATION~~

~~ADMINISTRATIVE REGULATION 6740- FUNDRAISING PERMISSION FORM~~

Name of School: _____

Check One: _____ School Community Fundraising (e.g., pizza, products, car washes,
advertising in programs) — Requires approval of principal
_____ Community at large/business (e.g., advertising, large signs) — Requires
approval of principal and Superintendent of Schools/designee
_____ Raffles — Requires approval of principal and Superintendent and /or
designee; also complies with state law

Fundraising _____ Project: _____
_____ Requesting _____

Organization/Class/Club _____
Number of _____ Sellers/Promoters: _____

_____ Date(s) _____ of
Fundraising/Activity/Event: _____ to _____

Supplies/Product/Service/Activity: _____
Cost of Product/Service/Activity: _____

Markup Percentage: _____

Expected Revenue: Gross _____ Net _____

Purpose for which funds will be used: _____

Does item meet USDA guidelines? _____ If not, Exception #1 _____ #2 _____

Will the item create a litter problem? _____ If so, the following remedial steps will
be taken: _____

Signatures: _____

Organization/Club Advisor/Teacher

Date

Principal Approval

Date

Superintendent/Designee Approval

Date

Comments: _____

- Attached is letter to parents regarding the fundraiser and requesting parent permission.
- Attach Calculator Results.
- Keep all Permission Forms/Calculator Results at school for three (3) years.
- Calculator can be found at:

https://schools.healthiergeneration.org/focus_areas/snacks_and_beverages/smart_snacks/product_calculator/

~~KENOSHA UNIFIED SCHOOL DISTRICT NO. 1~~
~~KENOSHA, WISCONSIN~~

~~POST-FUNDRAISING FORM~~

Name of School: _____ Date: _____

Item Sold: _____

Vendor's Name and Address: _____

~~Sales Price~~ _____ ~~Number of Items Purchased~~

_____ = _____

~~Actual Receipts~~ _____ = _____

~~Variance~~ _____ = _____

~~Explanation of Variance:~~ _____

~~Analysis of Project (i.e., Product Quality, Salability, Profit, Service, etc.):~~

Advisor: _____

~~REGULACION ADMINISTRATIVA~~

~~REGLAMENTO ADMINISTRATIVO 6740- FORMULARIO DE PERMISO DE RECAUDACIÓN DE FONDOS~~

Nombre de Escuela: _____

Marque uno: _____ Recaudación de fondos de la comunidad escolar (p. Ej., Pizzas, productos, lavados de autos, publicidad en programas) _____ Requiere aprobación del director.

_____ Comunidad en general / negocios (por ejemplo, publicidad, letreros grandes) _____ Requiere aprobación del director y el Superintendente de Escuelas / designado.

_____ Sorteos: Requiere la aprobación del director y el Superintendente y / o su designado; también cumple con la ley estatal.

Proyecto de recaudación de fondos: _____

Organización solicitante / Clase / Club: _____

Número de vendedores / promotores: _____

Fecha (s) de recaudación de fondos / Actividad / Evento: _____ a _____

Suministros / Producto / Servicio / Actividad: _____

Costo del producto / servicio / actividad: _____

Porcentaje de marcado: _____

Los ingresos esperados: Bruto _____ Neta _____

Propósito para el cual se utilizarán los fondos: _____

¿El artículo cumple con las pautas del USDA? Si no, excepción #1 _____ #2 _____

¿El artículo creará un problema de basura? _____ Si es así, se tomarán los siguientes pasos correctivos: _____

Firmas: _____

Organización / Asesor del club / Profesor

Fecha

Aprobación del director

Fecha

Aprobación del Superintendente / designado

Fecha

Comentarios: _____

- Se adjunta una carta a los padres con respecto a la recaudación de fondos y solicitando permiso de los padres.
- Adjuntar resultados de la calculadora.
- Mantenga todos los formularios de permiso / resultados de la calculadora en la escuela durante tres (3) años.
- La calculadora se puede encontrar en: https://schools.healthiergeneration.org/focus_areas/snacks_and_beverages/smart_snacks/product_calculator/

DISTRITO ESCOLAR UNIFICADO DE KENOSHA
KENOSHA, WISCONSIN
FORMULARIO POSTERIOR A LA RECAUDACIÓN DE FONDOS

Nombre de Escuela: _____ Fecha: _____

Artículo Vendido: _____

Nombre y Dirección del Vendedor: _____

Precio de Venta	Número de artículos comprados	=
_____	_____	_____

Recibos Actuales _____ = _____

Varianza _____ = _____

Explicación de la Varianza: _____

Análisis del proyecto (es decir, calidad del producto, capacidad de venta, beneficio, servicio, etc.):

Avisador: _____

POLICY 6741 – RAFFLES

Raffles may be conducted by District schools or departments in accordance with state and federal laws and with the approval of the Superintendent and/or ~~his/her~~their designee. **District schools, activities, or departments that wish to conduct a raffle shall submit a fundraising permission form to the Superintendent and/or their designee for approval before the raffle begins. The raffle will be conducted under a State of Wisconsin license issued to the district, school, department, or organization asking for permission.**

LEGAL REF.:

- Wisconsin Statutes
 - Section 118.12 [Sales or promotions in the schools]
 - Chapter 563 [Raffle control]

CROSS REF.:

- 1500, Solicitation/Fundraising
- 1510, Advertising/ Promotions
- 6740, Student Fundraising Activities

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: August 13, 1991

REVISED:

- January 29, 2002
- February 27, 2018
- **August 26, 2025**

Rule 6741 – Raffles Guidelines

~~Requests by District schools or departments that wish to conduct a raffle shall be submitted to the Chief Financial Officer.~~submit a fundraising permission form to the principal or respective department supervisor for approval before the raffle begins.. Each request must identify whether the raffle will be conducted under an existing license issued to the District, school/department or to another eligible organization, and must provide the following information:

- ~~1. Whether the proposed raffle will be a Class A raffle, in which tickets are sold other than on the day of the drawing and distributed when sold; or a Class B raffle where all the tickets will be either sold or distributed only on the day of the drawing;~~
- ~~2. Verify that all tickets sold have an equal opportunity to be drawn as the winning ticket in the raffle;~~
- ~~3. Designate a person or persons responsible for conducting the raffle consistent with state law requirements;~~

~~Appropriateness of the raffle and the purpose of the funds to be raised will be considered by the Chief Financial Officer.~~reviewer in granting approval. Also, the overall limit of raffles allowed by state

~~law in the District per calendar year will be monitored by each raffle license holder the Chief Financial Officer.~~

~~When the raffle has concluded, a Raffle Documentation Form must be completed for appropriate record keeping.~~

~~For A copy of each approved any District or School held raffle raffles with prizes awarded request over the Internal Revenue Service 1099 dollar limits, the completed Raffle Documentation Form will be given to the Chief Financial Officer who will be responsible to withhold income tax on raffle prizes in excess of dollar limits determined by the Internal Revenue Service or the Wisconsin Department of Revenue. provided to the Office of Finance to issue the appropriate 1099 for income tax purposes.~~