

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Board of Education Regular Meeting Agenda**

**Wednesday, April 12, 2017**

**6:00 p.m.**

**District Board and Training Center**

**340 Fair Street (Door 36)**

*Note, public notice of this meeting given by posting at the District Office, Levi Leonard Elementary School Office, Theodore Robinson Intermediate School Office, J.C. McKenna Middle School Office, High School Office, Evansville School District Web Site: [Evansville.k12.wi.us](http://Evansville.k12.wi.us), and by forwarding the agenda to the [Evansville Review](#), Union Bank & Trust and Eager Free Public Library.*

I. Roll Call: Mason Braunschweig      Melissa Hammann      Sandra Spanton Nelson  
                 Eric Busse                              Jane Oberdorf              HS Board Rep Emmeline Roth  
                 John Rasmussen                              Keith Hennig              HS Board Rep Ava Parker

II. Approve Agenda.

III. Public Announcements/Recognition/Upcoming Events:

- Week of the Young Child – April 17.
- Back To School Days - August 8, 3:00-7:00 pm and August 16, 10:00-2:00 pm

IV. Public Presentations.

V. Information & Discussion:

- A. McKenna Mentors/Functional Skills – Community Outreach Presentation.
- B. High School Student Board Representatives Report.
- C. Insurance Committee Discussion.
- D. 2017-2018 Preliminary Budget.
- E. 2018 Potential Referendum Update.
- F. School Board Election Results.
- G. Discuss Special Meeting, May 3.
- H. First Reading of Policies:
  1. #455.2-Automobile and Bicycle Use and Safety.
  2. #510-Personnel Policy Goals.
  3. #511-Equal Opportunity Employment.
  4. #511.1-Employee Discrimination Complaint Procedures.
- I. Second Reading of Policy – Staffing Hard to Fill Positions.
- J. Second Reading of Proposed Employee Handbook Changes:
  1. #1-Part II-Certified Staff, Pg. 40, Section 1, 1.02-Administratively Called Meetings.
  2. #3-Part II-Certified Staff, Pg. 48 and 49, Section 6, 6.01, B-add new #4-co-and/or extra-curricular service in the District.

VI. Public Presentations.

VII. Business (Action Items):

- A. Approval of Contract Negotiations for Construction Manager Firm Services.
- B. Approval of Staff Changes: Teacher Retirement.

- C. Approval of 2017-2018 Items for Reduction or Elimination:
  - 1. #1-Eliminate Hard to Fill Positions Line Item.
  - 2. #2-No Additional High School Computer Lab.
  - 3. #3-Reduce Administrator Travel Budgets.
  - 4. #4-Eliminate Atlas Curriculum Map.
  - 5. #7-Eliminate CESA Transition Network.
  - 6. #8-Eliminate Data Retreat.
  - 7. #9-Eliminate History Hunters-4<sup>th</sup> Grade.
  - 8. #10-Eliminate Educator Effectiveness Coaches.
  - 9. #11-Eliminate Gateway Distance Learning Contract.
  - 10. #17-Reduce English Language Arts Position at High School.

VIII. Consent (Action Items):

- A. Approval of Policies:
  - 1. #341.31-Human Growth and Development.
  - 2. #350-Extended Instructional Programs.
  - 3. #440-Student Rights and Responsibilities.
  - 4. #453-School Health Services.
  - 5. #453.1-Emergency Nursing Services.
  - 6. #453.2-Student Immunizations.
  - 7. #453.3-Communicable Diseases.
- B. Approval of March 22, 2017, Regular Meeting Minutes.
- C. Approval of March Bills.

IX. Future Agenda – April 26, 2017, Regular Meeting Agenda.

- X. Executive Session – Convene into closed session under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (teachers), and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association covering teachers and the Evansville Education Association Auxiliary covering support staff; discuss and approve preliminary notice of consideration of nonrenewal of teachers; and discipline of support staff member.

XI. Reconvene Into Open Session To Take Action, If Necessary, On Any Open or Closed Session Items.

XII. Adjourn.

This notice may be supplemented with additions to the agenda that come to the attention of the Board prior to the meeting. A final agenda will be posted and provided to the media no later than 24 hours prior to the meeting or no later than 2 hours prior to the meeting in the event of an emergency.

Upon reasonable notice, all reasonable efforts will be made to accommodate the needs of people with disabilities through appropriate aids and services. For additional information or to request this service, contact the District Office at 340 Fair Street, 882-3387 or 882-3386. Persons needing more specific information about the agenda items should call 882-3387 or 882-3386 at least 24 hours prior to the meeting.

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda/Briefs

Wednesday, April 12, 2017

6:00 p.m.

District Board and Training Center

340 Fair Street (Door 36)

- |                      |                    |                 |                            |
|----------------------|--------------------|-----------------|----------------------------|
| I. <b>Roll Call:</b> | Mason Braunschweig | Melissa Hammann | Sandra Spanton Nelson      |
|                      | Eric Busse         | Jane Oberdorf   | HS Board Rep Emmeline Roth |
|                      | John Rasmussen     | Keith Hennig    | HS Board Rep Ava Parker    |

II. **Approve Agenda.**

**Suggested Motion: I move to approve the agenda as presented.**

III. **Public Announcements/Recognition/Upcoming Events:**

- Week of the Young Child – April 17.
- Back To School Days - August 8, 3:00-7:00 pm and August 16, 10:00-2:00 pm

IV. **Public Presentations.**

V. **Information & Discussion:**

- McKenna Mentors/Functional Skills – Community Outreach Presentation – *Middle School staff will present.*
- High School Student Board Representatives Report – *HS Reps. Ms. Roth and Ms. Parker have enclosed their report.*
- Insurance Committee Discussion – *The Insurance Committee met on Wednesday, April 5. The Committee will meet again April 19 and have a final recommendation to the Board on April 26.*
- 2017-2018 Preliminary Budget – *Discussion will continue from previous meetings. Later in the meeting, the Board will approve recommended items for reduction or elimination.*
- 2018 Potential Referendum Update – *Enclosed is information on creating a Citizens Advisory Committee (CAC) and a timeline with potential meeting dates of this Committee. Looking for consensus to move forward.*
- School Board Election Results – *Enclosed are the unofficial school board election results. Canvassing of the election results will take place on Monday, April 10, at 4:00 pm in the District Office. All are invited.*

G. First Reading of Policies:

1. #455.2-Automobile and Bicycle Use and Safety.
2. #510-Personnel Policy Goals.
3. #511-Equal Opportunity Employment.
4. #511.1-Employee Discrimination Complaint Procedures.

H. Second Reading of Policy – Staffing Hard to Fill Positions.

I. Second Reading of Proposed Employee Handbook Changes:

1. #1-Part II-Certified Staff, Pg. 40, Section 1, 1.02-Administratively Called Meetings.
2. #3-Part II-Certified Staff, Pg. 48 and 49, Section 6, 6.01, B-add new #4-co-and/or extra-curricular service in the District.

VI. **Public Presentations.**

VII. **Business (Action Items):**

A. Approval of Contract Negotiations for Construction Manager Firm Services –

**Suggested Motion: I move we enter into contract negotiations with JP Cullen for Construction Managers services.**

B. Approval of Staff Changes: Teacher Retirement – *Please approve the retirement of teacher, Deborah Herbers, J.C. McKenna Middle School Family and Consumer Sciences Educator, effective at the end of the 2016-2017 school year.*

**Suggested Motion: I move we accept the retirement of Deborah Herbers, J.C. McKenna Middle School Teacher, effective at the end of the 2016-2017 school year, and thank her for serving in the District for 27 years.**

C. Approval of 2017-2018 Items for Reduction or Elimination:

1. #1-Eliminate Hard to Fill Positions Line Item –

**Suggested Motion: I move, from the recommended items list, #1 - we eliminate Hard to Fill Positions Line Item from the 2017-2018 budget.**

2. #2-No Additional High School Computer Lab –

**Suggested Motion: I move, from the recommended items list, #2 - we do not add an additional high school computer lab for the 2017-2018 school year.**

3. #3-Reduce Administrator Travel Budgets –

**Suggested Motion: I move, from the recommended items list, #3 - we reduce the Administrator travel budgets for the 2017-2018 school year.**

4. #4-Eliminate Atlas Curriculum Map –

**Suggested Motion: I move, from the recommended items list, #4 - we eliminate Atlas Curriculum Map for the 2017-2018 school year.**

5. #7-Eliminate CESA Transition Network –

**Suggested Motion: I move, from the recommended items list, #7 - we eliminate CESA Transition Network for the 2017-2018 school year.**

6. #8-Eliminate Data Retreat –

**Suggested Motion: I move, from the recommended items list, #8 – we eliminate the Data Retreat for the 2017-2018 school year.**

7. #9-Eliminate History Hunters-4<sup>th</sup> Grade –

**Suggested Motion: I move, from the recommended item list, #9 – we eliminate History Hunters-4<sup>th</sup> grade.**

8. #10-Eliminate Educator Effectiveness Coaches –

**Suggested Motion: I move, from the recommended items list, #10 – we eliminate the Educator Effectiveness Coaches.**

9. #11-Eliminate Gateway Distance Learning Contract –

**Suggested Motion: I move, from the recommended items list, #11 – we eliminate Gateway Distance Learning Contract.**

10. #17-Reduce English Language Arts Position at High School –

**Suggested Motion: I move, from the recommended items list, #17 – we reduce an English Language Arts position at the high school.**

**VIII. Consent (Action Items): Do you want to remove any items?**

**A. Approval of Policies:**

1. #341.31-Human Growth and Development.
2. #350-Extended Instructional Programs.
3. #440-Student Rights and Responsibilities.
4. #453-School Health Services.
5. #453.1-Emergency Nursing Services.
6. #453.2-Student Immunizations.
7. #453.3-Communicable Diseases.

**B. Approval of March 22, 2017, Regular Meeting Minutes.**

**C. Approval of March Bills.**

**Suggested Motion: I move we approve the consent agenda items, policies: #341.31-Human Growth and Development; #350-Extended Instructional Programs; #440-Student Rights and**

Responsibilities; #453-School Health Services; #453.1-Emergency Nursing Services; #453.2-Student Immunizations; #453.3-Communicable Diseases; the March 22, 2017, Regular Meeting Minutes; and the March bills, as presented.

Roll Call Vote –

- IX. **Future Agenda – April 26, 2017, Regular Meeting Agenda – *Enclosed is the agenda.***
- X. **Executive Session** – Convene into closed session under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (teachers), and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association covering teachers and the Evansville Education Association Auxiliary covering support staff; discuss and approve preliminary notice of consideration of nonrenewal of teachers; and discipline of support staff member.

**Suggested Motion: I move to convene into closed session under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (teachers), and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association covering teachers and the Evansville Education Association Auxiliary covering support staff; discuss and approve preliminary notice of consideration of nonrenewal of teachers; and discipline of support staff member.**

Roll Call Vote –

- XI. **Reconvene Into Open Session To Take Action, If Necessary, On Any Open or Closed Session Items.**
- XII. **Adjourn.**

**Suggested Motion: I move to adjourn the meeting.**

**For Your Information:**

1. Upcoming School Board Meetings –
  - April 26 – reorganization/regular meeting
  - May 10 – starting at 5:30 pm
  - May 31 – starting at 6:00 pm
  - June 14 – only if needed
  - June 28 – regular meeting

To: Evansville Board of Education

From: Jason Knott, Middle School Principal

Re: McKenna Mentors

Date: April 3rd, 2017

The mentors program at J.C. McKenna has been around for approximately 15 years. It originated from the understanding that younger students can benefit from having an older student teach them. One benefit is the middle school students can assist classroom teachers by working one to one or in small groups with specific students. Another benefit is that the middle school students can work on building some leadership skills and fostering connections with younger students. Finally--the mentors programs reduces the number of students who could possibly have a 90 minute study hall one day and a 45 minute study hall on a second day.

The program starts with 3 weeks of classroom activities focused on leadership and working on how to be positive role models. Ideally, the program would have 1 dedicated staff member who could monitor the students and observe them in the classrooms where they have been assigned. This year we have more opportunity to do that because the mentors program has about 90 total students involved in some way, shape or form.

About 1/2 of those students are in a skinny mentors class (rather than a study hall). Those in the skinny mentors class have 45 minutes of mentoring within JC McKenna. The 8th grade students are assigned to a 7th or 6th grade classroom. In this way we are able to get feedback directly from the teacher as well as observe them in the building. The other 1/2 of the students are mentoring at Levi Leonard, TRIS, or Kids Korner.

In addition, this year a number of the 8th grade students have been working with Mr. Maves with students involved in a functional skills class.

Jason Knott

HS Board Report April

Emmeline Roth

Ava Parker

***Previous Events:***

March 20th: Band and Choir concert

March 25th: Track Coed invitational

April 1st: Baseball Varsity and JV games vs. Parkview 2-0 loss

April 3rd: Girls Varsity soccer vs Clinton 11-0

April 4th: Softball vs Bigfoot, Soccer vs Delevan-Darian, Track Meet, Baseball Vs Bigfoot

April 6th: Golf boys Mini golf meet.

April 11th: Reality Maze at HS, Track Meet, Baseball vs Mcfarland, Softball vs. Mcfarland, Soccer vs Beloit Memorial

***Upcoming Events:***

April 18th: Golf mini golf meet, Track meet, Baseball Vs. Brodhead, Softball vs. Brodhead

April 21-23: Disney's The Little Mermaid in PAC

April 27th: Baseball vs Edgerton, Softball vs Edgerton, Soccer vs Edgerton

April 29th: State Solo and Ensemble

May: 6th: Baseball vs Clinton, Softball vs. Clinton, Soccer vs. Whitewater

May 8th: Track Coed meet, Baseball vs. Beloit Memorial



# Evansville

## Community School District School Board Meeting Information Updated April 12, 2017

340 Fair Street  
Evansville, WI, 53536  
Phone: (608) 882-5224  
Fax: (608) 882-6564

<u>2017-2018 Budget Item</u>	<u>Working Budget Amounts</u>	
Current 2017-2018 Working Draft Budget Deficit - <b>ORIGINAL</b>	\$ (689,904)	
Administrative Team recommendation items for reduction or elimination:	<u>Saves</u>	<u>Priority</u>
1. Eliminate hard to fill positions line item	\$ 75,000	1
2. No additional High School Computer Lab	\$ 10,000	1
3. Reduce Administrator Travel Budgets	\$ 4,000	1
4. Eliminate Atlas Curriculum Map	\$ 6,000	1
5. Eliminate IEP Meetings Cost (Handbook Change Required)	\$ 2,267	1
6. Retirement Incentive	?	1
7. Eliminate CESA Transition Network	\$ 3,500	1
8. Eliminate Data Retreat	\$ 5,693	1
9. Eliminate History Hunters - 4th Grade	\$ 1,500	1
10. Eliminate Educator Effectiveness Coaches	\$ 10,000	1
11. Eliminate Gateway Distance Learning Contract	\$ 6,000	1
12. Freeze Health Ins. Contributions @ 2016-17 Level (Bd. Approved 3/8)	\$ 116,540	3
13. Freeze all employee group salaries/wages @ 2016-17 Level	\$ 133,259	3
<del>14. Eliminate Event Supervisors (Handbook Change Required)</del>	<del>\$ 6,000</del>	4
15. Reduce Middle School LMS & replace with a Paraprofessional	\$ 41,225	1
16. Reduce 1 PE/Health Teacher @ the Middle School	\$ 97,604	1
17. Reduce English Language Arts Teacher - High School	\$ 60,604	2
18. Reduce TRIS & LLE LMS Position and replace with a Paraprofessional	\$ 26,294	2
19. Reduce 1 EL Teacher	\$ 55,438	2
20. Reduce 1 K-12 Special Education Teacher	\$ 77,901	4
<b>Total Savings</b>	<b><u>\$ 732,825</u></b>	
<b>Adjusted Deficit/Surplus</b>	<b><u>\$ 42,921</u></b>	

**Priority 1 = Highest Priority / Priority 4 = Lowest**

# Evansville

## Community School District School Board Meeting Information Updated April 12, 2017

340 Fair Street  
Evansville, WI, 53536  
Phone: (608) 882-5224  
Fax: (608) 882-6564

<u>2017-2018 Budget Item</u>	<u>Working Budget Amounts</u>	
Current 2017-2018 Working Draft Budget Deficit – <b>ADD \$50/PUPIL AID</b>	\$	(598,054)
Administrative Team recommendation items for reduction or elimination:	<u>Saves</u>	<u>Priority</u>
1. Eliminate hard to fill positions line item	\$ 75,000	1
2. No additional High School Computer Lab	\$ 10,000	1
3. Reduce Administrator Travel Budgets	\$ 4,000	1
4. Eliminate Atlas Curriculum Map	\$ 6,000	1
5. Eliminate IEP Meetings Cost (Handbook Change Required)	\$ 2,267	1
6. Retirement Incentive	?	1
7. Eliminate CESA Transition Network	\$ 3,500	1
8. Eliminate Data Retreat	\$ 5,693	1
9. Eliminate History Hunters - 4th Grade	\$ 1,500	1
10. Eliminate Educator Effectiveness Coaches	\$ 10,000	1
11. Eliminate Gateway Distance Learning Contract	\$ 6,000	1
12. Freeze Health Ins. Contributions @ 2016-17 Level (Bd. Approved 3/8)	\$ 116,540	3
13. Freeze all employee group salaries/wages @ 2016-17 Level	\$ 133,259	3
<del>14. Eliminate Event Supervisors (Handbook Change Required)</del>	<del>\$ 6,000</del>	4
15. Reduce Middle School LMS & replace with a Paraprofessional	\$ 41,225	1
16. Reduce 1 PE/Health Teacher @ the Middle School	\$ 97,604	1
17. Reduce English Language Arts Teacher - High School	\$ 60,604	2
18. Reduce TRIS & LLE LMS Position and replace with a Paraprofessional	\$ 26,294	2
19. Reduce 1 EL Teacher	\$ 55,438	2
20. Reduce 1 K-12 Special Education Teacher	\$ 77,901	4
<b>Total Savings</b>	<b>\$ 732,825</b>	
<b>Adjusted Deficit/Surplus</b>	<b>\$ 134,771</b>	

**Priority 1 = Highest Priority / Priority 4 = Lowest**

# Evansville

## Community School District School Board Meeting Information Updated April 12, 2017

340 Fair Street  
Evansville, WI, 53536  
Phone: (608) 882-5224  
Fax: (608) 882-6564

<u>2017-2018 Budget Item</u>	<u>Working Budget Amounts</u>	
Current 2017-2018 Working Draft Budget Deficit – ADD \$100/PUPIL AID	\$	(506,204)
Administrative Team recommendation items for reduction or elimination:	<u>Saves</u>	<u>Priority</u>
1. Eliminate hard to fill positions line item	\$ 75,000	1
2. No additional High School Computer Lab	\$ 10,000	1
3. Reduce Administrator Travel Budgets	\$ 4,000	1
4. Eliminate Atlas Curriculum Map	\$ 6,000	1
5. Eliminate IEP Meetings Cost (Handbook Change Required)	\$ 2,267	1
6. Retirement Incentive	?	1
7. Eliminate CESA Transition Network	\$ 3,500	1
8. Eliminate Data Retreat	\$ 5,693	1
9. Eliminate History Hunters - 4th Grade	\$ 1,500	1
10. Eliminate Educator Effectiveness Coaches	\$ 10,000	1
11. Eliminate Gateway Distance Learning Contract	\$ 6,000	1
12. Freeze Health Ins. Contributions @ 2016-17 Level (Bd. Approved 3/8)	\$ 116,540	3
13. Freeze all employee group salaries/wages @ 2016-17 Level	\$ 133,259	3
<del>14. Eliminate Event Supervisors (Handbook Change Required)</del>	<del>\$ 6,000</del>	4
15. Reduce Middle School LMS & replace with a Paraprofessional	\$ 41,225	1
16. Reduce 1 PE/Health Teacher @ the Middle School	\$ 97,604	1
17. Reduce English Language Arts Teacher - High School	\$ 60,604	2
18. Reduce TRIS & LLE LMS Position and replace with a Paraprofessional	\$ 26,294	2
19. Reduce 1 EL Teacher	\$ 55,438	2
20. Reduce 1 K-12 Special Education Teacher	\$ 77,901	4
<b>Total Savings</b>	<b>\$ 732,825</b>	
<b>Adjusted Deficit/Surplus</b>	<b>\$ 226,621</b>	

Priority 1 = Highest Priority / Priority 4 = Lowest

Wednesday | April 12, 2017

DRAFT

## **COMMITTEE CHARGE**

The Evansville Community School District Board of Education authorizes the creation of an advisory committee, to be known as the Citizens Advisory Committee (CAC), which is charged with identifying and confirming needs and exploring potential solutions to our district's PreK-12<sup>th</sup> grade facility needs. The Board desires the following matters to be considered by the CAC in making recommendations to the Board of Education for potential future action:

- ✓ Identify and evaluate (in partnership with District leadership, Bray Architects and JP Cullen) immediate, emerging, and future infrastructure, building system, and educational needs.
- ✓ Propose options/renovations/upgrades that support safe and accessible learning environments.
- ✓ Provide purposeful spaces that inspire innovative learning, accommodate evolving technology and promote collaboration amongst students, staff, parents and the community.
- ✓ Recommend a solution that is cost-effective for the taxpayer while providing for an enduring end-product that is energy efficient and adaptable for decades to come for the future of the Evansville Community School District and the residents and future students of all the communities we serve.
- ✓ Serve as information providers and key communicators to the community throughout the process.

Wednesday | April 12, 2017

Date	Time	Location	Preliminary Meeting Topics
Wednesday September 6, 2017	6:00-8:00 PM	Theodore Robinson LMC	<ul style="list-style-type: none"> <li>Committee Member, Architect, &amp; CM Intros</li> <li>Review Charge and Expectations</li> <li>Presentation   Facilities Assessment – Levi Leonard Elem. School</li> <li>Levi Leonard Elementary Tour</li> <li>Small Group Discussion – Elementary Needs</li> </ul>
Wednesday September 20, 2017	6:00-8:00 PM	Theodore Robinson LMC	<ul style="list-style-type: none"> <li>Presentation   Spaces that Enhance Teaching &amp; Learning</li> <li>Presentation   Facilities Assessment – Theodore Robinson Intermediate School</li> <li>Theodore Robinson Intermediate School Tour</li> <li>Small Group Discussion – Intermediate Needs</li> </ul>
Wednesday October 4, 2017	6:00-8:00 PM	JC McKenna Cafeteria	<ul style="list-style-type: none"> <li>Presentation   School Finance 101 by Steve Swanson</li> <li>Presentation   Facilities Assessment – JC McKenna Middle School</li> <li>JC McKenna Middle School Tour</li> <li>Small Group Discussion – Middle School Needs</li> </ul>
Wednesday October 18, 2017	6:00-8:00 PM	Evansville High School Media Rood	<ul style="list-style-type: none"> <li>Presentation   Community Surveying by School Perceptions</li> <li>Presentation   Facilities Assessment – Evansville High School</li> <li>Evansville High School Tour</li> <li>Small Group Discussion – High School Needs</li> <li>Introduction of Next Step – Option Identification/ Exploration</li> </ul>
Wednesday November 1, 2017	6:00-8:00 PM	District Board and Training Room	<ul style="list-style-type: none"> <li>Review Draft Needs Summary – All Buildings</li> <li>Small Group Work – Option Identification</li> <li>Initial Reactions to Options Identified</li> <li>Small Group Discussion – Pros/Cons of Options</li> <li>Finalize Options to Be Explored Further</li> </ul>
Wednesday November 15, 2017	6:00-8:00 PM	District Board and Training Room	<ul style="list-style-type: none"> <li>Review Initial Responses to Options Identified at Prior Meeting</li> <li>Small Group Discussion</li> <li>Narrow Options Being Considered</li> <li>Finalize Options for Further Exploration and Budgeting</li> </ul>
Wednesday December 6, 2017	6:00-8:00 PM	District Board and Training Room	<ul style="list-style-type: none"> <li>Review Updated Architectural Responses to Options Identified at Prior Meeting</li> <li>Review Preliminary Budgets</li> <li>Small Group Discussion</li> <li>Narrow Options Being Considered</li> <li>Finalize Options for Further Exploration and Budgeting</li> </ul>
Wednesday December 20, 2017	6:00-8:00 PM	District Board and Training Room	<ul style="list-style-type: none"> <li>Review Updated Options &amp; Budgets</li> <li>Small Group Discussion</li> <li>Narrow Options Being Considered</li> <li>Finalize Option(s) to be Surveyed</li> </ul>
Wednesday January 24, 2018	6:00-8:00 PM	District Board and Training Room	<ul style="list-style-type: none"> <li>Review Final Option(s) to be Surveyed</li> <li>Review Updated Budgets</li> <li>Review Draft Survey</li> </ul>
February – Mid-March 2018			Printing/Distribution of Survey + Approximate 16 Day Survey Window
Wednesday March 21, 2018			School Perceptions Presentation of Preliminary Survey Results to Joint Meeting of Committee and School Board
Wednesday April 4, 2018	6:00-8:00 PM	District Board and Training Room	<ul style="list-style-type: none"> <li>Discuss Survey Results</li> <li>Formulate Draft Recommendation to School Board</li> </ul>
Wednesday April 18, 2018	6:00-8:00 PM	District Board and Training Room	<ul style="list-style-type: none"> <li>Finalize Recommendation to School Board</li> </ul>
Wednesday April 25, 2018	Time TBD	District Board and Training Room	<ul style="list-style-type: none"> <li>Committee Presentation of Recommendation to School Board</li> </ul>

DRAFT

Dear Potential Committee Member:

The Evansville Community School District (ECS D) is in the process of creating a Citizens Advisory Committee (CAC) for the purpose of evaluating our current facilities as well as identifying immediate, emerging and future facility needs throughout the District. We are committed to working collaboratively with our community to ensure whatever recommendations are made truly represent the interests of our residents.

The Board of Education's official charge to the Committee is as follows:

The Evansville Community School District Board of Education authorizes the creation of an advisory committee, to be known as the Citizens Advisory Committee (CAC), which is charged with identifying and confirming needs and exploring potential solutions to our district's PreK-12th grade facility needs. The Board desires the following matters to be considered by the CAC in making recommendations to the Board of Education for potential future action:

- ✓ Identify and evaluate (in partnership with District leadership, Bray Architects and JP Cullen) immediate, emerging, and future infrastructure, building system, and educational needs.
- ✓ Propose options/renovations/upgrades that support safe and accessible learning environments.
- ✓ Provide purposeful spaces that inspire innovative learning, accommodate evolving technology and promote collaboration amongst students, staff, parents and the community.
- ✓ Recommend a solution that is cost-effective for the taxpayer while providing for an enduring end-product that is energy efficient and adaptable for decades to come for the future of the Evansville Community School District and the residents and future students of all the communities we serve.
- ✓ Serve as information providers and key communicators to the community throughout the process.

Our goal is to create a diverse committee from all demographics of our communities. We want people to ask questions and research information so that the best solution for our district's facility needs rise to the top. We have established a preliminary timeline that begins in September 2017 and is completed in April 2018. We have scheduled thirteen meetings to accomplish our work and the tentative meeting schedule is as follows:

1. Wednesday | September 6, 2017 | 6:00-8:00 PM
2. Wednesday | September 20, 2017 | 6:00-8:00 PM
3. Wednesday | October 4, 2017 | 6:00-8:00 PM
4. Wednesday | October 18, 2017 | 6:00-8:00 PM
5. Wednesday | November 1, 2017 | 6:00-8:00 PM
6. Wednesday | November 15, 2017 | 6:00-8:00 PM
7. Wednesday | December 6, 2017 | 6:00-8:00 PM
8. Wednesday | December 20, 2017 | 6:00-8:00 PM

9. Wednesday | January 24, 2018 | 6:00-8:00 PM
10. Wednesday | March 21, 2018 | Time To Be Determined
11. Wednesday | April 4, 2018 | 6:00-8:00 PM
12. Wednesday | April 18, 2018 | 6:00-8:00 PM
13. Wednesday | April 25, 2018 | Time To Be Determined

The School Board and Administration would be very appreciative if you would be willing to assist us with this project by being a member of the CAC. Our hope is that these discussions will be informative, engaging and hopefully enjoyable for everyone as we work to create a long range plan that will serve our children and ECSD for many years to come.

If you would please contact Ms. Kelly Mosher to confirm your willingness to serve on the CAC, I would greatly appreciate it! (608-882-3387 or [mosherk@evansville.k12.wi.us](mailto:mosherk@evansville.k12.wi.us)). If you have any questions or would like additional information prior to the initial meeting please do not hesitate to contact me.

Sincerely,

Mr. Jerry Roth  
District Administrator  
608-882-3386

**UN-OFFICIAL**

**Tabular Statement of Votes Cast  
EVANSVILLE COMMUNITY SCHOOL DISTRICT  
SCHOOL BOARD ELECTION TOTALS  
April 4, 2017**

Three Open Seats –	BROOKLYN	CENTER	EVANSVILLE	JANESVILLE	MAGNOLIA	PORTER	RUTLAND	UNION	Total Votes
John Rasmussen	14	145	430	25	44	55	1	130	844
Melissa M. Hammann	14	123	433	23	43	55	0	143	834
Thomas Titus	13	110	371	20	31	50	0	119	714
Write Ins	2	10	40	0	2	1	0	9	



EVANSVILLE COMMUNITY SCHOOL DISTRICT  
POLICY COMMITTEE MINUTES

The Policy Committee meeting was held Tuesday, March 21, 2017, at 6:00 pm in the District Office Conference Room.

**Committee Members Present:** Melissa Hammann, Jane Oberdorf, and Alice Murphy, Director of Instruction.

**Approve February 21, 2017, Minutes:** Motion by Ms. Oberdorf, seconded by Ms. Hammann, moved to approve the February 21, 2017, minutes as presented. Motion carried, 2-0 (voice vote).

**New Business:**

Policy #455.2 – Automobile and Bicycle Use and Safety – Suggested by Administration to remove this policy that is not required. Discussion. Policy to go to Board for a first reading for removal, with question to Administration; these regulations in student handbooks?

Policy #510 – Personnel Policy Goals - Suggested by Administration to remove this policy that is not required. Discussion. Policy to go to Board for a first reading for removal, with question to Administration; all of these contained in the handbooks?

Policy #511 – Equal Opportunity Employment – Suggested revisions by Administration. Discussion. Policy to go to Board for a first reading with additional revisions.

Policy #511.1 – Employee Discrimination Complaint Procedures - Suggested revisions by Administration. Discussion. Policy to go to Board for a first reading with additional revisions.

Policy #361 – Library and Instructional Material Selection and Adoption - Suggested revisions by Administration and to change the title to Instructional Materials Selection and Review. Discussion. Policy to go to Board for a first reading with additional revisions.

Policy #361.2 – IMC Instruction and Materials – Suggested by Administration to remove this policy. Discussion. Policy to go to Board for a first reading for removal.

Policy #361.3 – Use of Multimedia Materials – Suggested revisions by Administration and to change title and number to Use of Video and Audio Recordings, #361.2. Discussion. Policy to go to Board for a first reading with additional revisions.

Policy #361.3 Form – Use of Multi-Media Materials – Suggested revisions by Administration and to change title and number to Parent Permission For Use of Recordings, #361.2 Form. Discussion. Policy to go to Board for a first reading.

Policy #492 – Imaging or Recording of Students – Suggested revisions by Administration and to change title to Recording or Photographing of Students. Discussion. Policy to go to Board for a first reading.

Policy #872 – Public Complaints About Library and Instructional Materials – Suggested revisions by Administration and to change title to Request for Reconsideration of Instructional Materials. Discussion. Policy to go to Board for a first reading with additional revisions.

Policy #872 Form – Citizens Request for Reconsideration of a Work - Suggested revisions by Administration and to change title to Request For Reconsideration of Instructional Materials. Discussion. Policy to go to Board for a first reading.

**Set Next Meeting Date:** Next meeting is Tuesday, April 18, 2017, at 6:00 pm.

**Adjourn:** Motion by Ms. Oberdorf, seconded by Ms. Hammann, moved to adjourn the meeting. Motion carried, 2-0 (voice vote).

Submitted by Kelly Mosher, Administrative Assistant

Approved: \_\_\_\_\_ Dated: \_\_\_\_\_ Approved: 4/18/17  
Melissa Hammann, Chair

UNAPPROVED MINUTES

Approved: January 11, 1988  
Revised: November 27, 2000  
1<sup>st</sup> Reading: 4/12/17

455.2

## **SUGGESTION TO REMOVE – NOT REQUIRED**

**Question from Policy Committee – are bike and car safety and other regulations in student handbooks?**

### **AUTOMOBILE AND BICYCLE USE AND SAFETY**

Driving a car or other motor vehicle to school is a privilege granted to students by the state, school and parents. In the interest of student safety, students to whom school bus transportation is provided by the district are encouraged to ride the school bus to and from school.

In an attempt to provide maximum safety for all students, the administration shall develop procedures and rules to be followed by students who want to drive a motor vehicle to school and park on the school lot. Principals shall publish appropriate rules and regulations in student handbooks.

Students who attend Evansville Public Schools may ride their bicycles to school at their own risk. The school district shall not be responsible for the student's personal safety while not on school property, or the damage to, loss or theft of the bicycle.

Any student who rides his/her bicycle to school shall be responsible for parking the bicycle in a designated area established by the administration and for adhering to bicycle safety regulations that are published in the student handbook.

Kindergarten students are allowed to ride bicycles to school, but must ride with a parent or guardian.

Approved: December 8, 1986  
Revised: January 10, 2005  
1<sup>st</sup> Reading: 4/12/17

510

**SUGGESTION TO REMOVE – NOT REQUIRED**

**Question from Policy Committee – are all of these contained in the handbooks?**

**PERSONNEL POLICY GOALS**

The personnel policies of the school district are an essential part of the program of public education in the community. The philosophy of a school district and the community is generally reflected in these policies.

Through its personnel policies, the Board wishes to establish conditions that will attract and hold the best qualified personnel for all positions who will devote themselves to the education and welfare of our students.

Provisions for the implementation of adopted personnel policies should include channels of communication and procedures for the handling of professional and ethical problems, through which all persons or groups affected, may voice their opinions.

To keep its personnel policies and the corresponding administrative regulations in the highest state of effectiveness to achieve the above purpose, the district administrator is directed to establish and supervise the procedures needed.

Approved: December 8, 1986  
Revised: February 11, 2002  
Revised: July 9, 2012  
Revised:  
1<sup>st</sup> Reading: 4/12/17

511

## Mandated Policy

### EQUAL OPPORTUNITY EMPLOYMENT

The Evansville Community School District is committed to **an equal opportunity employer.** ~~employment opportunity in its personnel practices.~~ **Personnel** hiring and administration of policies shall be conducted **in a way that does so** as not to discriminate against employees or applicants on the basis of:

- race, religion, political or religious affiliation, disability, gender or sexual orientation, age, national origin, citizenship, marital status, ancestry, color, creed, pregnancy
- arrest or conviction record **not substantially related to a person's job or activity in the school, military service (including membership in the national guard, state defense force or any other United States or Wisconsin reserve component of the military forces)**
- use or nonuse of a lawful product off school premises during nonworking hours
- declining to attend a meeting or to participate in any communication about religious matters or political matters
- the authorized use of family or medical leave or worker's compensation benefits
- genetic information
- or any other reason prohibited by applicable law.

Exceptions to this policy may only be made in accordance with state and federal law.

Reasonable accommodations shall be made for qualified individuals with a disability unless such accommodations would impose an undue hardship to the District as determined by the District Administrator. A reasonable accommodation is a change or adjustment to job duties or work environment that permits a qualified applicant or employee with a disability to perform the essential functions of a position or enjoy the benefits and privileges of employment compared to those enjoyed by employees without disabilities. Employees desiring a reasonable accommodation should make such a request to ~~their immediate supervisor,~~ the District Administrator, or the District Administrator's designee.

**The District shall take initiatives to provide equal employment opportunity in all personnel actions and procedures, including, but not limited to, recruitment, hiring, training, transfers, promotions, compensation, and other benefits. This policy is to be administered not only without prejudicial and discriminatory regard to any protected status which includes the factors outlined above, but special efforts in recruitment and employment shall be taken to overcome barriers to equal employment opportunities.**

**Application forms, hiring practices and personnel administration shall be periodically evaluated relative to equal opportunity employment.**

**Discrimination complaints shall be processed in accordance with established procedures. The administrative staff shall be responsible for effectively implementing all nondiscrimination policies.**

~~Complaints regarding the interpretation or application of this policy shall be referred to the immediate supervisor and processed in accordance with established procedures as outlined in policy #511.1.~~

~~Notice of this policy shall be given in accordance with state and federal laws.~~

Legal Ref.: Sections 111.31 – 111.395 Wisconsin Statutes (Fair Employment)  
118.195 (Discrimination Against Handicapped Teachers Prohibited)  
118.20 (Teacher Discrimination Prohibited)  
Titles VI and VII of the Civil Rights Acts of 1964,  
Title IX Education Amendments of 1972  
Section 504, Rehabilitation Act of 1973  
Age Discrimination Act of 1975  
Pregnancy Discrimination Act  
Immigration and Nationality Act  
Americans with Disabilities Act of 1990  
Genetic Information Nondiscrimination Act of 2008  
Civil Rights Act of 1991

Local Ref.: Policy #511.1 – Employee Discrimination Complaint Procedures  
Policy #512 – Employee Harassment  
Policy #533 – Staff Recruitment and Hiring  
Policy #533.1 – Criminal Background Checks

## EMPLOYEE DISCRIMINATION COMPLAINT PROCEDURES

Any employee who believes that the **Evansville Community** School District has inadequately applied the principles and/or regulations of Title VI, Title VII, Title IX, Section 504 or the Americans with Disabilities Act, or has in some way violated the District's equal employment opportunity policy may bring forward a complaint as outlined below:

Stage 1: Any employee who believes s/he has a valid complaint shall discuss the basis of the complaint with his/her supervisor. The supervisor and employee shall attempt to resolve the complaint promptly. The complaint should be in writing and describe in detail the facts of the situation. The supervisor shall keep a written record of the discussion. The supervisor shall render a decision in writing, to the complainant, and the complainant shall sign as notice receipt.

Stage 2: If the complaint is not resolved in Stage 1, the complainant may file the complaint with the district administrator, or designee. The complaint must be in writing. The district administrator, or designee, shall arrange a meeting to discuss the complaint. Subsequent meetings may be scheduled as agreed to by both parties to work towards a resolution. The district administrator, or designee, shall issue a decision, in writing, to the complainant after the final meeting regarding the complaint.

Stage 3: ~~If the complaint is not resolved in Stage 2, the complainant may file the complaint in writing to the Board via with the Board Clerk and/or President. The complaint shall be in writing. The Board shall consider the complaint at its next regularly scheduled meeting, in closed session if permitted under state law, at which time the complainant shall have the right to present his/her position to the Board. After the meeting, the Board shall advise the complainant in writing, within 45 days, unless the parties agree to an extension of time, of the action taken with regard to the complaint.~~

Stage 4: If the complainant is not satisfied with the **district administrator's** Board's decision, the complainant may pursue alternate actions available under state or federal laws (e.g., appeal to State Superintendent of Public Instruction, filing of complaint with Equal Rights Division of the Department of Workforce Development; the U.S. Office for Civil Rights – Region V and/or the courts having proper jurisdiction).

Responses to discrimination complaints shall be within timelines established by law.

Maintenance of Complaint Records:

For the purpose of documenting compliance, records will be kept for each complaint filed and, at a minimum, should include:

1. The name and address of the complainant and his/her title or status.
2. The date the complaint was filed.
3. The specific allegation made and any corrective action requested by the complainant.
4. The name and address of the respondents.
5. The stages of process followed, and the resolution, date and decision-making authority at each level.
6. A summary of facts and evidence presented by each party involved.
7. A determination of the facts, statement of the final resolution, and the nature and date(s) of any corrective or remedial action taken.

Local Ref.: Policy #511 – Equal Opportunity Employment

## STAFFING HARD TO FILL POSITIONS

The Evansville Community School District Board of Education values all staff and their contributions to creating a positive learning environment. The Board also acknowledges the challenges brought by Labor Market Forces in the attraction and retention of high quality staff in shortage areas. Addressing the issues piecemeal can lead to unexpected expenditures and may increase staff anxiety regarding pay equity. Therefore, the Board recommends this policy to create continuity in the area of hard-to-fill positions.

The Board, in its sole discretion shall grant a salary adjustment to any teacher in a shortage area. Shortage areas are defined by the Board annually and shall be based on a combination of the DPI emergency license applications for the most recent year and the Administrative Team's experience in hiring for these positions.

The granting of the additional salary adjustment is only applicable during individual contract year(s) in which the staff member is certified and teaching in particular teaching assignment and certification area that was provided additional salary adjustment. If the staff member transfers or is reassigned outside of the area where additional salary adjustment was provided to an area where the above certification(s) or degree(s) are not required, or they no longer possess such required industry certification(s) or degree(s), they shall forfeit the salary adjustment. If such transfer or reassignment occurs during the course of an individual contract year, the employee's salary adjustment shall be pro-rated for the portion of the contract year where they possessed the certification(s)/industry degree(s) and were teaching in the area that received the additional salary adjustment.

The offer of the above additional salary adjustment is at the sole discretion of the District. The District may modify, amend or delete this additional salary adjustment without violating the non-renewal provisions set forth **in state statutes, section 118.22, Wisconsin Statutes**. Such modification, amendment or deletion shall not affect the other terms and conditions of the teacher's individual contract. Such modification, amendment or deletion of the salary adjustment is not subject to the District grievance procedure.

### Process:

1. The Board shall annually prioritize shortage areas using the most current emergency DPI license data and district experience. The Business Manager (or Curriculum Director) shall provide the annual updates of DPI emergency license data and the Administrative Team shall provide the list based on hiring experience to the Policy Committee. Annually by September 1, a spreadsheet indicating historical data shall be maintained by the Business Manager going forward for both lists.
2. A successful candidate for shortage area is offered a base salary commensurate with the compensation schedule.
3. Additional salary shall be offered depending on Board priority list.
4. Such supplemental salary is linked to the position and not the candidate/employee.
5. The district shall identify all employees in shortage areas.
6. The plan shall be phased in by September 1, 2023, with the hardest to fill positions beginning in September 1, 2017, and descending in priority order in the following years.



7. Effective with fiscal year 2017-2018 budget, the District shall create a budget line item for the purpose of funding the hard to fill positions. This fund shall be a percentage of all district employee salaries.
8. Shortage areas may fluctuate over time and must be reviewed annually to remain market sensitive.
9. Supplemental salary offer shall be contingent on market forces, including but not limited to market averages for that position and the number and quality of applicants.

**Legal Ref.: Section 118.22 (Wisconsin Statutes) (Renewal of Teacher Contracts)**

**EMPLOYEE HANDBOOK (EHB) PROPOSED CHANGES FROM MARCH 13, 2017, COMMITTEE MEETING**

#	Name on Form	EHB Part	EHB Page/Section/Section #	Employee HB Com Recommendation to Make Change	Approved Board Action		Date
					YES	NO	
1	Janessa Katzenberger	Part II - Certified Staff	Pg. 40, Section 1, 1.02 - Administratively Called Meetings	X			
2	Jerry Roth	Part II - Certified Staff	Pg. 40, Section 1, 1.04 and 1.05 - add Supervision of Co/Extra-Curricular Events	X		Mr. Roth rescinded this change during 3/22/17 Board meeting.	
3	Scott Everson	Part II - Certified Staff	Pg. 48 and 49, Section 6, 6.01, B - add new #4 #3 - co-and/or extra-curricular service in the District	X			

**Clerical Items - None**

3/6/17 March 13 proposed changes for committee

1st Reading: March 22, 2017

2nd Reading: April 12, 2017

3rd Reading: 4/12/17 Board Approved/Denied

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**  
Employee Handbook Committee Minutes

The Employee Handbook Committee meeting was held Monday, March 13, 2017, at 4:30 pm in the District Board and Training Center.

**Attendance**

Members in attendance: John Rasmussen, Brian Benson, Keith Hennig, Michelle Klopp, Jerry Roth and Mark Schwartz. Absent: Melissa Hammann, Steve Scherber and Catherine Schuett.

**Appoint Someone to Take the Minutes**

Mr. Schwartz volunteered to take the minutes.

**Approve January 9, 2017, Minutes**

Motion by Mr. Hennig, seconded by Mr. Roth, moved to approve the January 9, 2017, minutes as presented. Motion carried, voice vote.

**Review**

Policy #152 – Employee Handbook, Appendix A, Employee Handbook Proposed Change Form, and Employee Handbook Clerical Items guide sheet. Same as in previous meeting.

**Review Suggested Employee Handbook Changes From Each Employee Group Representative, District Office, and Policy Committee**

#1 – Part II, Certified Staff, Pg. 40, Section 1, 1.02-Administratively Called Meetings.

*Michelle Klopp voiced concern about the language from “(IEP) meeting which may be held any day of the week at any time” to be more specific. Mr. Hennig commented that Monday through Friday may be an appropriate adjustment to the language.*

*Mr. Benson expressed concern of the language regarding teacher notification before 3:15 as plans and schedules may already be in place. Mr. Hennig suggested “48 hours notice whenever possible” was a potential wording to consider.*

#2 – Part II, Certified Staff, Pg. 40, Section 1, 1.04 and 1.05 – Add Supervision of Co/Extra Curricular Events.

*Michelle Klopp expressed concern over legal and contractual issues in regard to assigning teachers hours outside the school day.*

#3 – Part II, Certified Staff, Pg. 48 and 49, Section 6, 6.01, B – Add New #3-Co-and/or Extra-Curricular Service in the District.

*The Committee voted 5-0 (Michelle Klopp abstained) to change #3 and #4 around in the order of proposed factors with consideration to the determination of potential teacher lay-offs.*

Clerical Items – None.

**Adjourn**

Motion by Mr. Hennig, seconded by Mr. Schwartz, moved to adjourn the meeting. Motion carried, voice vote. Meeting adjourned at 4:55 pm.

Approved \_\_\_\_\_  
John Rasmussen, Chair

Email Approval From Committee Members: 3/22/17

# EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective Upon Board Approval July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please work with your employee group/representative to complete a form for each suggested change. Once the form is complete, please return to the District Administrator Administrative Assistant in the District Office, prior to each quarterly Employee Handbook Committee meeting. The Employee Handbook Committee will review, all suggested changes submitted by employee groups during each of the first three quarters of the school year, and the Committee Chair will forward recommendations to the Board of Education. The Board of Education will approve suggested changes quarterly, with implementation July 1 of each year.

Employee/School Board Member Name: Janessa Katzenberger

Employee Handbook Part: II: Certified Staff

Employee Handbook Page/Section/Section #: Pg. 40, Section 1, Section #1.02

**Suggested Revision:**

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

All required meetings will be held on Mondays and Wednesdays and last no later than 4:15 pm with the exception of Individual Educational Plan (IEP) meetings which may be held any day of the week at any time that works best for the IEP team. Teachers will be notified of their professional responsibility to participate in individual or group meetings before 3:15 pm. Teachers can be excused from such duty at the principal's or designee's discretion. Coaches and advisors will be excused at 3:15 pm on each school day during their season.

\*\*\*\*\*

**DISTRICT OFFICE USE ONLY**

Form received: 3-6-17 jkr

Board of Education Approval of Change: YES \_\_\_ or NO \_\_\_; Action Date \_\_\_\_\_

Cost Impact and Amount: Reduces IEP Meeting costs by \$2267

Legal Impact: None

Certified Staff – Pg. 40, Section 1, Section 1.02 –

Current –

**1.02 Administratively Called Meetings**

All required meetings, except IEP (individual educational plans) meetings, will be held on Monday and Wednesdays only and last no later than 4:15 pm. IEP meetings may be held Monday through Thursday and teachers will be paid for time spent after 4:00 pm for IEP meetings. Teachers will be notified of their obligation to participate in individual or group meetings before 3:15 pm. Teachers can be excused from such duty at the principal's or designee's discretion. Coaches and advisors will be excused at 3:15 pm on each school day during their season.

Proposed –

**1.02 Administratively Called Meetings**

All required meetings will be held on Mondays and Wednesdays and last no later than 4:15 pm with the exception of Individual Educational Plan (IEP) meetings which may be held any day of the week at any time that works best for the IEP team. Teachers will be notified of their professional responsibility to participate in individual or group meetings before 3:15 pm. Teachers can be excused from such duty at the principal's or designee's discretion. Coaches and advisors will be excused at 3:15 pm on each school day during their season.

# EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective Upon Board Approval July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please work with your employee group/representative to complete a form for each suggested change. Once the form is complete, please return to the District Administrator Administrative Assistant in the District Office, prior to each quarterly Employee Handbook Committee meeting. The Employee Handbook Committee will review, all suggested changes submitted by employee groups during each of the first three quarters of the school year, and the Committee Chair will forward recommendations to the Board of Education. The Board of Education will approve suggested changes quarterly, with implementation July 1 of each year.

Employee/School Board Member Name: Scott Everson

Employee Handbook Part: 6.0 Reduction in Force, Positions, and Hours

Employee Handbook Page/Section/Section #: Page 48-49; Section 6.01, part B

Suggested Revision: Add factor #3: "Co- and/or extra-curricular service in the district"  
How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

To better provide our students with opportunities to pursue the arts, athletics, and other activities.

\*\*\*\*\*

### DISTRICT OFFICE USE ONLY

Form received: 3-17-15

Board of Education Approval of Change: YES \_\_\_ or NO \_\_\_; Action Date \_\_\_\_\_

Cost Impact and Amount: None

Legal Impact: None

Certified Staff – Pg. 48 and 49, Section 6, 6.01, B –

Current –

- B. In determining which teachers shall be laid-off, the Board shall take into account the following factors respectively:
1. volunteers,
  2. academic training and certification as determined by the Department of Public Instruction,
  3. ability and performance as a teacher in the District per documented evaluation and letters of discipline by supervisory personnel,
  4. length of service in the District, and
  5. years of teaching experience.

Proposed –

- B. In determining which teachers shall be laid-off, the Board shall take into account the following factors respectively:

1. volunteers,
2. academic training and certification as determined by the Department of Public Instruction,

Per  
Handbook  
minutes

- ~~4.~~ ~~3.~~ **co-and/or extra-curricular service in the District,**
- ~~3.~~ ~~4.~~ ability and performance as a teacher in the District per documented evaluation and letters of discipline by supervisory personnel,
5. length of service in the District, and
5. years of teaching experience.

Approved: May 11, 1987  
Revised: September 13, 2004  
Revised:

341.31

1<sup>st</sup> Reading: 3/8/17; 2<sup>nd</sup> Reading: 3/22/17; 3<sup>rd</sup> Reading: 4/12/17

## HUMAN GROWTH AND DEVELOPMENT

The Evansville Community School District Board of Education recognizes that the purpose of human growth and development education is to help students acquire factual knowledge, and skills, and develop attitudes and values which will result in behavior that contributes to the well-being of the individual, the family and society.

The human growth and development curriculum shall be developed by the professional staff and reviewed by an appointed advisory committee, which will advise the Board on the design and implementation of the curriculum.

The advisory committee shall be comprised of parents, teachers, school administrators, students, health care professionals, members of the clergy, and other residents of the District. No one category or member shall constitute more than one fifth of the committee, except for parents. No more than one quarter of the members of the committee may be made up of District employees or their spouses or school board members or their spouses.

Instructional materials to be used in the human growth and development curriculum will be available for inspection by the parent/guardian. Parents/guardians may request in writing that their children be excused from class when specific topics are being discussed. The District will offer an alternative curriculum for students whose parents excuse them.

Legal Ref.: Sections 118.01(2)(d)2 Wisconsin Statutes (Educational Goals and Expectations)  
118.019 (Human Growth and Development Instruction)



Approved: May 11, 1987  
1<sup>st</sup> Reading: 3/8/17; 2<sup>nd</sup> Reading: 3/22/17; 3<sup>rd</sup> Reading: 4/12/17

350

**CONSIDER TO REMOVE**  
**– PER WASB, DOES NOT RECOMMEND TO HAVE POLICY**

#### EXTENDED INSTRUCTIONAL PROGRAMS

Since learning is an ongoing process, the Evansville School District shall encourage individual efforts to learn by providing instructional opportunities that extend, reinforce or supplement the traditional school day activities and programs. School sponsored educational activities should be available to adult members of the Evansville community as well as those of school age in the form of night school, workshops, conferences and other special leaning opportunities.

Approved: January 11, 1988

440

Revised: October 11, 2004

Revised:

1<sup>st</sup> Reading: 3/8/17; 2<sup>nd</sup> Reading: 3/22/17; 3<sup>rd</sup> Reading: 4/12/17

## STUDENT RIGHTS AND RESPONSIBILITIES

Each student has a right to an education. Students have the responsibility to apply themselves to maximize the benefit they receive from their education. Each student has a right to an environment that allows them to identify and pursue personal academic interests. Students have the responsibility to behave in such a way that all other students can exercise that right. Student behavior that disrupts classwork, involves substantial disorder or invades the rights of others shall not be tolerated.

Students shall have the right to advocate change of any policy or regulation. Students may exercise their right to freedom of expression through speech, petition, and other lawful means. The exercise of this right may not interfere with the rights of others. Freedom of expression may not be utilized to present material which tends to be obscene or slanderous, or to defame character, or to advocate violation of federal, state and local laws, or official school policies, rules and regulations.

No right is absolute. The freedom of an individual or group to exercise rights ceases when that exercise infringes upon the rights of others. Teachers and students shall promote tolerance for the views and opinions of others, as well as for the right of an individual to form and hold different opinions and beliefs.

A student who has reached the age of majority possesses the full rights of an adult. Such as the students may exercise authority in those school matters previously handled by their parent/guardian, such as the responsibility for performance in school, attendance, and compliance with school rules.

The enforcement of this policy must be done in accordance with due process. Students and parents/guardians are given notice of the rules governing expected behavior and consequences for misbehavior through the Code of Conduct which they receive annually in their student handbooks. The process for a hearing when the Code of Conduct is violated is also specified in the student handbooks.

Legal Ref.: Sections 118.13 Wisconsin Statutes (Pupil Discrimination Prohibited)  
120.13(1) (School Board Powers)  
Article 1 and Article X – Section 3, Wisconsin Constitution  
PI 9.93(1), Wisconsin Administrative Code

Revised:

1<sup>st</sup> Reading: 3/8/17; 2<sup>nd</sup> Reading: 3/22/17; 3<sup>rd</sup> Reading: 4/12/17

## SCHOOL HEALTH SERVICES

The Evansville Community School District Board of Education shall provide a school health services dedicated to provide and maintain the physical, mental, and emotional health of all students while remaining in compliance with state and federal laws and regulations.

School health services shall provide information and instruction to enable students to take responsibility for their own health, the health of others, and an understanding of the fundamental principles of a healthy lifestyle.

The District's health services program shall include the following:

1. Conducting and initiating various health examinations (i.e., vision and hearing screeners).
2. Cooperation of the Board with local and state officials in the event of epidemics, and/or natural disasters, or any conditions judged potentially dangerous to schools and community.
3. Daily observation of students' health.
4. Maintenance of appropriate health records.

Legal Ref: Sections 115.777 Wisconsin Statutes (Special Education Referrals)

121.02(1)(g) (School District Standards)

PI 8.01(2)(g) and PI 11.36 Wisconsin Administrative Code

Revised: October 9, 2006

453.1

Revised: April 9, 2012

Revised:

1<sup>st</sup> Reading: 3/8/17; 2<sup>nd</sup> Reading: 3/22/17; 3<sup>rd</sup> Reading: 4/12/17

## **Mandated Policy**

### EMERGENCY NURSING SERVICES

Emergency nursing services shall be provided in the Evansville Community School District in accordance with state law and established procedures. The objective of emergency nursing services is to provide immediate care of illness or injury occurring during the school day and at all school sponsored activities.

In providing the emergency nursing service, the District shall:

1. Employ its own nurse, currently licensed by the State of Wisconsin, or contract with the Rock County Health Department for the purpose of directing emergency nursing services.
2. Arrange for a local physician to serve as medical advisor.
3. Establish written policies and procedures for dealing with accidental injury, illness, and administration of medication at school and at all school-sponsored activities. These policies and procedures will be developed by the District and reviewed by the medical advisor and the school nurse or the Rock County Health Department and be adopted by the Board.
4. Ensure that in the absence of the school nurse, the building principal or his/her designee is responsible for providing or obtaining emergency care. The principal is responsible for the designation of individuals responsible in each school and for all school functions to carry out the emergency nursing procedures when the school nurse is not officially in attendance at the school or school function.
5. Designate the school health clerk as the person responsible for the actual implementation of the emergency nursing program in each school building.
6. Provide a health area at each school, which is equipped with the supplies necessary to provide emergency care in accordance with established procedures.
7. Maintain a record system at each school which includes accident reports, medication logs, and a log of rendered services.
8. Provide for the annual review of the Emergency Nursing Services manual to include the Director of Student Services, district health clerk, school nurse, or the Rock County Health Department.
9. Obtain and maintain emergency information for each student and district employee. Failure by the parent or legal guardian to provide updated emergency information for their child will give the District the authority to provide emergency care as needed according to school approved procedures.

Legal Ref: Sections: 118.07(1) Wisconsin Statutes (Health and Safety Requirements)

118.125 (Pupil Records)

118.29 (Administration of Drugs to Pupils and Emergency Care)

118.291 (Asthmatic Pupils; Possession and Use of Inhalers)

121.02 (1)(g) (School District Standards)

146.81-146.83 (Miscellaneous Health Provisions)

252.12 (HIV and Related Infections, Including Hepatitis C Virus Infections; Services and Prevention)

PI 8.01 (2)(g) Wisconsin Administrative Code

Local Ref.: Policy #453 – School Health Services

Policy #453.3 – Communicable Diseases

Policy #453.4 – Administering Medications to Students

Policy #453.4 Form – Medication Consent Form

Policy #453.4 Form 1 – Physician/Practitioner Medication Consent Form

Approved: January 11, 1988

453.2

Revised: October 9, 2006

Revised:

1<sup>st</sup> Reading: 3/8/17; 2<sup>nd</sup> Reading: 3/22/17; 3<sup>rd</sup> Reading: 4/12/17

## STUDENT IMMUNIZATIONS

The Evansville Community School District requires each student to present evidence of completed basic and recall (booster) series immunizations unless the student, if an adult, or the parent, guardian or legal custodian of a minor student submits a written waiver based on health, religious, or personal conviction reasons to the District.

In accordance with state law, all students enrolled in grades 4K-12 shall meet immunization requirements. Immunizations are required for measles, rubella, diphtheria, pertussis (whooping cough), polio, tetanus, mumps, hepatitis B, and varicella (chicken pox).

The District shall follow the timelines set forth by the Wisconsin Department of Health Services for ensuring compliance with the immunization requirements. If the compliance level is less than 99%, noncompliant students shall be excluded from school by the building principal under the conditions and to the extent authorized by law.

The District will utilize the Wisconsin Immunization Registry to ensure accurate immunization records and maintain district compliance with state law.

**The District recognizes that this policy will not act as a barrier to students qualifying under the McKinney-Vento Homeless Education Assistance Act.**

Legal Ref.: Sections 118.125(1)(c) Wisconsin Statutes (Pupil Records)  
120.12(16) (School Board Duties)  
252.04 (Immunization Program)  
HFS 144 Wisconsin Administrative Code  
**Every Student Succeeds Act**

Local Ref.: Policy #453 – School Health Services

## COMMUNICABLE DISEASES

The Evansville Community School District shall follow federal, state and local laws and regulations, and in cooperation with the Rock County Health Department shall establish and maintain appropriate health and safety standards regarding known or suspected communicable diseases, as well as the reporting of disease and disease control.

Communicable disease control procedures shall be maintained in cooperation with the Rock County Health Department. Any person who knows or suspects that a student or staff member has a communicable disease shall notify the District nurse or building principal. The District nurse or building principal, shall then notify the parent/guardian for further testing and diagnosis. If required, pursuant to public health statutes and regulations, the District nurse or building principal will make a report to the Rock County Health Department.

The Wisconsin Department of Health Services chart “Wisconsin Childhood Communicable Diseases” available at (<https://www.dhs.wisconsin.gov/publications/p4/p44397.pdf>) will serve as a reference for the District’s response to communicable diseases. The chart will be available in all school health offices.

For purposes of the District’s communicable disease policy, communicable diseases include, but are not limited to, the following:

Ameobiasis	Lice
Campylobacter	Measles
Chicken pox (varicella)	Meningitis
Chlamydia	Mononucleosis virus
Cytomegalovirus	Mumps
Gastrointestinal viruses	Pertussis
Giardiasis	Rotavirus
Gonorrhea	Salmonella bacteria
Hepatitis B virus	Scabies
HIV/AIDS	Shigella bacteria
Impetigo	Syphilis
Influenza virus	Tuberculosis

Each case shall be assessed on an individual basis, using current literature, state and local recommendations and policies, state statutes and administrative codes. A team effort including the school nurse, health clerk, school staff, health department staff and any appropriate medical consultants shall be utilized to prevent the transmission of communicable diseases.

Students and staff may be excluded from school and/or school-related activities if they are suspected of or diagnosed as having a communicable disease, as defined by the Wisconsin Department of Health Services, that poses a significant health risk to others or that renders them unable to adequately pursue their studies or perform their jobs. Students and staff who are excluded shall be excluded until a physician allows them to return to school. Students and staff

excluded from school pursuant to this policy may appeal their exclusion in accordance with established procedures.

Employees who provide services or perform duties that expose them to a significant health risk, may be excused by the District, from providing such duties until such time as they are no longer exposed to a significant health risk. During the excused time, the employee will be reassigned to other duties. No employee shall refuse to perform his/her duties or refuse to work with, or provide services to students or staff because they have (or may have) a communicable disease if the communicable disease does not pose a significant health risk to others.

In recognition that an individual's health status is personal and private, all information reported under this policy shall remain confidential in accordance with state and federal law.

#### Appeal Process

In situations where there is a disagreement with the District's decision or recommendation, an appeal may be made within five days to the district administrator, or designee. The appeal shall be in writing and shall include the following:

- Statement of facts
- Statement of relief requested
- Any necessary medical information required

The district administrator, or designee, shall render a decision in writing within five days of receipt of the appeal. In the event there is disagreement with the district administrator's decision, the matter may be appealed within five days to the school board. For purposes of this process, a "day" shall be defined as regular working days excluding Saturdays, Sundays and days school is not in session during the school year. During summers, paid holidays are excluded.

Legal Ref.: Sections: 103.15 Wisconsin Statutes (Restrictions on Use of an HIV Test)  
111.34 (Disability: Exceptions and Special Cases)  
118.01(2)(d)2c (Educational Goals and Expectations)  
118.125 (Pupil Records)  
118.13 (Pupil Discrimination Prohibited)  
118.25 (Health Examinations)  
121.02(1)(i) (School District Standards)  
146.82-146.83 (Confidentiality of Patient Health Care Records)

Local Ref.: Policy #453 – School Health Services



EVANSVILLE COMMUNITY SCHOOL DISTRICT  
Evansville, Wisconsin

The regular meeting of the Board of Education of the Evansville Community School District was held Wednesday, March 22, 2017, at 6:00 pm in the District Board and Training Center.

The meeting was called to order by President Mason Braunschweig. Roll call was taken. Members present: Braunschweig, Busse, Rasmussen, Hammann, Oberdorf, and Hennig. Absent: Spanton Nelson.

**APPROVE AGENDA**

Motion by Mr. Busse, seconded by Mr. Hennig, moved to approve the agenda as presented. Motion carried, 6-0 (voice vote).

**PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS**

- Open Enrollment – February 6 – April 28, 2017
- Back To School Days – August 8, 3:00-7:00 pm and August 16, 10:00-2:00 pm

**INFORMATION & DISCUSSION**

District Administrator, Mr. Roth, have an update on the 2018 potential referendum; a staff survey went out on facility needs and working on a timeline for a Citizens Advisory Committee.

Director of Student Services, Ms. Katzenberger, shared the pupil nondiscrimination self-evaluation report. Discussion.

Business Manager, Mr. Swanson, presented an updated list of recommended items for reduction or elimination to balance the 2017-2018 preliminary budget. Discussion. Items to approve at April 12 meeting: #1-eliminate hard to fill positions line item; #2-no additional high school computer lab; #3-reduce administrator travel budgets; #4-eliminate Atlas Curriculum Map; #7-eliminate CESA transition network; #8-eliminate data retreat; #9-eliminate History Hunters; #10-eliminate Educator Effectiveness Coaches; #11-eliminate Gateway Distance Learning Contract; and #17-reduce English Language Arts at High School.

Ms. Hammann gave an update on the Evansville Education Foundation.

Mr. Roth and Ms. Hammann gave an update on the Administrators Compensation Committee, including reviewing a compensation model in the future and to propose an increase to the Director of Student Services salary for the 2016-2017 school year. Discussion.

Mr. Swanson gave an update on the Insurance Committee work; waiting for insurance numbers from provider. Discussion.

Budget Finance agenda for April 26, 2017, meeting discussed.

## **BUSINESS (Action Items)**

Motion by Mr. Busse, seconded by Mr. Rasmussen, moved to approve the resignation of Alice Murphy, Director of Instruction, effective June 30, 2017. Discussion. Motion carried, 6-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Busse, moved to approve the 2016-2017 salary of \$91,000 for Janessa Katzenberger, Director of Student Services. Motion carried, 6-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Busse, moved to approve the March 8, 2017, regular meeting minutes, as presented. Motion carried, 6-0 (voice vote).

## **POLICIES**

Ms. Hammann presented for a first reading, policy: Staffing Hard to Fill Positions. Discussion.

Ms. Hammann presented for a second reading, policies: #341.31-Human Growth and Development; #350-Extended Instructional Programs; #440-Student Rights and Responsibilities; #453-School Health Services; #453.1-Emergency Nursing Services; #453.2-Student Immunizations; and #453.3-Communicable Diseases. Discussion.

## **EMPLOYEE HANDBOOK – FIRST READING OF PROPOSED CHANGES**

Mr. Braunschweig presented for a first reading, suggested Employee Handbook proposed changes: #1-Part II, Certified Staff, Pg. 40, Section 1, 1.02-Administratively Called Meetings; #2-Part II, Certified Staff, Pg. 40, Section 1, 1.04 and 1.05; and #3-Part II, Certified Staff, Pg. 48 and 49, Section 6, 6.01, B-Add new #3-Co-and/or Extra Curricular Services in the District. Discussion. Proposed change #1 rescinded by Mr. Roth; no further action will take place. Proposed change #2, new #3 item will be item #4.

## **BOARD DEVELOPMENT**

Mr. Braunschweig led discussion on summer board meeting dates. Discussion. Board meeting dates: June 14, if needed, June 28 and July 19.

Mr. Braunschweig shared the upcoming meeting dates of the Continuous System Improvement (CSI) Plan for: Communication and Community Engagement; Staff and Student Teaching and Learning; Technology; Facilities, Operations and Transportation; and Climate and Culture. Discussion.

Board Development agenda for April 26, 2017, discussed.

## **FUTURE AGENDA**

April 12, 2017, meeting agenda discussed.

## **INTERVIEW CONSTRUCTION MANAGERS**

Construction Managers Firms interviews took place with JP Cullen and J.H. Flndorff.

## **DISCUSS CONSTRUCTION MANAGERS INTERVIEWS**

Discussion of the four construction managers firms took place. Approval of a firm to take place at the April 12, 2017, meeting.

**EXECUTIVE SESSION**

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to move into executive session, under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss an Administrator, Teachers, and negotiation strategy concerning the 2017-2018 contracts with the Evansville Education Association covering teachers. Motion carried, 6-0 (roll call vote).

**ADJOURN**

Meeting adjourned from executive session at 9:46 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: \_\_\_\_\_ Dated: \_\_\_\_\_ Approved: 4/12/17  
Mason Braunschweig, President

Unapproved Minutes

CHECK	CHECK CHE	ACCOUNT
DATE	NUMBER TYP VENDOR	AMOUNT NUMBER
03/01/2017	81306 R COMMUNITY FOUNDATION	1,000.00 10 E 400 411 240000 000
03/01/2017	161700531 A HAGEN, CHRISTOPHER	60.00 10 E 400 310 162105 000
03/01/2017	161700531 A HAGEN, CHRISTOPHER	60.00 10 E 400 310 162205 000
03/01/2017	81307 R JAMES MADISON MEMORI	51.00 10 E 400 943 161300 000
03/01/2017	161700532 A MARLIN, ALISON	100.00 10 E 400 310 161300 000
03/01/2017	81308 R WALWORTH JOINT SCHOO	40.00 10 E 200 943 161300 000
03/09/2017	81309 R ALBRECHTSON, JACK	65.00 10 E 400 310 162205 000
03/09/2017	81310 R BLUM, GREGORY	84.00 10 E 400 310 162205 000
03/09/2017	81317 R DENNIS, GREGORY	160.00 21 E 400 411 125000 750
03/09/2017	81311 R DEVALK, TAYLOR	84.00 10 E 400 310 162205 000
03/09/2017	81318 R DILGER, AMBER	115.00 21 E 400 411 125000 750
03/09/2017	81319 R ELY, KRISTIE	150.00 21 E 400 411 125000 750
03/09/2017	81320 R FLANAGAN, KAREN	120.00 21 E 400 411 125000 750
03/09/2017	81321 R FLANAGAN, TERRENCE	160.00 21 E 400 411 125000 750
03/09/2017	161700533 A HAGEN, CHRISTOPHER	60.00 10 E 400 310 162105 000
03/09/2017	161700533 A HAGEN, CHRISTOPHER	60.00 10 E 400 310 162205 000
03/09/2017	81322 R HAZARD, SCOTT	165.00 21 E 400 411 125000 750
03/09/2017	81323 R HILLMER, KIMBERLIE	140.00 21 E 400 411 125000 750
03/09/2017	81312 R JAMESON, DAVE	84.00 10 E 400 310 162205 000
03/09/2017	81313 R JOHNSON, JESSE	60.00 10 E 400 310 162205 000
03/09/2017	81314 R MAMA RITA'S	88.31 10 E 400 411 240000 000
03/09/2017	161700534 A MARLIN, ALISON	100.00 10 E 400 310 161300 000
03/09/2017	81324 R MCMANAMA, MARIE	115.00 21 E 400 411 125000 750
03/09/2017	81325 R MOTT, WILLIAM	140.00 21 E 400 411 125000 750
03/09/2017	81326 R SABLE, CHARLES	155.00 21 E 400 411 125000 750
03/09/2017	81327 R SARDINA, RENE	155.00 21 E 400 411 125000 750
03/09/2017	81315 R SCHERNECKER, GREGG	114.50 10 E 400 310 162205 000
03/09/2017	161700535 A SCHIELDT, CORINE	140.98 10 E 400 411 240000 000
03/09/2017	81328 R SPICER, LUKE	175.00 21 E 400 411 125000 750
03/09/2017	81329 R STREATOR, STEVE	180.00 21 E 400 411 125000 750
03/09/2017	81330 R WEBER, ALYSE	95.00 21 E 400 411 125000 750
03/09/2017	81316 R ZEHREN, PETER	65.00 10 E 400 310 162205 000
03/09/2017	81331 R ZWICK, BRIAN	135.00 21 E 400 411 125000 750
03/10/2017	81332 R FIDUCIARY TRUST INTE	1,274.00 10 L 000 000 811670 000
03/10/2017	81333 R METLIFE	75.00 10 L 000 000 811670 000
03/10/2017	81334 R MG TRUST COMPANY	742.50 10 L 000 000 811670 000
03/10/2017	81334 R MG TRUST COMPANY	7.50 27 L 000 000 811670 000
03/13/2017	81335 R DAVE'S ACE HARDWARE	9.99 10 E 000 411 253300 000
03/13/2017	81335 R DAVE'S ACE HARDWARE	39.96 10 E 000 411 253300 000
03/13/2017	81335 R DAVE'S ACE HARDWARE	23.96 10 E 000 411 253300 000
03/13/2017	81335 R DAVE'S ACE HARDWARE	6.27 10 E 000 411 253300 000
03/13/2017	81336 R ADVANCED DISPOSAL	117.77 10 E 000 339 253300 000
03/13/2017	81336 R ADVANCED DISPOSAL	267.25 10 E 100 339 253300 000
03/13/2017	81336 R ADVANCED DISPOSAL	267.25 10 E 200 339 253300 000
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03/13/2017	161700536 A AIRGAS USA LLC	95.04 10 E 400 411 136000 000
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03/13/2017	81338 R ALL 'N ONE	34.73 27 E 000 348 256250 011
03/13/2017	81338 R ALL 'N ONE	72.46 27 E 000 348 256250 011
03/13/2017	81338 R ALL 'N ONE	30.03 10 E 000 348 253500 000
03/13/2017	81338 R ALL 'N ONE	24.02 10 E 000 348 253500 000
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03/13/2017	81340	R	BJ ELECTRIC SUPPLY I	197.84	10 E 300 323 253301 000
03/13/2017	161700538	A	BLU'S FROYO SHOPPE	91.50	50 E 000 411 257000 000
03/13/2017	161700539	A	BOARDMAN & CLARK LLP	4,245.00	10 E 000 310 231500 000
03/13/2017	81341	R	BOOK LOOK	374.96	10 E 400 411 240000 000
03/13/2017	81342	R	BRIGHTSTAR CARE	437.50	27 E 000 310 214000 341
03/13/2017	81342	R	BRIGHTSTAR CARE	650.00	27 E 000 310 214000 341
03/13/2017	81343	R	BRODHEAD SCHOOL DIST	535.20	10 E 000 382 256710 000
03/13/2017	81344	R	BURTON & BURTON	250.31	21 E 400 411 240000 757
03/13/2017	161700540	A	CARTER & GRUENEWALD	12.78	10 E 000 411 253400 000
03/13/2017	161700540	A	CARTER & GRUENEWALD	1.50	10 E 000 411 253400 000
03/13/2017	81345	R	CATAPULTK12	800.00	10 E 000 310 266400 000
03/13/2017	161700541	A	CESA #2	2,835.42	27 E 000 386 156100 341
03/13/2017	161700541	A	CESA #2	150.00	10 E 000 386 221200 107
03/13/2017	81346	R	CESA 5	750.00	27 E 000 386 221300 341
03/13/2017	161700542	A	CITY GLASS COMPANY	5,577.00	10 E 000 327 253300 000
03/13/2017	161700543	A	DECKER EQUIPMENT	502.13	10 E 000 411 253300 000
03/13/2017	81347	R	E & D WATER WORKS IN	16.50	10 E 100 411 240000 000
03/13/2017	81347	R	E & D WATER WORKS IN	66.00	10 E 100 411 240000 000
03/13/2017	81348	R	EVANSVILLE HIGH SCHO	20.00	10 R 000 292 500000 000
03/13/2017	81349	R	EQUAL RIGHTS DIVISIO	7.50	10 E 400 411 240000 000
03/13/2017	81350	R	EVANSVILLE REVIEW	395.50	10 E 000 351 232000 000
03/13/2017	81351	R	FIDELITEC LLC	49.00	10 E 000 310 252500 000
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03/13/2017	161700545	A	FISCHER, NICOLE	83.13	10 E 000 942 252500 000
03/13/2017	81352	R	FREESTYLE PHOTOGRAPH	592.47	10 E 400 411 121000 000
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03/13/2017	81353	R	GLOBALCOM TECHNOLOGI	433.13	10 E 000 310 266400 990
03/13/2017	81354	R	HEARTLAND BUSINESS S	395.34	10 E 000 411 266400 990
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03/13/2017	161700549	A	LANDMARK SERVICES CO	1,301.74	10 E 000 335 256610 000
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03/13/2017	161700550	A	MACK, TAYLOR	117.54	21 E 400 411 162109 787
03/13/2017	161700551	A	MARTIN, LAURA	14.75	10 E 100 411 120000 006
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03/13/2017	81355	R	MASON, CRAIG	200.00	10 E 400 411 125500 000
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03/13/2017	81356	R	MADISON AREA TECHNIC	504.85	10 E 400 389 431000 898
03/13/2017	81357	R	MCCANN'S ROOTER SEWE	280.00	10 E 100 323 253302 000
03/13/2017	161700552	A	MCDANIEL, KATIE	16.74	10 E 100 411 240000 000
03/13/2017	161700552	A	MCDANIEL, KATIE	67.20	10 E 000 342 221200 107
03/13/2017	81358	R	MILLER, DAN	5.00	10 R 000 292 500000 000
03/13/2017	161700553	A	MILLS, CAROLYN	53.82	27 E 000 342 221300 341
03/13/2017	161700554	A	MJ CARE, INC.	478.50	27 E 000 310 252000 019
03/13/2017	81359	R	MONROE ENGRAVING INC	460.90	21 E 400 411 162210 773

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DATE	NUMBER	TYP	VENDOR	AMOUNT	NUMBER				
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03/13/2017	161700555	A	NASCO	797.09	10	E	100	411	143000 000
03/13/2017	161700555	A	NASCO	4.01	10	E	100	411	143000 000
03/13/2017	161700556	A	OAKESON, JOMARIE	61.46	10	E	100	411	120002 002
03/13/2017	81360	R	OFFICE DEPOT	27.49	21	E	100	411	121000 711
03/13/2017	81360	R	OFFICE DEPOT	63.27	10	E	300	411	240000 000
03/13/2017	81360	R	OFFICE DEPOT	140.49	10	E	300	411	240000 000
03/13/2017	81360	R	OFFICE DEPOT	42.02	21	E	100	411	121000 711
03/13/2017	81360	R	OFFICE DEPOT	10.32	21	E	100	411	121000 711
03/13/2017	161700557	A	OFFICE PRO	14.39	10	E	000	411	232000 000
03/13/2017	161700557	A	OFFICE PRO	116.94	10	E	400	411	136000 000
03/13/2017	161700557	A	OFFICE PRO	58.76	10	E	400	411	240000 000
03/13/2017	161700557	A	OFFICE PRO	33.38	10	E	000	411	232000 000
03/13/2017	161700557	A	OFFICE PRO	44.40	10	E	000	411	232000 000
03/13/2017	161700557	A	OFFICE PRO	80.36	10	E	100	411	120002 002
03/13/2017	161700558	A	PAPENDIECK, SANDRA	15.99	10	E	300	411	120003 003
03/13/2017	81361	R	PIGGLY WIGGLY	8.99	10	E	400	411	120000 900
03/13/2017	81361	R	PIGGLY WIGGLY	23.14	10	E	000	411	232000 000
03/13/2017	81361	R	PIGGLY WIGGLY	-0.66	10	E	000	411	232000 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	-1,100.00	10	E	000	335	256610 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	96.30	10	E	400	341	256770 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	136.30	10	E	400	411	124000 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	193.19	10	E	400	411	240000 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	53,896.40	10	E	000	341	256710 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	6,907.68	27	E	000	341	256750 011
03/13/2017	81362	R	RINGHAND BROTHERS IN	76.71	10	E	400	341	162108 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	599.71	10	E	400	341	162205 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	428.09	10	E	400	341	162105 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	350.80	10	E	400	341	162211 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	249.72	10	E	200	341	162105 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	541.94	10	E	200	341	162211 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	76.71	10	E	400	341	162109 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	431.56	10	E	400	341	161300 000
03/13/2017	81362	R	RINGHAND BROTHERS IN	246.35	10	E	400	411	172000 132
03/13/2017	81362	R	RINGHAND BROTHERS IN	453.74	21	E	100	341	256770 718
03/13/2017	81362	R	RINGHAND BROTHERS IN	54.78	21	E	200	341	256770 742
03/13/2017	81362	R	RINGHAND BROTHERS IN	440.37	21	E	200	341	256770 740
03/13/2017	81362	R	RINGHAND BROTHERS IN	590.20	21	E	200	341	256770 732
03/13/2017	81362	R	RINGHAND BROTHERS IN	345.64	21	E	200	341	256770 744
03/13/2017	81363	R	RITE BITE FUNDRAISIN	93.60	21	E	200	411	125000 731
03/13/2017	81363	R	RITE BITE FUNDRAISIN	8,057.40	21	E	200	411	125000 731
03/13/2017	81364	R	ROMANO FAMILY PIZZA	770.00	10	E	400	411	240000 000
03/13/2017	161700559	A	SCHOLASTIC INC	683.62	21	E	100	411	222200 712
03/13/2017	81365	R	SEROOGY'S CHOCOLATES	19.20	21	E	400	411	125000 752
03/13/2017	81366	R	SIMON, BERNY	5.00	10	R	000	292	500000 000
03/13/2017	161700560	A	SIMONSON, MARK	38.76	10	E	100	342	213000 000
03/13/2017	161700561	A	STOUGHTON AREA SCHOO	1,700.00	10	E	400	943	162122 000
03/13/2017	161700562	A	SWANSON, STEVEN	192.60	10	E	000	342	252500 000
03/13/2017	81367	R	TAHER	38,076.02	50	E	000	310	257000 000
03/13/2017	81368	R	THE OMNI GROUP	85.50	10	E	000	310	252500 000
03/13/2017	81369	R	TEACHERS ON CALL	1,955.80	10	E	100	310	120200 000
03/13/2017	81369	R	TEACHERS ON CALL	768.35	10	E	200	310	120200 000
03/13/2017	81369	R	TEACHERS ON CALL	1,327.15	10	E	300	310	120200 000
03/13/2017	81369	R	TEACHERS ON CALL	3,009.90	10	E	400	310	120200 000
03/13/2017	81369	R	TEACHERS ON CALL	1,773.56	27	E	000	370	159100 011

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03/13/2017	81369	R	TEACHERS ON CALL	768.35	10 E 300 310 120200 000
03/13/2017	81369	R	TEACHERS ON CALL	2,451.10	10 E 400 310 120200 000
03/13/2017	81369	R	TEACHERS ON CALL	1,995.61	27 E 000 370 159100 011
03/13/2017	81370	R	UPS	4.03	10 E 000 353 263300 000
03/13/2017	81371	R	V.A.L.U.E. IN LOCAL	50.00	10 E 000 942 252500 000
03/13/2017	81372	R	WAGNER, RICK	5.00	10 R 000 292 500000 000
03/13/2017	161700563	A	WALTERS, NICOLE	37.55	50 E 000 342 257000 000
03/13/2017	81373	R	WASBO INC	430.00	10 E 000 942 252500 000
03/13/2017	161700564	A	WE ENERGIES	1,228.84	10 E 000 331 253300 000
03/13/2017	161700564	A	WE ENERGIES	5,237.94	10 E 100 331 253300 000
03/13/2017	161700564	A	WE ENERGIES	5,819.77	10 E 200 331 253300 000
03/13/2017	161700564	A	WE ENERGIES	5,280.51	10 E 300 331 253300 000
03/13/2017	161700564	A	WE ENERGIES	3,701.45	10 E 400 331 253300 000
03/13/2017	81374	R	WELDERS SUPPLY COMPA	47.00	21 E 400 411 240000 757
03/13/2017	81374	R	WELDERS SUPPLY COMPA	146.40	21 E 400 411 240000 757
03/13/2017	81374	R	WELDERS SUPPLY COMPA	19.00	10 E 400 411 136000 000
03/13/2017	161700565	A	WIAA	1,882.39	10 R 000 271 500000 000
03/13/2017	161700565	A	WIAA	1,864.73	10 R 000 271 500000 000
03/13/2017	161700565	A	WIAA	2,977.35	10 R 000 271 500000 000
03/16/2017	81375	R	MADISON WEST HIGH SC	56.00	10 E 400 943 161300 000
03/16/2017	161700566	A	MARLIN, ALISON	100.00	10 E 400 310 161300 000
03/16/2017	161700567	A	MILLS, CAROLYN	100.00	10 E 400 310 161300 000
03/16/2017	161700567	A	MILLS, CAROLYN	90.00	10 E 400 310 161300 000
03/21/2017	81376	R	BADGER POPCORN & CON	364.15	21 E 300 411 240000 725
03/21/2017	161700568	A	BADGER SPORTING GOOD	195.84	10 E 200 411 162211 000
03/21/2017	81377	R	BLACKHAWK TECHNICAL	100.00	10 E 400 411 135000 000
03/21/2017	161700569	A	BLU'S FROYO SHOPPE	100.00	50 E 000 411 257000 000
03/21/2017	161700569	A	BLU'S FROYO SHOPPE	95.50	50 E 000 411 257000 000
03/21/2017	161700570	A	CESA #2	8,635.00	27 E 000 386 436000 341
03/21/2017	81378	R	CHARTER COMMUNICATIO	562.82	10 E 000 355 263300 000
03/21/2017	81378	R	CHARTER COMMUNICATIO	1,325.00	10 E 000 310 266400 000
03/21/2017	161700571	A	CZERWONKA, MIKE	46.01	10 E 200 342 212000 000
03/21/2017	161700572	A	DOBBS, JOANIE	24.60	10 E 100 342 240000 000
03/21/2017	161700573	A	FRANKLIN, TIMOTHY	144.45	10 E 000 348 253500 000
03/21/2017	161700574	A	GALLMAN, DARLENE	24.60	10 E 100 342 240000 000
03/21/2017	161700575	A	HEINEMANN	132.00	10 E 000 470 120000 990
03/21/2017	81379	R	MARINO, STEPHANIE	22.00	21 E 000 411 120000 024
03/21/2017	161700576	A	MARTY, RACHEL	24.60	10 E 100 342 240000 000
03/21/2017	161700577	A	MIDWEST SCHOLASTIC	828.25	10 E 400 411 240000 000
03/21/2017	81380	R	OFFICE DEPOT	380.48	10 E 300 411 240000 000
03/21/2017	161700579	A	OFFICE PRO	68.00	10 E 300 411 240000 000
03/21/2017	161700579	A	OFFICE PRO	1.74	10 E 000 411 232000 000
03/21/2017	161700579	A	OFFICE PRO	24.78	10 E 000 411 253300 000
03/21/2017	161700579	A	OFFICE PRO	41.23	10 E 000 411 232000 000
03/21/2017	161700579	A	OFFICE PRO	29.10	10 E 100 411 240000 000
03/21/2017	161700579	A	OFFICE PRO	90.56	10 E 100 411 240000 000
03/21/2017	161700579	A	OFFICE PRO	43.44	10 E 100 411 240000 000
03/21/2017	161700579	A	OFFICE PRO	62.84	10 E 100 411 240000 000
03/21/2017	81381	R	OREGON SCHOOL DISTRI	1,446.00	10 E 000 382 435000 000
03/21/2017	81382	R	PIGGLY WIGGLY	40.00	10 E 400 411 240000 000
03/21/2017	81383	R	RHYME BUSINESS PRODU	3,076.71	10 E 000 678 281000 000
03/21/2017	161700580	A	RHYME BUSINESS PRODU	3,488.85	10 E 000 350 263300 000
03/21/2017	81384	R	RINEHART CHILDREN'S	50.00	10 E 400 411 240000 000
03/21/2017	81385	R	SEW MANY THREADS, LL	234.00	21 E 400 411 125000 754

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03/21/2017	81386	R	TEACHERS ON CALL	838.20	10 E 200 310	120200	000
03/21/2017	81386	R	TEACHERS ON CALL	1,606.55	10 E 300 310	120200	000
03/21/2017	81386	R	TEACHERS ON CALL	2,032.00	10 E 400 310	120200	000
03/21/2017	81386	R	TEACHERS ON CALL	2,241.55	27 E 000 370	159100	011
03/21/2017	81387	R	UPS	11.01	10 E 000 353	263300	000
03/21/2017	161700582	A	WAUNAKEE COMM SCHOOL	295.00	10 E 000 942	221200	107
03/21/2017	81388	R	WELDERS SUPPLY COMPA	74.80	10 E 400 411	136000	000
03/21/2017	161700583	A	WISCONSIN SKYWARD US	145.00	10 E 000 942	266400	000
03/21/2017	161700583	A	WISCONSIN SKYWARD US	145.00	10 E 000 941	232111	000
03/23/2017	81389	R	ALLEN, MICHELLE	30.00	21 E 400 411	125000	752
03/23/2017	81390	R	ANDERSON, HARVEY	93.25	21 E 400 411	125000	752
03/23/2017	81391	R	BANKS, AMY	95.25	21 E 400 411	125000	752
03/23/2017	81392	R	BARLASS, SCOTT	276.25	21 E 400 411	125000	752
03/23/2017	81393	R	BAUMBERGER, JACLYN	277.40	21 E 400 411	125000	752
03/23/2017	161700584	A	BEAL, KATHLEEN	11.00	21 E 400 411	125000	752
03/23/2017	81394	R	BECKER, LISA	250.00	21 E 400 411	125000	752
03/23/2017	81395	R	BEGGS, PATRICK	97.00	21 E 400 411	125000	752
03/23/2017	81396	R	BLUE DEVIL BOWL	100.00	21 E 200 411	240000	744
03/23/2017	81397	R	BOLL, BRAD	25.00	21 E 400 411	125000	752
03/23/2017	81398	R	BORCHARDT, MIKE	25.00	21 E 400 411	125000	752
03/23/2017	81399	R	BRITTON, LORI	25.20	21 E 400 411	125000	752
03/23/2017	81400	R	BROOKINS, RICK	25.00	21 E 400 411	125000	752
03/23/2017	81401	R	BROWN, AMANDA	84.60	21 E 400 411	125000	752
03/23/2017	81402	R	BUSH, STEPHANIE	157.50	21 E 400 411	125000	752
03/23/2017	81403	R	CHRISTENS, STEVE	97.00	21 E 400 411	125000	752
03/23/2017	81404	R	CRONIN, DAWN	54.00	21 E 400 411	125000	752
03/23/2017	81405	R	DUDZIC, STEPHANIE	98.09	21 E 400 411	125000	752
03/23/2017	81406	R	FARNSWORTH, VALERIE	122.50	21 E 400 411	125000	752
03/23/2017	161700585	A	FEENEY, STEPHEN	25.00	21 E 400 411	125000	752
03/23/2017	81407	R	FRAME, KAROL	65.00	21 E 400 411	125000	752
03/23/2017	81408	R	FREY, DENISE	79.00	21 E 400 411	125000	752
03/23/2017	81409	R	FUNK, MICHAEL	8.25	21 E 400 411	125000	752
03/23/2017	81410	R	GASSMAN, SCOTT	104.00	21 E 400 411	125000	752
03/23/2017	81411	R	GEORGE, MIKE	218.00	21 E 400 411	125000	752
03/23/2017	81412	R	GESKE, JAMES	25.00	21 E 400 411	125000	752
03/23/2017	161700586	A	GRANSEE, KELLEY	25.00	21 E 400 411	125000	752
03/23/2017	81413	R	GRAZIOSO, BRANDI	121.60	21 E 400 411	125000	752
03/23/2017	161700587	A	HAMMANN, MELISSA	169.00	21 E 400 411	125000	752
03/23/2017	81414	R	HANSON, COLLEEN	97.00	21 E 400 411	125000	752
03/23/2017	81415	R	HOFFMAN, CHRISTIE	110.75	21 E 400 411	125000	752
03/23/2017	81416	R	JAMES, LISA	116.50	21 E 400 411	125000	752
03/23/2017	81417	R	KALTENBACH, BRIAN	144.50	21 E 400 411	125000	752
03/23/2017	81418	R	KESSENICH, JAMIE	25.00	21 E 400 411	125000	752
03/23/2017	81419	R	KLEIN, ALAN	25.00	21 E 400 411	125000	752
03/23/2017	161700588	A	KNUDSON, LINDA	89.40	21 E 400 411	125000	752
03/23/2017	81420	R	KONIOWKA, DANYAL	61.00	21 E 400 411	125000	752
03/23/2017	81421	R	KRUGMAN, TY	133.00	21 E 400 411	125000	752
03/23/2017	81422	R	KULIKOWSKI, ANN	85.00	21 E 400 411	125000	752
03/23/2017	81423	R	LARSON, ANN	50.00	21 E 400 411	125000	752
03/23/2017	81424	R	LEGRAND, CLINT	25.00	21 E 400 411	125000	752
03/23/2017	81425	R	LOVELY, VICKI	410.00	21 E 400 411	125000	752
03/23/2017	81426	R	MILLER, DARBIE	202.80	21 E 400 411	125000	752
03/23/2017	81427	R	NEUMANN, CHRISTIE	25.00	21 E 400 411	125000	752
03/23/2017	81428	R	OBMASCHER, KELLI	95.40	21 E 400 411	125000	752



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03/23/2017	81429	R	OTT, TODD	97.00	21 E 400 411	125000	752
03/23/2017	81430	R	PARKER, MICHAEL	61.80	21 E 400 411	125000	752
03/23/2017	81431	R	PEART, ANDREW	264.00	21 E 400 411	125000	752
03/23/2017	81432	R	PERNOT, LAURIE	225.60	21 E 400 411	125000	752
03/23/2017	161700589	A	PFEIL, MICHAEL	28.20	21 E 400 411	125000	752
03/23/2017	81433	R	PORTER, CALVIN	103.00	21 E 400 411	125000	752
03/23/2017	81434	R	REYES, ISRAEL	225.00	21 E 400 411	125000	752
03/23/2017	81435	R	RUDSER, KRISTINE	295.40	21 E 400 411	125000	752
03/23/2017	81436	R	RUIZ, BERENICE	365.00	21 E 400 411	125000	752
03/23/2017	81437	R	SCHAFFER, KEVIN	67.00	21 E 400 411	125000	752
03/23/2017	81438	R	SCHNEPPER, MELISSA	70.50	21 E 400 411	125000	752
03/23/2017	81439	R	SCHNEIDER, PATRICIA	107.00	21 E 400 411	125000	752
03/23/2017	81440	R	SENER, NICOLE	376.25	21 E 400 411	125000	752
03/23/2017	81441	R	SIMON, BERNY	25.00	21 E 400 411	125000	752
03/23/2017	161700590	A	SMITH, RENAE	262.00	21 E 400 411	125000	752
03/23/2017	81442	R	STENLI, JULIE	61.00	21 E 400 411	125000	752
03/23/2017	81443	R	THOMPSON, RENAE	25.00	21 E 400 411	125000	752
03/23/2017	81444	R	TIEDT, ANDREW	196.50	21 E 400 411	125000	752
03/23/2017	81445	R	TOFTE, DONNA	188.25	21 E 400 411	125000	752
03/23/2017	81446	R	TORTOMASI, SARA	32.20	21 E 400 411	125000	752
03/23/2017	81447	R	URBAN, SHANNON	47.50	21 E 400 411	125000	752
03/23/2017	81448	R	WAGNER, MIKE	70.00	21 E 400 411	125000	752
03/23/2017	81449	R	WALASEK, JANET	25.00	21 E 400 411	125000	752
03/23/2017	81450	R	WHITEAKER, MICHELLE	97.00	21 E 400 411	125000	752
03/23/2017	81451	R	WICKERSHAM, TRACY	25.00	21 E 400 411	125000	752
03/23/2017	81452	R	WILCOX, AMY	51.00	21 E 400 411	125000	752
03/23/2017	81453	R	WINTER, DAN	27.00	21 E 400 411	125000	752
03/23/2017	81454	R	YERENA, ERIC	149.80	21 E 400 411	125000	752
03/23/2017	161700591	A	ZBLEWSKI, DOUG	24.90	21 E 400 411	125000	752
03/23/2017	81455	R	ZHE, JUSTIN	88.50	21 E 400 411	125000	752
03/23/2017	81456	R	ZINK, VIVA	49.00	21 E 400 411	125000	752
03/24/2017	81459	R	FIDUCIARY TRUST INTE	1,274.00	10 L 000 000	811670	000
03/24/2017	81460	R	METLIFE	75.00	10 L 000 000	811670	000
03/24/2017	81461	R	MG TRUST COMPANY	742.50	10 L 000 000	811670	000
03/24/2017	81461	R	MG TRUST COMPANY	7.50	27 L 000 000	811670	000
03/30/2017	81462	R	ADVANCED DISPOSAL	117.77	10 E 000 339	253300	000
03/30/2017	81462	R	ADVANCED DISPOSAL	267.25	10 E 100 339	253300	000
03/30/2017	81462	R	ADVANCED DISPOSAL	267.25	10 E 200 339	253300	000
03/30/2017	81462	R	ADVANCED DISPOSAL	267.25	10 E 300 339	253300	000
03/30/2017	81462	R	ADVANCED DISPOSAL	463.07	10 E 400 339	253300	000
03/30/2017	161700592	A	AMERICAN IND STEEL &	373.73	10 E 000 411	253300	000
03/30/2017	161700593	A	BEAL, KATHLEEN	162.44	21 E 400 411	125000	752
03/30/2017	81463	R	BIG FOOT HIGH SCHOOL	110.00	10 E 400 943	162321	000
03/30/2017	81464	R	BRIGHTSTAR CARE	650.00	27 E 000 310	214000	341
03/30/2017	81464	R	BRIGHTSTAR CARE	900.00	27 E 000 310	214000	341
03/30/2017	81465	R	BRODHEAD HIGH SCHOOL	150.00	10 E 400 943	162319	000
03/30/2017	161700594	A	BRUMMOND, NANCY	19.52	10 E 100 411	120002	002
03/30/2017	81466	R	CAMBRIDGE HIGH SCHOO	150.00	10 E 400 943	162319	000
03/30/2017	81467	R	COMMUNICATIONS ENGIN	1,181.78	10 E 400 323	253301	000
03/30/2017	81468	R	CHANNING BETE COMPAN	-59.79	10 E 000 942	221200	107
03/30/2017	81468	R	CHANNING BETE COMPAN	79.90	10 E 000 942	221200	107
03/30/2017	81469	R	CLINTON HIGH SCHOOL	150.00	10 E 400 943	162319	000
03/30/2017	161700595	A	CRM	288.00	10 E 000 310	253300	000
03/30/2017	81470	R	STATE OF WISCONSIN	100.00	10 E 000 310	253300	000
03/30/2017	81471	R	EDGERTON TOWNE COUNT	50.00	10 E 400 943	162321	000
03/30/2017	81472	R	EDGERTON HIGH SCHOOL	200.00	21 E 400 411	162121	783

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DATE	NUMBER TYP VENDOR	AMOUNT NUMBER
03/30/2017	81472 R EDGERTON HIGH SCHOOL	100.00 21 E 400 411 162121 783
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03/30/2017	81473 R FIDELITEC LLC	37.00 10 E 000 310 252500 000
03/30/2017	161700596 A FIRGENS, AMANDA	30.00 10 E 200 310 161309 000
03/30/2017	161700597 A FIRST SUPPLY LLC - M	112.70 10 E 400 323 253302 000
03/30/2017	81474 R GOLZ ELECTRIC	411.56 10 E 400 323 253301 000
03/30/2017	81474 R GOLZ ELECTRIC	354.50 10 E 300 323 253301 000
03/30/2017	81474 R GOLZ ELECTRIC	249.63 10 E 300 323 253301 000
03/30/2017	81475 R GYMFINITY	732.00 21 E 100 411 256770 717
03/30/2017	161700598 A HALLMAN LINDSAY	109.37 10 E 000 411 253300 000
03/30/2017	161700599 A HEINEMANN	5,000.00 10 E 000 470 120000 000
03/30/2017	161700599 A HEINEMANN	2,344.97 27 E 000 411 158000 341
03/30/2017	81476 R JUNIOR LIBRARY GUILD	269.00 10 E 003 432 222200 000
03/30/2017	161700600 A LENTH, JOLENE	26.45 10 E 200 411 222200 000
03/30/2017	161700600 A LENTH, JOLENE	201.50 10 E 200 411 222200 000
03/30/2017	161700601 A MARLIN, ALISON	85.60 10 E 400 411 126000 000
03/30/2017	81477 R MCCANN'S ROOTER SEWE	210.00 10 E 400 323 253302 000
03/30/2017	81478 R MENARDS	39.92 10 E 000 411 253300 000
03/30/2017	81479 R MILTON HISTORICAL SO	68.25 21 E 300 411 161307 730
03/30/2017	81480 R MONONA GROVE HIGH SC	165.00 10 E 400 943 162321 000
03/30/2017	161700602 A MUMM, JOANN	139.00 21 E 100 411 222200 712
03/30/2017	161700603 A NORTH AMERICAN MECHA	299.75 10 E 000 323 253303 000
03/30/2017	161700603 A NORTH AMERICAN MECHA	161.00 10 E 000 323 253303 000
03/30/2017	161700604 A NASCO	8.16 21 E 100 411 121000 711
03/30/2017	161700604 A NASCO	286.64 21 E 100 411 121000 711
03/30/2017	81481 R OFFICE DEPOT	11.61 21 E 100 411 121000 711
03/30/2017	81481 R OFFICE DEPOT	38.64 21 E 100 411 121000 711
03/30/2017	81481 R OFFICE DEPOT	37.45 21 E 100 411 121000 711
03/30/2017	81481 R OFFICE DEPOT	31.20 21 E 100 411 121000 711
03/30/2017	161700605 A OFFICE PRO	78.03 10 E 000 411 232000 000
03/30/2017	161700605 A OFFICE PRO	154.68 10 E 100 411 240000 000
03/30/2017	161700605 A OFFICE PRO	225.00 10 E 000 411 232000 000
03/30/2017	81482 R OLSEN, JELAINA LISA	1,190.00 27 E 000 370 436000 341
03/30/2017	81483 R PIGGLY WIGGLY	179.39 21 E 000 411 120000 024
03/30/2017	161700607 A PROFESSIONAL PEST CO	46.00 10 E 000 310 253300 000
03/30/2017	161700607 A PROFESSIONAL PEST CO	36.00 10 E 000 310 253300 000
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03/30/2017	161700607 A PROFESSIONAL PEST CO	36.00 10 E 000 310 253300 000
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03/30/2017	161700607 A PROFESSIONAL PEST CO	46.00 10 E 000 310 253300 000
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03/30/2017	161700608 A RHYME BUSINESS PRODU	62.00 10 E 300 411 240000 000
03/30/2017	161700609 A ROSS, CHRISTINA	52.67 10 E 100 411 120002 002
03/30/2017	81485 R SAN A CARE INC	1,179.69 10 E 000 411 253300 000
03/30/2017	81485 R SAN A CARE INC	723.25 10 E 000 411 253300 000
03/30/2017	81485 R SAN A CARE INC	895.50 10 E 000 411 253300 000
03/30/2017	81485 R SAN A CARE INC	2,321.18 10 E 000 411 253300 000
03/30/2017	81485 R SAN A CARE INC	358.16 10 E 000 411 253300 000
03/30/2017	81485 R SAN A CARE INC	271.93 10 E 000 561 253400 000
03/30/2017	81485 R SAN A CARE INC	471.94 10 E 000 411 253300 000
03/30/2017	81485 R SAN A CARE INC	139.70 10 E 000 411 253300 000
03/30/2017	81485 R SAN A CARE INC	-233.10 10 E 000 411 253300 000
03/30/2017	81486 R SAVE THE RAINFOREST	1,450.00 10 E 400 341 256770 926

CHECK DATE	CHECK CHE			ACCOUNT			
	NUMBER	TYP	VENDOR	AMOUNT	NUMBER		
03/30/2017	81486	R	SAVE THE RAINFOREST	21,750.00	21	E	400 411 126000 700
03/30/2017	81487	R	SCHINDLER ELEVATOR C	600.00	10	E	000 310 253300 000
03/30/2017	81487	R	SCHINDLER ELEVATOR C	549.00	10	E	000 310 253300 000
03/30/2017	81488	R	STOUGHTON HIGH SCHOO	60.00	10	E	400 943 162321 000
03/30/2017	81489	R	TEACHERS ON CALL	1,173.48	10	E	100 310 120200 000
03/30/2017	81489	R	TEACHERS ON CALL	1,187.45	10	E	200 310 120200 000
03/30/2017	81489	R	TEACHERS ON CALL	951.71	10	E	300 310 120200 000
03/30/2017	81489	R	TEACHERS ON CALL	3,638.55	10	E	400 310 120200 000
03/30/2017	81489	R	TEACHERS ON CALL	1,696.72	27	E	000 370 159100 011
03/30/2017	81490	R	TRANE US INC	-229.77	10	E	200 323 253303 000
03/30/2017	81490	R	TRANE US INC	419.39	10	E	200 323 253303 000
03/30/2017	81491	R	TYSON, COURTNEY	12.75	10	E	400 411 122000 000
03/30/2017	81492	R	US LAMP INC	257.20	10	E	000 411 253300 000
03/30/2017	81493	R	UW PLATTEVILLE	200.00	10	E	400 943 162319 000
03/30/2017	161700610	A	VELASQUEZ-KLOPP, MIC	13.26	21	E	100 411 121000 711
03/30/2017	161700611	A	VERNIER SOFTWARE AND	627.76	10	E	000 342 221200 107
03/30/2017	161700612	A	WAUNAKEE COMM SCHOOL	295.00	10	E	000 382 221300 365
03/30/2017	161700613	A	WE ENERGIES	846.95	10	E	000 331 253300 000
03/30/2017	161700613	A	WE ENERGIES	4,385.44	10	E	100 331 253300 000
03/30/2017	161700613	A	WE ENERGIES	4,379.93	10	E	200 331 253300 000
03/30/2017	161700613	A	WE ENERGIES	4,434.69	10	E	300 331 253300 000
03/30/2017	161700613	A	WE ENERGIES	3,071.21	10	E	400 331 253300 000
03/30/2017	81494	R	WELDERS SUPPLY COMPA	87.52	10	E	400 411 136000 000
03/30/2017	161700614	A	WIAA	4,547.63	10	R	000 271 500000 000
03/30/2017	161700615	A	WISCONSIN SCHOOL MUS	637.50	10	E	400 411 125400 000
03/30/2017	161700616	A	ZBLEWSKI, DOUG	484.28	21	E	400 411 163000 760
03/31/2017	81498	R	DEAN HEALTH PLANS	10,091.01	10	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	2,948.17	27	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	803.38	10	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	424.45	27	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	4,934.52	10	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	2,607.17	27	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	5,537.52	10	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	18,109.81	27	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	6,921.23	10	E	000 241 291000 000
03/31/2017	81498	R	DEAN HEALTH PLANS	2,683.12	10	E	000 299 292000 000
03/31/2017	81498	R	DEAN HEALTH PLANS	10,091.01	10	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	2,948.17	27	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	796.07	10	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	424.45	27	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	4,934.52	10	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	2,607.17	27	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	60,019.70	10	L	000 000 811631 000
03/31/2017	81498	R	DEAN HEALTH PLANS	18,109.81	27	L	000 000 811631 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	1,597.39	10	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	519.71	27	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	84.64	10	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	50.18	27	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	519.38	10	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	308.09	27	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	9,736.29	10	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	3,191.31	27	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	1,623.33	10	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	519.71	27	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	80.12	10	L	000 000 811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	50.18	27	L	000 000 811632 000

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DATE	NUMBER	TYP	VENDOR	AMOUNT	NUMBER				
03/31/2017	81499	R	DELTA DENTAL OF WISC	491.66	10	L	000	000	811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	308.09	27	L	000	000	811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	5,194.32	10	L	000	000	811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	3,191.31	27	L	000	000	811632 000
03/31/2017	81499	R	DELTA DENTAL OF WISC	166.56	10	E	000	243	291000 000
03/31/2017	81500	R	DELTAVISION	368.28	10	L	000	000	811636 000
03/31/2017	81500	R	DELTAVISION	156.84	27	L	000	000	811636 000
03/31/2017	81500	R	DELTAVISION	144.06	10	L	000	000	811636 000
03/31/2017	81500	R	DELTAVISION	156.84	27	L	000	000	811636 000
03/31/2017	81501	R	MADISON NATIONAL LIF	159.22	10	L	000	000	811633 000
03/31/2017	81501	R	MADISON NATIONAL LIF	43.14	27	L	000	000	811633 000
03/31/2017	81501	R	MADISON NATIONAL LIF	285.70	10	L	000	000	811633 000
03/31/2017	81501	R	MADISON NATIONAL LIF	125.48	27	L	000	000	811633 000
03/31/2017	81501	R	MADISON NATIONAL LIF	889.42	10	L	000	000	811633 000
03/31/2017	81501	R	MADISON NATIONAL LIF	267.35	27	L	000	000	811633 000
03/31/2017	81501	R	MADISON NATIONAL LIF	2,746.95	10	L	000	000	811633 000
03/31/2017	81501	R	MADISON NATIONAL LIF	744.75	27	L	000	000	811633 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	698.50	10	L	000	000	811634 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	222.74	27	L	000	000	811634 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	273.35	10	E	000	299	292000 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	511.97	10	L	000	000	811634 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	68.00	10	E	000	310	252500 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	136.02	27	L	000	000	811634 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	273.35	10	E	000	230	291000 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	5.94	10	L	000	000	811634 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	37.60	27	L	000	000	811634 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	6.54	10	L	000	000	811634 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	26.03	27	L	000	000	811634 000
03/31/2017	81502	R	SUN LIFE FINANCIAL	0.30	50	L	000	000	811634 000
03/09/2017	161700531	V	HAGEN, CHRISTOPHER	-60.00	10	E	400	310	162105 000
03/09/2017	161700531	V	HAGEN, CHRISTOPHER	-60.00	10	E	400	310	162205 000
03/09/2017	161700532	V	MARLIN, ALISON	-100.00	10	E	400	310	161300 000
03/09/2017	161700415	M	RHYME BUSINESS PRODU	2,113.31	10	E	200	310	213000 000
03/09/2017	161700415	M	RHYME BUSINESS PRODU	-2,113.31	21	E	000	411	120000 024
03/20/2017	81269	V	GYMFINITY	-768.00	21	E	100	411	256770 717
03/29/2017	16170015	M	EVANSVILLE WATER & L	106.60	10	E	200	337	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	89.34	10	E	200	338	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	9.84	10	E	200	336	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	270.80	10	E	200	337	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	279.00	10	E	200	338	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	177.16	10	E	200	339	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	180.22	10	E	200	337	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	170.92	10	E	200	338	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	14.42	10	E	400	336	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	3.76	10	E	400	337	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	17.61	10	E	400	336	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	3.76	10	E	400	337	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	24.08	10	E	400	336	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	3.76	10	E	400	337	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	4,751.44	10	E	100	336	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	348.48	10	E	100	337	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	463.98	10	E	100	338	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	3,018.88	10	E	300	336	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	642.38	10	E	300	339	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	56.73	10	E	300	336	253300 000
03/29/2017	16170015	M	EVANSVILLE WATER & L	194.04	10	E	300	337	253300 000

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DATE	NUMBER TYP VENDOR	AMOUNT NUMBER
03/29/2017	16170015 M EVANSVILLE WATER & L	269.95 10 E 300 338 253300 000
03/29/2017	16170015 M EVANSVILLE WATER & L	13,175.74 10 E 400 336 253300 000
03/29/2017	16170015 M EVANSVILLE WATER & L	816.52 10 E 400 339 253300 000
03/29/2017	16170015 M EVANSVILLE WATER & L	329.54 10 E 400 337 253300 000
03/29/2017	16170015 M EVANSVILLE WATER & L	439.87 10 E 400 338 253300 000
03/29/2017	16170015 M EVANSVILLE WATER & L	3,572.84 10 E 200 336 253300 000
03/29/2017	161700014 M FRONTLINE TECHNOLOGI	2,400.00 10 E 000 310 221200 107
03/29/2017	161700014 M FRONTLINE TECHNOLOGI	-2,400.00 10 E 000 310 221300 365
03/29/2017	16170016 M U.S. CELLULAR	258.70 10 E 000 355 263300 000
03/29/2017	80206 M WAUNAKEE COMM SCHOOL	-6,735.00 10 E 000 382 221300 365
03/29/2017	80206 M WAUNAKEE COMM SCHOOL	6,735.00 10 E 000 382 221200 107

Totals for checks 544,391.30

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Board of Education Regular Meeting Agenda**

**Wednesday, April 26, 2017**

**6:00 pm**

**District Board and Training Center**

**340 Fair Street (Door 36)**

*Note, public notice of this meeting given by posting at the District Office, Levi Leonard Elementary School Office, Theodore Robinson Intermediate School Office, J.C. McKenna Middle School Office, High School Office, Evansville School District Web Site: [Evansville.k12.wi.us](http://Evansville.k12.wi.us), and by forwarding the agenda to the Evansville Review, Union Bank & Trust and Eager Free Public Library.*

- I. Roll Call: Mason Braunschweig      Keith Hennig      Thomas Titus  
                 Eric Busse                              Jane Oberdorf  
                 Melissa Hammann                      John Rasmussen
- II. Approve Agenda.
- III. Annual Board Reorganization.
- A. Election of Officers.
- B. Discussion of Committees, Determine Committee Structure, and Make Assignments.
- C. Determine Meeting Times and Dates.
- D. Set the Annual Meeting Date.
- E. What Every Board Member Needs to Know, About the District.
- F. Review of Board Binder and:
1. Legal Authority and Duties of Board Members (Policy #150).
  2. Open Meetings Law (Brochure).
  3. How Agendas are Set (Policy #171.2).
  4. How Board Meetings are Conducted (Policies #171 and #172).
  5. Purpose and Structure of Minutes (Policy #184).
- G. Appoint a Board Member as Evansville Education Foundation Representative.
- H. Appoint Delegate Representative to CESA 2.
- IV. Public Announcements/Recognition/Upcoming Events:
- Back To School Days – August 8, 3:00-7:00 pm and August 16, 10:00-2:00 pm
- V. Information & Discussion:
- A. 2018 Potential Referendum Update.
- VI. Budget Finance – Chair, \_\_\_\_\_:
- A. Discussion Items:
1. 2017-2018 Lunch Prices.
  2. 2017-2018 Preliminary Budget.
  3. Evansville Education Foundation Update.
  4. Insurance Committee Update.
- B. Develop Budget Finance Agenda Items for May 31, 2017, Meeting.
- VII. Business (Action Items):
- A. Approval of Staff Changes:
- B. Approval of Proposed Employee Handbook Changes:
- #1 – Part II, Certified Staff, Pg. 40, Section 1, 1.02-Administratively Called Meetings.
- #3 – Part II, Certified Staff, Pg. 48 and 49, Section 6, 6.01, B – Add New #4-Co-and/or Extra-Curricular Service in the District.

- VIII. Consent (Action Items):
  - A. Approval of Policy:
    - 1. # \_\_\_\_ Staffing Hard to Fill Positions.
  - B. Approval of April 12, 2017, Regular Meeting Minutes.
- IX. Policies – Chair, \_\_\_\_\_:
  - A. First Reading:
  - B. Second Reading:
- X. Board Development – Chair, \_\_\_\_\_:
  - A. 2016-2017 Continuous System Improvement (CSI) Plan.
  - B. Develop Board Development Agenda for May 31, 2017, Meeting.
- XI. Future Agenda's – May 10, 2017, Regular Board Meeting Agenda.
- XII. Executive Session - Convene into closed session under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (teachers), and discuss preliminary notice of consideration of nonrenewal of teachers.

This notice may be supplemented with additions to the agenda that come to the attention of the Board prior to the meeting. A final agenda will be posted and provided to the media no later than 24 hours prior to the meeting or no later than 2 hours prior to the meeting in the event of an emergency.

Upon reasonable notice, all reasonable efforts will be made to accommodate the needs of people with disabilities through appropriate aids and services. For additional information or to request this service, contact the District Office at 340 Fair Street, 882-3387 or 882-3386. Persons needing more specific information about the agenda items should call 882-3387 or 882-3386 at least 24 hours prior to the meeting.

Posted:

### Nonrenewal Timeline 2017

- April 12                      The Board meets in executive session to discuss and consider certified staff positions for preliminary nonrenewal. (Roll call vote required in executive session for preliminary nonrenewal.)
- April 13-18                      Jerry and Steve will deliver the preliminary nonrenewal letters to the affected certified staff. The content of the letter will be explained to each certified staff member, including their right to request a private meeting with the Board within five days of receiving the preliminary nonrenewal letter. The date for the private meeting will be April 26. The affected staff will be required to sign and date the letter to show receipt of the letter. (If they refuse to sign and date the letter, we will make a note on the District copy of the letter that they refused to sign and date the letter.)
- April 26                      The Board will hold individual private meetings with each staff member who has requested a private meeting. (Executive session)
- May 3                      Special Board meeting to determine final nonrenewal of certified staff. (Open session and regular voting procedures.)
- May 4-15                      Jerry and Steve to deliver final nonrenewal letters to affected certified staff. The content of the letter will be explained to each certified staff member. The affected staff will be required to sign and date the letter to show receipt of the letter. (If they refuse to sign and date the letter, make a note on the District copy of the letter that they refused to sign the letter.)
- Resignations:                      Staff who receive the preliminary nonrenewal may resign from their position to avoid receiving a nonrenewal, which will show up on their ECSD work record. This is important because some school districts ask applicants if they have ever been nonrenewed for any reason. The resignation will need to be submitted to the District Office prior to 4:00 p.m. on May 3.



# ECSD

*Evansville Community School District*

340 Fair Street  
Evansville, WI, 53536  
Phone: (608) 882-5224  
Fax: (608) 882-6564

Jerry Roth  
District Administrator  
[rothj@evansville.k12.wi.us](mailto:rothj@evansville.k12.wi.us)

Kelly Mosher  
Administrative Assistant  
[mosherk@evansville.k12.wi.us](mailto:mosherk@evansville.k12.wi.us)

April \_\_, 2017

[NAME]  
[ADDRESS]

Re: Preliminary Notice of Consideration of Nonrenewal

Dear [NAME]:

Pursuant to Section 118.22 of the Wisconsin Statutes, you are hereby advised that the Board of Education of the Evansville Community School District is considering the recommendation of the Administration that your teaching contract with the District not be renewed for the 2017-2018 school year for the purpose of staff reduction.

Please be advised that you have the right to file a request with the Board of Education within five (5) days of receipt of this notice for a private conference with the Board of Education on the subject of the nonrenewal of your contract prior to being given written notice of refusal to renew your contract. If you wish to request a private conference, please file your request with Mr. Roth within this five (5) day time period. If you request a private conference, it will be held during a Board meeting on April 26, 2017.

Please contact Mr. Roth if have any questions regarding this Preliminary Notice.

BOARD OF EDUCATION OF  
EVANSVILLE COMMUNITY SCHOOL DISTRICT

By: \_\_\_\_\_

\_\_\_\_\_  
Board President

The undersigned acknowledges receipt of this notice on April \_\_, 2017.

\_\_\_\_\_  
Signature of Teacher