

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda

Monday, May 22, 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, 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. Public Announcements/Recognition/Upcoming Events:

- High School Commencement – May 26, 7:00 pm
- End of Year Celebration – June 8
- Back To School Days – August 8, 3:00-7:00 pm and August 16, 10:00-2:00 pm

IV. Information & Discussion:

- A. 2018 Potential Referendum Update.
- B. 2017 Open Enrollment Applications.
- C. Special Education Position.

V. Budget Finance – Chair, Hammann:

- A. Discussion Items:
 - 1. 2016-2017 Final Budget Presentation.
 - 2. 10 Year Capital Improvement Plan and Fund 46 (Long-Term Capital Improvement).
 - 3. Evansville Education Foundation Update.
- B. Develop Budget Finance Agenda Items for June 26, 2017, Meeting.

VI. Business (Action Items):

- A. Approval of Ratification of Memo Extending Retirement Incentive Benefit.
- B. Approval of Staff Changes: Teacher Retirement and Hiring of New Teacher Mentor.
- C. Approval of Special Education Position.
- D. Approval of 2016-2017 Final Budget.
- E. Approval of 2017 Open Enrollment Applications.

VII. Consent (Action Items):

- A. Approval of Policies:
 - 1. #361-Instructional Materials Selection and Review.
 - 2. #361.2-IMC Instruction and Materials.
 - 3. #361.2 (#361.3)-Use of Video and Audio Recordings.
 - 4. #361.2 Form (#361.3 Form)-Parent Permission For Use of Recordings.

5. #492-Recording or Photographing of Students.
6. #872-Request for Reconsideration of Instructional Materials.
7. #872 Form-Request For Reconsideration of Instructional Materials.
- B. Approval of Curriculum Referendum Purchase Recommendation-Math.
- C. Approval of 2017-2018 CESA 2 Contract.
- D. Approval of High School Student Handbook Changes.
- E. Approval of May 3 and May 10 Special and May 8, 2017, Regular Meeting Minutes.

VIII. Policies – Chair, Hammann:

- A. First Reading:
 1. #720-Local Safety Programs.
 2. #721-Building and Grounds Inspections.
 3. #722.1-Staff Accident Reports.
 4. #723-Safety Response Plans.
 5. #723.1-Safety Drills.
 6. #723.2-Threats of Bombs or Other Havoc & Destruction.
 7. #723.5/822-News Media Relations.
- B. Second Reading:
 1. #531.1-Teacher Job Description.
 2. #532-Faculty Contracts and Compensation Plans.
 3. #532.2-Faculty Negotiations.
 4. #860-Visitors to the Schools.
 5. #860 Form-Student Visitors Request Form.

IX. Board Development – Chair, Braunschweig:

- A. 2016-2017 Continuous System Improvement (CSI) Plan.
- B. Upcoming Summer Board Meeting Dates.
- C. Develop Board Development Agenda Items for June 26, 2017, Meeting.

X. Future Agenda – June 12 or 26, 2017, Regular Board Meeting Agenda.

XI. 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
Monday, May 22, 2017, 6:00 pm
District Board and Training Center
340 Fair Street (Door 36)

- I. **Roll Call:** Mason Braunschweig Keith Hennig Thomas Titus
Eric Busse Jane Oberdorf
Melissa Hammann John Rasmussen

II. **Approve Agenda.**

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

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

- High School Commencement – May 26, 7:00 pm
- End of Year Celebration – June 8
- Back To School Days – August 8, 3:00-7:00 pm and August 16, 10:00-2:00 pm

IV. **Information & Discussion:**

A. 2018 Potential Referendum Update – *District Administrator, Mr. Roth, will give an update.*

B. 2017 Open Enrollment Applications – *Enclosed are the open enrollment IN and OUT application information. According to the law on Open Enrollment, the Board needs to approve all applications for the February-April 2017, application period, prior to the beginning of June. The motions that you had made at the January 28, 2017, meeting:*

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grade 4K, 23 open enrollment applications will be accepted. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Ms. Oberdorf, moved that in grade KG, 20 open enrollment applications will be accepted. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grade 1, five (5) open enrollment applications will be accepted. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grade 2, two (2) open enrollment applications will be accepted. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grade 3, seven (7) open enrollment applications will be accepted. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grade 4 and 5, we deny any open enrollment applications due to class size limits and space. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grades 6-12, we will not consider the availability of space (we will accept applications). Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grades 4K-2 and 6-8, we deny applications of students who qualify to receive special education services due to space and caseload. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grades 3-5, we approve applications of students who qualify to receive special education services up to four (4) weighted spaces due to space and caseload. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grades 9-12, we approve applications of students who qualify to receive special education services up to six (6) weighted spaces due to space and caseload. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved that in grades 4K-12, we deny applications of students who qualify to receive special education related services in the areas of occupational therapy, physical therapy, and speech and language due to space and caseload. Motion carried, 6-0 (voice vote).

You will vote on the applications later in this meeting.

C. Special Education Position – *The Board asked to bring this back for discussion/action.*

V. Budget Finance – Chair, Hammann:

A. Discussion Items:

1. 2016-2017 Final Budget Presentation – *Business Manager, Mr. Swanson, will be presenting the final budget.*
2. 10 Year Capital Improvement Plan and Fund 46 (Long-Term Capital Improvement) – *Mr. Swanson has enclosed information.*
3. Evansville Education Foundation Update – *Ms. Hammann will present.*

B. Develop Budget Finance Agenda Items for June 26, 2017, Meeting.

VI. Business (Action Items):

A. Approval of Ratification of Memo Extending Retirement Incentive Benefit –

Suggested Motion: I move that the Board ratify the May 22, 2017, memo from Mr. Roth to an eligible teacher, as an accurate statement of the Board's decision to extend the time to accept the Retirement Incentive Benefit.

- B. Approval of Staff Changes: Teacher Retirement and Hiring of New Teacher Mentor –
1. *Please approve the teacher retirement of Teresa Doyle-Meidinger, TRIS GT/Resource/Reading Teacher, effective at the end of the 2016-2017 school year.*

Suggested Motion: I move we accept the teacher retirement at the end of the 2016-2017 school year for Teresa Doyle-Meidinger, as the TRIS GT/Resource/Reading Teacher, and thank her for serving 20 years in the District.

2. *Please approve the hiring of Cindy Zblewski, as the New Teacher Mentor. Cindy is a full-time Music teacher at TRIS. During the past three school years, in addition to her teaching assignment, Cindy has served the Intermediate School as one of the ECSD Educator Effectiveness Coaches. To be prepared for this role, she participated in the Instructional Coaching training which is provided by the Dane County New Teacher Project. This professional development, along with the EE Coaching experience prepares Cindy very well for taking on the new assignment of New Teacher Mentor. Cindy will be paid a stipend of \$2,500.*

Suggested Motion: I move to accept the hiring of Cindy Zblewski, New Teacher Mentor, for a stipend of \$2,500.

- C. Approval of Special Education Position –

Suggested Motion: _____

- D. Approval of 2016-2017 Final Budget –

Suggested Motion: I move we approve the 2016-2017 Final Budget as presented.

Roll Call Vote –

- E. Approval of 2017 Open Enrollment Applications –

Suggested Motion: I move we approve the 2017 Open Enrollment IN and OUT applications as presented.

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

- A. Approval of Policies:
1. #361-Instructional Materials Selection and Review.
 2. #361.2-IMC Instruction and Materials.
 3. #361.2-Use of Video and Audio Recordings.
 4. #361.2 Form-Parent Permission For Use of Recordings.
 5. #492-Recording or Photographing of Students.
 6. #872-Request for Reconsideration of Instructional Materials.
 7. #872 Form-Request For Reconsideration of Instructional Materials.
- B. Approval of Curriculum Referendum Purchase Recommendation-Math.
- C. Approval of 2017-2018 CESA 2 Contract.

- D. Approval of High School Student Handbook Changes.
- E. Approval of May 3 and May 10 Special and May 8, 2017, Regular Meeting Minutes.

Suggested Motion: I move to approve the consent agenda items: policies, #361-Instructional Materials Selection and Review; #361.2-IMC Instruction and Materials; #361.2-Use of Video and Audio Recordings; #361.2 Form-Parent Permission For Use of Recordings; #492-Recording or Photographing of Students; #872-Request for Reconsideration of Instructional Materials; #872 Form-Request For Reconsideration of Instructional Materials; Curriculum Referendum Purchase Recommendation-Math; 2017-2018 CESA 2 Contract; the High School Student Handbook Changes; and the May 3 and May 10 special meeting minutes and the May 8, 2017, regular meeting minutes, as presented.

Roll call vote –

VIII. Policies – Chair, Hammann:

A. First Reading:

1. #720-Local Safety Programs.
2. #721-Building and Grounds Inspections.
3. #722.1-Staff Accident Reports.
4. #723-Safety Response Plans.
5. #723.1-Safety Drills.
6. #723.2-Threats of Bombs or Other Havoc & Destruction.
7. #723.5/822-News Media Relations.

B. Second Reading:

1. #531.1-Teacher Job Description.
2. #532-Faculty Contracts and Compensation Plans.
3. #532.2-Faculty Negotiations.
4. #860-Visitors to the Schools.
5. #860 Form-Student Visitors Request Form.

IX. Board Development – Chair, Braunschweig:

A. 2016-2017 Continuous System Improvement (CSI) Plan – Upcoming meeting dates:

- *Climate and Culture – May 16*
- *Communication and Community Engagement - TBD*
- *Facilities, Operations and Transportation – August 23*
- *Staff and Student Teaching and Learning - June 6*

- *Technology – May 23*

B. Upcoming Summer Board Meeting Dates – *Are we having a meeting on June 12th?*

C. Develop Board Development Agenda Items for June 26, 2017, Meeting.

X. **Future Agenda – June 12 or 26, 2017, Regular Board Meeting Agenda.**

XI. **Adjourn.**

Suggested Motion: I move to adjourn the meeting.

Upcoming Meetings:

June 12 - ?

June 26 – Regular Board Meeting

July 17 – Regular Board Meeting

August 14 – Regular Board Meeting

August 28 – Regular Board Meeting

September 11 – Regular Board Meeting

2017-2018 OEO APPLICATIONS

	GRADE	NONRESIDENT_DISTRICT_NAME	CURRENT_ATTENDANCE_DIST_NAME	SIBLINGS_ATTENDING_FLAG	SIBLINGS_APPLYING_FLAG	HAS_IEP	HAS_PENDING_SPED	APPLYING_FOR_VCS	VIRTUAL SCHOOL NAME	ALREADY ATTENDING VCS	HAVE SIBLINGS IN VCS	SUGGESTED ACTION BY BOARD
1	PK	Merrill Area	N/A	N	Y	N	N	Y	Bridges Virtual Academy	N	N	A
2	PK	Parkview	N/A	Y	N	N	N	N		N	N	A
3	PK	Belleville	N/A	N	N	N	N	N		N	N	A
4	PK	Parkview	N/A	Y	N	N	N	N		N	N	A
5	PK	Oregon	N/A	N	N	N	N	N		N	N	A
6	PK	Janesville	N/A	N	N	N	N	N		N	N	A
7	PK	Belleville	N/A	N	N	N	N	N		N	N	A
8	PK	Edgerton	N/A	Y	N	N	N	N		N	N	A
9	PK	Oregon	Oregon	N	N	N	N	N		N	N	A
10	KG	Merrill Area	N/A	N	Y	N	N	Y	Bridges	N	N	A
11	KG	Edgerton	N/A	N	Y	N	N	N		N	N	A
12	1	Merrill Area	Homebased	N	Y	N	N	Y	Bridges	N	N	A
13	2	Parkview	Parkview	N	N	N	N	N		N	N	A
14	2	Merrill Area	ECSD	N	Y	N	N	Y	Bridges	N	N	A
15	2	Edgerton	Janesville	N	Y	N	N	N		N	N	A
16	3	Appleton Area	Homebased	N	Y	N	N	Y	(WCA)	N	N	A
17	4	Merrill Area	ECSD	N	Y	N	N	Y	Bridges	N	N	A
18	6	Appleton Area	Homebased	N	Y	N	N	Y	(WCA)	N	N	A
19	6	Edgerton	Janesville	N	Y	N	N	N		N	N	A
20	7	Merrill Area	Homebased	Y	N	N	N	Y	Bridges	N	N	A
21	9	Janesville	Private	N	N	N	N	N		N	N	A
22	10	Appleton Area	Homebased	N	N	N	N	Y	(WCA)	N	N	A
23	10	Janesville	Homebased	N	N	N	N	N		N	N	A
24	12	De Forest Area	ECSD	N	N	Y	Y	N		N	N	A

Prepared by Linda Gard, Open Enrollment Coordinator - 5/11/2017

2017-2018 OEI APPLICATIONS

	GRADE	RESIDENT_DISTRICT_NAME	CURRENT ATTENDANCE DISTRICT	SIBLINGS_ATTENDING_FLAG	HAS_IEP	HAS_PENDING_SPED	SUGGESTED ACTION BY BOARD
1	PK	Janesville	N	N	N	N	A
2	PK	Albany	N	N	N	N	A
3	PK	Edgerton	N	N	N	N	A
4	PK	Parkview	N	Y	N	N	A
5	PK	Oregon	N	N	N	N	A
6	PK	Janesville	N	N	N	N	A
7	PK	Albany	N	Y	N	N	A
8	KG	Oregon	Y	N	N	N	A
9	1	Janesville	Y	Y	N	N	A
10	2	Albany	N	N	N	N	A
11	5	Albany	N	N	N	N	D
12	6	Albany	N	N	N	N	A
13	6	Brodhead	N	N	N	N	A
14	7	Parkview	N	N	N	N	A
15	8	Albany	N	N	N	N	A
16	8	Parkview	Y	Y	N	N	A
17	9	Edgerton	N	N	N	N	A
18	9	Brodhead	N	N	N	N	A
19	9	Janesville	Y	Y	N	N	A
20	10	Parkview	N	N	N	N	A
21	12	Janesville	Y	Y	N	N	A

Prepared by Linda Gard, Open Enrollment Coordinator - 5/11/2017

OPEN ENROLLMENT (AS OF 5/19/2017)

2016-2017 SCHOOL YEAR

<u>Grade Level</u>	<u>OEI's</u>	<u>OEO's</u>
4K	9	9
KG	9	3
01	2	6
02	9	5
03	3	8
04	2	7
05	3	13
06	3	6
07	4	11
08	3	11
09	8	10
10	2	7
11	7	9
12	7	8
Totals	71	113

OEI COMMENTS

***5 students with special needs**

OEO COMMENTS

***16 students with special needs**


****14 students attending virtual schools**

Evansville

Community School District

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

MEMORANDUM

To: Evansville Board of Education
From: Steve Swanson, Business Manager 
Re: Fund 46
Date: May 22, 2017

Attached is information regarding the creation of Fund 46 in May of 2015. The initial deposit into Fund 46 was \$114,305.18 facilitated by the surplus generated in Fund 10 during that year, and the Board's adoption of a 10 year Capital Improvement Plan.

As you know, the current 2016-2017 General Fund 10 approved budget is projecting a deficit at this time. Therefore, I recommend that the Board of Education not take any action this year to increase the Fund 46 balance by transferring funds from the General Fund 10. This action would result in a greater Fund 10 deficit balance at fiscal year end.

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Fund 46
Date: June 17, 2014

Below is information from DPI regarding the creation of a new Fund for purposes of capital expansion or capital improvements. The BOE may consider researching this option further for possible action at the end of fiscal year 2014-2015.

LONG TERM CAPITAL IMPROVEMENT TRUST FUND (FUND 46): A school board with an approved long-term capital improvement plan (minimum of 10 years) may establish a "trust" that is funded with a transfer from the general fund. The contribution from Fund 10 to Fund 46 (Long-term Capital Improvement Trust Fund) is recorded as the expenditure for shared cost and equalization aid purposes. Future expenditures from Fund 46 are not part of shared costs. A school board is prohibited from removing money deposited into Fund 46 for a period of five years after the fund is created. After the initial five year wait period is over, funds may only be used for the purposes identified in the approved long-term capital improvement plan. Fund 46 assets may not be transferred to any other school district fund.

The resources in Fund 46 may not be used for any purpose other than that for which the "trust" was established. For this reason a separate checking and/or investment account for these funds is required.

Board actions required by June 30th of fiscal year in which Fund 46 is established:

- 1. Approve the long-term capital improvement plan (minimum of 10 years).*
- 2. Pass the resolution creating the Long-term Capital Improvement Trust Fund.*

To utilize DPI accounts to record the Fund 10 transfer, provide copies of the following documents:

- 1. Official Board minutes approving the long-term capital improvement plan.*
- 2. Signed resolution creating the Long-term Capital Improvement Trust Fund.*
- 3. Documentation that confirms the existence of a segregated bank/investment account.*

Limitations regarding Fund 46 activities and access to funds:

- 1. Funds may only be accessed five years after the establishment of the "trust" fund.*
- 2. Fund balance may not be used for general fund cash flow purposes.*
- 3. Funds may not be transferred to another fund or liquidated.*
- 4. Loaning of money for other purposes or to other funds is not allowed.*
- 5. Funds must be physically deposited and held in a segregated bank/investment (separate and distinct from other district accounts) until they are expended for capital improvement projects per the district's plan.*
- 6. Funds invested as per sec. 66.0603, Wis. Stats.*

**EVANSVILLE COMMUNITY SCHOOL DISTRICT
RESOLUTION TO AUTHORIZE LONG-TERM CAPITAL IMPROVEMENT TRUST FUND**

WHEREAS, pursuant to the provision of Section 120.137 of Wisconsin Statutes, a school board that has approved a long-term capital improvement plan may create a long-term capital improvement trust fund for the purpose of financing the costs of the capital improvements included in the approved plan; and

WHEREAS, the Evansville Community School District has created and approved a long-term capital improvement plan; and

WHEREAS, the Evansville Community School District "long-term capital improvement plan" is a capital improvement plan for at least a 10-year period; and

WHEREAS, the Evansville Community School District School Board desires to create a long-term capital improvement trust fund pursuant to the fund's review by the District's legal counsel and the District's Auditors;

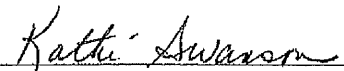
NOW HEREBY BE IT RESOLVED BY THE EVANSVILLE COMMUNITY SCHOOL DISTRICT SCHOOL BOARD that, pursuant to the provision of Section 120.137, of the Wisconsin Statutes, the Evansville Community School District School Board shall create a capital improvement trust fund pursuant to the above law, and all of the following shall apply to such capital improvement trust fund:

1. The Evansville Community School District School Board may not expend money deposited in such a trust fund for a period of 5 years beginning on the date the trust fund is created. After the 5-year period, the Evansville Community School District School Board may make expenditures from the trust fund solely for the purposes described in the approved long-term capital improvement plan.
2. The Evansville Community School District School Board may not transfer money from a long-term capital improvement trust fund to any other school district fund.
3. For purposes of calculating equalization aid, money deposited in a long-term capital improvement trust fund is counted as a shared cost at the time the money is deposited in the trust fund, but such money is not counted as a shared cost at the time the money is expended from the trust fund.

BE IT FURTHER RESOLVED, that this resolution is effective as of the date this resolution is adopted.

BE IT FURTHER RESOLVED, that the officers, employees, and agents of the District are authorized and directed to do any and all things reasonably necessary to accomplish the purposes of this Resolution.

Adopted this day of May 13, 2015.



Kathi Swanson, Board President

ATTEST:



John Rasmussen, Board Clerk

RETIREMENT AGREEMENT AND WAIVER AND RELEASE OF ALL CLAIMS

This Retirement Agreement and Waiver and Release of All Claims (“Agreement”) is entered into by and between the Board of Education (“Board”) of the Evansville Community School District (“District”), and _____ (“Employee”) and sets forth the terms governing the retirement of Employee.

WHEREAS, Employee desires to retire from the District at the end of the 2016-2017 school year, and meets the criteria to be eligible to receive retirement benefits as adopted by the Board on February 27, 2017; and

WHEREAS, due to extenuating circumstances, the Board has agreed to extend the period of time Employee has to consider this the offer of retirement benefits under the terms of this Agreement to May 22, 2017; and

WHEREAS, pursuant to the requirements adopted by the Board as identified above, Employee must execute this Agreement to receive benefits pursuant to the Resolution.

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained herein, the Board and Employee, as parties to this Agreement, do hereby agree as follows:

1. Employee hereby voluntarily resigns from District employment effective at the end of the 2016-2017 school year for purposes of retirement. The Board hereby approves said resignation.
2. In consideration of the promises set forth in paragraph 7 below, Board agrees to provide retirement benefits to Employee pursuant to the March 1, 2017 Memo (“Memo”) describing the Board’s action in adopting the retirement benefits on February 27, 2017. A copy of the Memo and additional information is attached to this Agreement in order to provide potential participants with information identifying: (a) the group of employees covered by this retirement compensation plan (all certified employees in the teacher collective bargaining unit); (b) any eligibility factors for such benefit; and (c) any time limits for participating in this benefit. In addition, a list of the job titles and ages of all eligible individuals, and the job titles and ages of all ineligible individuals is also attached to this Agreement, as List A and List B, respectively.
3. Employee expressly acknowledges and accepts the provision in the Memo which gives the Board the unilateral right to convert the payments to an HRA for the purpose of purchasing health insurance into payments to a tax sheltered annuity (TSA), or into any other type of payment or benefit permitted by regulations governing this benefit, if the Board is advised by its attorney that changes in tax law or regulations create the possibility that payment of health insurance premiums under the Resolution may expose the District to any type of penalty, cost or liability.
4. This Agreement constitutes the full and complete agreement between the parties and supersedes and voids any and all prior written and oral agreements between the parties with respect to the subject matter of this Agreement. No promises or obligations are made by this Agreement other than those expressly provided for herein, and there are no understandings or agreements for future retirement benefits from the Board other than those stated in this Agreement.

5. The parties agree that the provisions of the Agreement shall be deemed severable, and that the invalidity or unenforceability of any one or more of the provisions of clauses hereof shall not affect the validity or enforceability of the other provisions or clauses hereof except as specifically set forth herein.
6. The parties expressly state that each of them has read and fully understands the terms of the Agreement, that they enter into this Agreement voluntarily and of their own free will, that the parties signing on behalf of each party are authorized to execute this Agreement, and that the parties intend to be legally bound by its terms. The parties further state that they understand that this Agreement constitutes a full, final and binding settlement of the matters covered by this Agreement, and further state that their willingness to enter into this Agreement was not induced by, or based upon, any representation by any other party hereto, or its attorneys, agents, employees or representatives, which is not contained in this Agreement.
7. In consideration of the promises set forth in paragraph 2, above, the Employee hereby releases, waives, and forever discharges the Employer, its officers, Board members, agents, employees or representatives, or any other person or entity which might derive liability from it (“the Released Parties”), of and from any and all causes of action, suits, controversies, grievances, claims or demands of any kind whatsoever, including claims for attorney’s fees, whether known or unknown, suspected or unsuspected, arising out of Employee’s employment with the Employer or termination of that employment. This release includes, but is not limited to, any claim that the Employee may otherwise have had against the Released Parties under, but not limited to, the Age Discrimination in Employment Act of 1967 (29 U.S.C. § 621, et seq. as amended by the Older Workers Benefit Protection Act of 1990), and the Wisconsin Fair Employment Act (Wis. Stat. §§ 111.321, 111.322, and 111.33). This release also includes, but is not limited to, any claims under Title VII of the Civil Rights Act of 1964; the Americans with Disabilities Act; Employee Retirement Income Security Act, subject to any rights the Employee may have to health care continuation under COBRA; the Equal Pay Act; the Civil Rights Act of 1991; the state and federal Family and Medical Leave Acts; the Fair Labor Standards Act; Wis. Stat. §§118.22; the Rehabilitation Act of 1973; 42 U.S.C. §§1981 and 1983; Title IX of the Educational Amendments of 1972; and the grievance procedure adopted by the District pursuant to Wis. Stat. § 66.0509(1m).

This waiver and release does not affect those rights or claims that cannot be waived by law. The Employee may file a charge with the EEOC concerning claims of discrimination and Employee may participate in any manner in an investigation, hearing or proceeding. However, if any claims are asserted on Employee’s behalf, including by the EEOC, Employee waives any personal right to damages of any kind or reinstatement or any other personal relief in connection with such action. To that end, Employee further acknowledges the following:

- a. That Employee has read this Agreement and fully understands it;
- b. That by executing this Agreement, Employee is giving up certain rights which Employee may have to bring a claim or cause of action arising out of Employee’s employment; Employee is not, however, giving up Employee’s right to bring a claim or cause of action arising after the date this Agreement is executed;

- c. That Employee accepts the benefits to be received under the terms of this Agreement for the purpose of making a full and final compromise, adjustment and settlement of all matters hereinabove mentioned, regardless of whether such consideration is too much or too little;
- d. That Employee understands that Employee has a right to consult with an attorney before executing this Agreement, has been advised in writing to consult with an attorney prior to execution of this Agreement, and has been afforded the opportunity to do so;
- e. That Employee understands that Employee has the opportunity to take until 8:00 a.m. on Monday, May 22, 2017, to consider this Agreement before signing it. Employee further understands that this Agreement must be signed and delivered to the office of the District Administrator of the Evansville Community School District, at 340 Fair Street, Evansville, Wisconsin by 8:00 a.m. on Monday, May 22, 2017 in order to be effective and enforceable. Employee agrees that the changes to this Agreement to incorporate the extension of time to May 22, 2017 for Employee to accept this Agreement do not restart the running of the original 45 day period that began on March 1, 2017, and Employee expressly agrees that the extension of the deadline of May 22, 2017 has provided her with more than 45 days to consider this offer;
- f. That Employee understands that Employee has the right to revoke this Agreement within seven (7) calendar days after Employee's execution of the Agreement. To be effective, this revocation must be in writing and delivered to the office of the District Administrator of the Evansville Community School District, at 340 Fair Street, Evansville, Wisconsin, within this seven (7) calendar day period. Employee further understands that if Employee revokes this Agreement, Employee will not be eligible to receive the benefits set forth hereinabove in paragraph 2; and,
- g. That Employee voluntarily executes this Agreement.

FOR THE EMPLOYEE

Employee

Date

FOR THE EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board President

Date

May 17, 2017

Mr. Jerry Roth and Board Members of the Evansville Community School District,

Please accept this letter as notification of my retirement, after serving the Evansville Community School District for the past twenty years.

I wish to take this opportunity to extend my heart-felt gratitude to each of you for your cooperation, understanding and support as I make the difficult decision to retire. It has been an honor and a privilege to have worked, in what I believe, is one of the finest school districts in the entire state of Wisconsin.

I am thankful for our administrative team, who not only provide strong leadership, but also remain accessible to and collaborative with our staff members. I would especially like to thank my Principal, Barb Dorn, who continues to lead Theodore Robinson Intermediate School with a sense of clear direction, determination and grace. In addition, I would like to thank each of my teaching colleagues for their collaborative spirit and the friendship they have shown me throughout my twenty-year tenure. They truly have become not just my school friends, but also my family members.

Most notably, however, I would like to thank my students, past and present, for all that they have taught me about living life with a sense of curiosity, hopefulness and adventure. Teaching these Evansville kiddos has made me become a better person. They have given me such a beautiful gift, one that I will carry with me for a lifetime.

Although I will no longer be employed by the Evansville School District in an official capacity, I look forward to returning to our schools as a volunteer. I wish each of you the very best.

Kind regards,



Teresa Doyle-Meidinger

Rec'd
5-17-17
KR

MANDATED POLICY**~~LIBRARY AND INSTRUCTIONAL MATERIAL SELECTION AND ADOPTION~~
INSTRUCTIONAL MATERIALS SELECTION AND REVIEW**

The legal responsibility for instructional materials used in the Evansville Community School District rests with the Evansville Community School District Board of Education. The selection of instructional materials is delegated to the appropriate professionally trained certified personnel who shall complete this responsibility in accordance with this policy and established selection criteria and procedures. Materials which require a major expense (\$10,000) or reflect a change in methodology shall be approved by the Board.

The District provides instructional materials, including library media materials, to accomplish the goals and objectives of the school system. Classroom instructional materials are provided that meet specific curriculum goals. School library media centers provide materials for various levels of learning with a wide range of appeal and different points of view to support the curriculum, encourage independent study and research, foster literacy and learning skills, and promote personal reading enjoyment.

The Board delegates to the District the responsibility to provide instructional materials that meet the following standards:

1. Enrich and support the curriculum taking into consideration the varied interests, abilities and maturity levels of the students served.
2. Stimulate growth in factual knowledge, literary appreciation, aesthetic values and ethical standards.
3. Provide a background of information that will enable students to make intelligent judgments in their daily lives.
4. Provide a diversity of viewpoints so that students may develop, under guidance, the practice of analytical reading and thinking.
5. Represent many religious, ethnic and cultural groups and show how these contributed to the American heritage.
6. Provide students with options for constructive use of leisure time.
7. Provide content that is valid, relevant, appropriate and up-to-date.
8. Contain format quality and variety.

The Board recognizes the right of any resident of the District to object to instructional materials. The review of questioned materials shall be treated objectively, as an important routine action, and in accordance with established District procedures. Every effort shall be made to consider the best interests of the students, school, curriculum and the community.

Legal Ref.: Sections 118.13 Wisconsin Statutes (Pupil Discrimination Prohibited)
121.02(1)(h) (School District Standards)
PI 8.01(2)(h) Wisconsin Administrative Code
PI 9.03(1)(e)

Local Ref.: Policy #411 – Equal Educational Opportunities
#361.2 – Use of Video and Audio Recordings
#872 – Request for Reconsideration of Instructional Materials
#872 Form – Request for Reconsideration of Instructional Materials Form

Approved: January 11, 1988
1st Reading: 4/26/17; 2nd Reading: 5/8/17; 3rd Reading: 5/22/17

361.2

SUGGESTION TO REMOVE – NOT REQUIRED

IMC INSTRUCTION AND MATERIALS

The role of the district's Instructional Media Centers (IMC) is to support and enrich the education programs, curriculum plan and learning activities of each school. It is the duty of the centers to provide a wide range of materials at all levels of difficulty, which represent useful information, differing points of view and diversity of appeal.

The building IMCs should provide a multiplicity of educational support services, library resources, and audio-visual technology to our students, members of the faculty and citizens who reside in the Evansville School District.

~~USE OF MULTIMEDIA MATERIALS~~

USE OF VIDEO AND AUDIO RECORDINGS

Definition: A *video recording* is any media presented in video or digital format, in part or in its entirety.

Definition: An *audio recording* is any media presented in audio or digital format, in part or in its entirety.

General School Use of Recordings

1. Current copyright laws must be followed when using any video or audio recording.
2. Publicly broadcast television programs may be used for educational purposes. However, the recordings must be shown within 10 days of the broadcast and may only be retained for an additional 45 days for evaluation purposes.
3. The District will purchase an annual “Movie Copyright Compliance Site License” which allows an unlimited number of legal exhibitions of all commercial recordings. This license allows recordings to be shown legally anywhere in our District facilities.

Classroom Use of Commercially – Produced Recordings

All recordings must be carefully previewed and evaluated by the teacher before they are used with students. Professional judgment in assessing age appropriateness for the educational environment must be exercised when selecting recordings for classroom use. Further, there must be a direct connection between the recording and curricular content currently being taught in the classroom. Recordings should not be used for reward and/or entertainment purposes only.

Teachers must preview recordings for offensive language and inappropriate content.

1. Recordings shown to students must adhere to the following rating guidelines:
 - a. Elementary Grades (4K-5) Rated G
 - b. Middle School Grades (6-8) Rated PG
 - c. High School Grades (9-12) Rated PG-13
2. The District recognizes that on occasion unique circumstances dictate that a waiver from the above regulations be granted so that a recording can be shown to younger students. In any such case, approval must be granted by the building principal prior to gaining permission from parents/guardians.
3. Parents/guardians must receive one week advance written notice when teachers plan to use commercial recordings that are beyond the threshold for the age group, as outlined above. Such notice must include an accurate description of the contents of the recording, why the recording is being used and information about where it may be obtained/rented for parent/guardian review. At the high school level, a list of all video recordings to be used in a course may be distributed to parents/guardians at the beginning of the course.

4. Unrated commercial video recordings released following 1967 and video recordings which have an NC-17 (No Children under 17 years of age) or X rating may not be shown to students at any school at any time in the District.
5. Unrated commercial video recordings introduced prior to the introduction of the Motion Picture Association of America's rating system in 1968 may be used, but special care must be taken to ensure that such recordings are appropriate for the age and maturity of the students who will view them.
6. Audio recordings/games are also subject to rating systems and should not be used if rated for mature audiences, or contain explicit language.
7. Parents/guardians may request that in lieu of viewing a recording as described in items (1) or (2) above, their child be given a meaningful, related alternative activity associated with the same learning objective.
8. Objections to or complaints concerning the use of a specific recording may be made in accordance with the Board's policy on handling concerns about educational materials.

Student/staff produced recordings must be recorded under strict guidelines and must be previewed before being shown in any district class. Students are expected to abide by the following specific guidelines when developing videos to show in the classroom:

1. No weapons or real guns are allowed to be shown in the video. If a student needs to represent a weapon because of a plot, it must be an obvious prop and receive prior permission from the teacher.
2. Students are expected to use appropriate language in their video.
3. All content should be consistent with what is appropriate for the classroom. What is permissible on television may not be permissible for the classroom. Teacher/supervisor judgment is required.
4. All drug, alcohol, and tobacco references must be done responsibly and with prior permission from the teacher.
5. The video must have credits either before or after the film.
6. All dialogue must be clear and understood.
7. If a student breaks the law when preparing and/or showing the video, the video will be turned over to the appropriate law enforcement agency.
8. All copyright laws will be followed and enforced.

Legal Ref.: Section 943.70 Wisconsin Statutes (Computer Crimes)
PL 94-553 Federal Copyright Law of 1976 [17 USC]

Local Ref.: Policy #771 – Copyright Compliance
Policy #771.1 – Steps for Obtaining Permission to Copyright
Policy #872 – Request for Reconsideration of Instructional Materials
Policy #872 Form – Citizens Request for Reconsideration of Instructional Materials

USE OF MULTI-MEDIA MATERIALS

PARENT PERMISSION FOR USE OF RECORDINGS

Dear Parent/Guardian:

As a part of an upcoming unit of study, your child’s class is planning to view or listen to a video/audio recording that exceeds the appropriate rating for his/her age. You are being informed of this at least one week in advance of the presentation so that you can respond to the teacher.

Title of the Recording	
Rating of the Recording	
Description of the Content	
Educational Purpose and Value to the Student Learning	

Parents have the option to preview the resource in advance and/or to request an alternative activity. Kindly indicate your preference on the form below and return to the teacher.

Principal,

+++++

Student Name: _____ Teacher: _____

___ My child has permission to use the recording

___ I would like to preview the recording prior to the presentation

___ I would like to attend the presentation with my child

___ I would like my child to be provided with an alternative educational activity

Parent/Guardian Signature: _____ Date: _____

IMAGING OR RECORDING OF STUDENTS

RECORDING OR PHOTOGRAPHING OF STUDENTS

Video/audio recording and/or photographing of students may be used in the Evansville Community School District as a facet of instruction for enhancing learning, to assist in providing a safe and secure learning environment and to monitor/record student achievement/behavior.

The District shall observe measures intended to protect the rights of individuals regarding participation in, and use of video/audio recording and photographing.

The following provisions outline the extent to which that protection can, and will be provided:

1. When video/audio recording devices are in use to monitor public areas of a school facility (i.e. hallways, entrance areas, parking areas, cafeterias, etc.) for security purposes, signs shall be posted at the facility entrances to notify persons utilizing the facility of this security measure.
2. Students shall only be video/audio recorded and photographed in accordance with established District procedures. Such procedures shall identify the conditions under which parental/guardian consent shall be required.
3. Video/audio recordings and photographs of students shall be kept confidential to the extent required by state and federal laws, and the District's student records policy and procedures.
4. Video/audio recording will not be conducted in private areas such as locker rooms, athletic locker rooms, changing rooms and bathrooms at any time.

Parent/Guardian Consent

1. Video/audio recordings and photographs of students may be utilized by teachers, administrators or their designees within the District for educational purposes without advance consent of a student's parent/guardian.
2. Waiver forms of release shall be required from parents/guardians when:
 - a. Students participating in class activities are recorded or photographed and the video/audio recordings or photographs are going to be viewed or heard by individuals other than authorized teachers, administrators and students.
 - b. Students are to be involved in formal interviews using video or audio recordings or photographs by outside news media sources.
 - c. Students identified as having special educational needs are recorded or photographed in a special education setting.

3. Parent/guardian permission shall not be required when:
- a) A student has voluntarily chosen or been allowed by his/her parent(s)/guardian to participate in, or be a spectator at, a school related activity that is open to the public such as an athletic event, concert, theatrical presentation, dance, etc.
 - b) The student has chosen to be an officially designated school leader or role model, such as athlete, member of Homecoming Court, student council, etc. for which there is the potential for informal contact with news media.
 - c) The student has voluntarily chosen to participate in a class project for which the recording or photographs will not be viewed/listened to by persons other than members of the class.
 - d) Stock video or generic photographs (i.e., yearbook individual and group photos) are being obtained in public places (i.e., hallways, auditoriums, gymnasiums, parking areas, general classroom areas, playgrounds, athletic fields, etc.) by the District.
 - e) Outside news media record or photograph students in areas that cannot be effectively shielded from the public, such as playgrounds, parking lots, athletic fields. etc.

Legal Ref.: Sections 118.125 Wisconsin Statutes (Pupil Records)
Chapter 19, Subchapters II and IV (General Duties of Public Officials)
Family Educational Rights and Privacy Act
Federal Copyright Law [17 U.S.C.]

Local Ref.: Policy #347 – Student Records
Policy #363.2/554 – Acceptable use and Internet Safety Policy for Students, Staff
and Guests
Policy #731.3 – Privacy in Locker Rooms
Policy #751.3 – Use of Video Cameras on School Buses
Policy #771 – Copyright Compliance
Policy #823 – Open Records Policy and Procedures for Access to Public Records

Revised: July 9, 2001

872

Revised: February 9, 2004

Revised:

1st Reading: 4/26/17; 2nd Reading: 5/8/17; 3rd Reading: 5/22/17

~~PUBLIC COMPLAINTS ABOUT LIBRARY AND INSTRUCTIONAL MATERIALS~~

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

The Evansville Community School District Board of Education is responsible for all library and instructional materials used and curricula taught in the District schools. It is the intent of the Board that all students in the District shall be provided access to a current, balanced collection of instructional materials, which presents information accurately and without bias. The Board recognizes that without a free and vigorous exchange of ideas, learning and teaching cannot take place effectively.

The Board also recognizes that District residents and employees have a right to express concern about the educational programs of their schools. When citizens have concerns about particular courses or library or instructional materials, these concerns shall be stated in writing using the policy form and submitted to the building principal. The written concern will be carefully considered, and accorded the courtesy of a prompt, written reply by school personnel. All such replies will be based upon the instructional goals of the District, upon course objectives, and upon the criteria for selection of library and instructional materials.

The instructor or library media specialist (LMS) whose course or instructional materials have been questioned shall be the first to reply to a complaint. If the complainant is not satisfied, s/he shall have the right to appeal to the district administrator who may appoint a review panel to hear their appeal in person. The review panel shall include, but may not be limited to, a teacher or LMS, other than the one whose selection is in question, the building principal, the director of instruction, and a parent who has been involved in curricular discussions. The panel members may be adjusted by the district administrator if s/he deems it prudent and necessary. The Board shall serve as the final level of appeal. The library or instructional materials or the curriculum in question will not be removed or changed in any way during the complaint and appeal process. Alternate curricular materials will always be provided upon request.

Concerned individuals shall be treated with respect at all times. However, no individual or group of persons has the legal right to abridge the rights of other parents, teachers or students to have access to the information which is part of the educational program.

Legal Ref.: Sections 115.77 Wisconsin Statutes (Local Educational Agency Duties)

118.03 (Textbooks)

118.13 (Pupil Discrimination Prohibited)

120.13(5) (School Board Powers)

121.02(1)(h) (School District Standards)

PI 8.01(2)(h) Wisconsin Administrative Code

PI 9.03(1)(e)

Local Ref.: Policy #411 – Equal Educational Opportunities

#361 – Instructional Materials Selection and Review

#361.2 – Use of Video and Audio Recordings

#872 Form – Request For Consideration of Instructional Materials

Approved: July 9, 2001
Revised: February 9, 2004

872-Form

Revised:
1st Reading: 4/26/17; 2nd Reading: 5/8/17; 3rd Reading: 5/22/17

CITIZEN'S REQUEST FOR RECONSIDERATION OF A WORK

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

Request Initiated by	
Name:	
Phone:	
Address:	
Instructional Material to be Reconsidered	
Provide the exact citation of the instructional material in question. (Title, author, version, location in the school, etc.)	
Describe your objection to the instructional material. (Be as specific as possible. List quotations, passages, pages, etc. to describe the content which is being addressed.)	
Request for Resolution	
What are you asking to be done?	
Submit to building principal.	
Signature:	Date:
Received by:	Date:

MEMORANDUM

TO: Evansville Community School District School Board
FROM: Alice A. Murphy, Director of Curriculum and Instruction
RE: **Curriculum Referendum Purchase Recommendation - Math**
DATE: May 8, 2017

The **2014-2019 Curriculum Referendum** includes a five-year Curriculum Development Cycle. During this cycle, all major curriculum areas will be reviewed and revised by curriculum teams and administrators, according to the following schedule:

- 2014-2017 K-12 English Language Arts, (Literacy), 6-12 Mathematics, 7-12 Spanish
- 2015-2018 K-12 Science, K-12 Health, K-12 Physical Education
- 2016-2019 K-12 Art, K-12 Social Studies
- 2017-2019 K-12 Music, 6-12 Career and Technical Education

During the 2015-16 school year, the 7-12 Math team completed a lengthy curriculum review and revision process. Following a pilot opportunity that began at the high school in September and the middle school in November of 2015, the recommendation of the secondary Math team was made for the adoption of:

Big Ideas Math Premium Package - Grade 7 - Algebra 2
Published by Houghton Mifflin Harcourt
6-Year Print and Digital (2016-22)

Grade 6 did not participate in the pilot or program adoption, due to the relatively recent adoption of the **GO MATH** program for Kindergarten - Grade 6. In April, 2016, the 6th grade students achieved solid performance results on the 2016 WI FORWARD exam, so there was no compelling evidence that there was a need to make a program change.

However, during 2016-17, the 6th Grade Math teacher has had nearly a full school year to try out both math programs, side by side, and to make a solid comparison between the two. Mr. Bethke has worked with the 7th and 8th Grade Math teachers to study the format of BIG IDEAS with the multiple pathways and instructional delivery methods. It is apparent that the increased instructional rigor presented with the BIG IDEAS program at Grade 7 and beyond, requires ECSD 6th graders to prepare differently.

Recommendation:

It is the recommendation of the Secondary Math Team that Grade 6 adopt BIG IDEAS beginning 2017-18:

Big Ideas Math 2017 Premium Package -Grade 6
Published by Houghton Mifflin Harcourt
5 Year Print and Digital (to coincide with the Grade 7-12 2016-22 subscription)

Curriculum Referendum Budget:

\$13,286.65



Innovative Thinking. Tailored Delivery.

Gary Albrecht, Ph.D. • Agency Administrator

April 2017

Dear CESA 2 Superintendents, School Boards, and District Staff:

Please find your 2017-2018 contract with CESA 2 attached. As you will see, we have changed the format to better reflect the services provided by CESA 2 and show the new services and pricing structures available. We are continuously working to better serve the needs of our districts. The new services and pricing structures were developed in response to requests and feedback we received from CESA 2 districts.

New Services include:

- **Effective Practices 4-Day Packages for:**
 - Digital Learning
 - English Learners
 - Instruction
 - Literacy
 - Math
 - Science

These pre-purchased packages provide a 15% discount on the consultant daily rate. Additional days may be pre-purchased for the same \$850 rate. Districts may customize these days to include any combination of in-district coaching or training for individuals or groups of teachers and/or leadership teams. To ensure you receive the discounted rate, please return your contract no later than June 30, 2017. Districts may still purchase days after June 30, 2017, but they will be subject to the regular daily rate of \$1000/day.

- Site Specific Technical Assistance
- Alternative Compensation Planning
- Assessment Audit - Assessment Implementation
- Leadership Team Coaching
- Statewide School Nutrition Program (Non-Prime Vendor)
- Systems Review Process
- Additional Itinerant Services, including:
 - Occupational Therapy
 - Physical Therapy
 - Speech Language Pathology

The 2017-2018 Catalog of Services offers more information on the programs and services offered. Access the catalog via our website – [2017-2018 Catalog of Services](#)

The services for which your district contracted during 2016-2017 are shown with their appropriate fees. The fees reflect items contracted for during the previous year and any consortia membership(s), if applicable. Please use the columns on the right of the contract to indicate services you will be renewing or adding for 2017-2018.



Innovative Thinking. Tailored Delivery.

Gary Albrecht, Ph.D. • Agency Administrator

You will also see the adjusted membership fee on your 2017-2018 contract. As I indicated in my email to Superintendents earlier this month, the previous CESA 2 membership fee structure was not aligned with our costs. While CESA 2 had taken pride in the fact that we had not raised membership rates in over 30 years, we realized we put the budget challenges of districts ahead of our own for too long. We could not continue this practice and offer the level and quality of services expected by those we serve.

The new membership fee structure for 2017-2018 is a flat fee of \$1000 per district plus \$.50 per student.

Please note that you also have access to pre-bid contracts through CESA Purchasing, saving you time and money. With the pre-bid AEPA contracts, you can save time by not having to go out to bid for many products and services as that bid process has been done for you.

You may also find supporting documents for some programs included with your contract. Please be sure to read them carefully and return accordingly.

Please review your service contract and submit it to your board for approval at your earliest convenience. We appreciate your prompt return of the contract. Upon receipt of signed contracts from school districts, we will make appropriate employment commitments to our staff for the 2017-2018 school year.

Please understand the importance of receiving contracts before June 30, 2017. We need to secure staff contracts by July 1, 2017, and cannot guarantee that we will be able to fulfill contracts returned after June 30, 2017.

If you have questions or concerns regarding service contracts, please contact Marlene Gerstner at marlene.gerstner@cesa2.org or 262.473.1453.

We wish you our very best and look forward to working with you during the coming school year.

Gary L. Albrecht, Ph.D.
CESA 2 Agency Administrator



Please indicate the services to be placed on the contract for 2017-2018.

	Service	Fees	School District Services (based on 2016-2017)	Check to Renew	Check to Add
General Services	Administration	\$1,919	\$1,919.00	<input type="checkbox"/>	<input type="checkbox"/>
	Driver Education - Students Pay Fees			<input type="checkbox"/>	<input type="checkbox"/>
	Van Delivery - *required for AT Academy, Library & PRC	\$700	\$700.00	<input type="checkbox"/>	<input type="checkbox"/>

Effective Practices for Instruction Effective Practices 4-Day Packages are custom services to include any combination of in-district coaching or training for individuals or groups of teachers and/or leadership teams.	Service	Fees	School District Services (based on 2016-2017)	Check to Renew	Check to Add	Effective Practices Addl. Days
	Assistive Technology Academy*	\$3,350	\$3,350.00	<input type="checkbox"/>	<input type="checkbox"/>	
	Assistive Technology Library*	\$3,220	\$3,220.00	<input type="checkbox"/>	<input type="checkbox"/>	
	Effective Practices for (4 day package plus mileage)†					
	Digital Learning	\$3,400		New	<input type="checkbox"/>	
	English Learners	\$3,400		New	<input type="checkbox"/>	
	Instruction	\$3,400		New	<input type="checkbox"/>	
	Literacy	\$3,400		New	<input type="checkbox"/>	
	Math	\$3,400		New	<input type="checkbox"/>	
	Science	\$3,400		New	<input type="checkbox"/>	
	ESSA - Title I Extended Services	8% of Title I allocation		<input type="checkbox"/>	<input type="checkbox"/>	
	Instructional Technology Services	\$2,750		<input type="checkbox"/>	<input type="checkbox"/>	
	Site Specific Technical Assistance	\$850/day		New	<input type="checkbox"/>	
Special Education Consultation	\$850/day		<input type="checkbox"/>	<input type="checkbox"/>		

Effective Practices for Systems	Service	Fees	School District Services (based on 2016-2017)	Check to Renew	Check to Add
	Alternative Compensation Planning	\$850/day		New	<input type="checkbox"/>
	Assessment Audit - Assessment Implementation	\$850/day		New	<input type="checkbox"/>
	Dialogue with Attorney	\$850	\$850.00	<input type="checkbox"/>	<input type="checkbox"/>
	Leadership Team Coaching	\$850/day		New	<input type="checkbox"/>
	Professional Resource Center - Level 1*	\$6,850		<input type="checkbox"/>	<input type="checkbox"/>
	Professional Resource Center - Level 2* <i>Includes a Needs Assessment visit with the PRC Consultant</i>	\$8,050		<input type="checkbox"/>	<input type="checkbox"/>
	Statewide School Nutrition Program	\$300		New	<input type="checkbox"/>
	Systems Support and Data Analysis	\$850/day		<input type="checkbox"/>	<input type="checkbox"/>
	Systems Review Process (4 day package plus mileage)†	\$3,400		New	<input type="checkbox"/>
	Transition Advisory Network	\$4,375	\$4,375.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Business/Staffing	Service	Fees	School District Services (based on 2016-2017)	Check to Renew	Check to Add
	Teacher of the Blind & Visually Impaired - itinerant	\$70/unit	\$33,530.00	<input type="checkbox"/>	<input type="checkbox"/>
	Teacher of the Deaf & Hard of Hearing - itinerant	\$70/unit		<input type="checkbox"/>	<input type="checkbox"/>
	Educational Audiology - itinerant	\$85/unit	\$3,995.00	<input type="checkbox"/>	<input type="checkbox"/>
	Occupational Therapy - itinerant	\$90/unit		New	<input type="checkbox"/>
	Orientation & Mobility - itinerant	\$70/unit	\$1,750.00	<input type="checkbox"/>	<input type="checkbox"/>
	Physical Therapy - itinerant	\$90/unit		New	<input type="checkbox"/>
	Speech Language Pathology - itinerant	\$90/unit		New	<input type="checkbox"/>
JEDI Online Network	\$10,500	\$10,500.00	<input type="checkbox"/>	<input type="checkbox"/>	

Total			59,814.00		
			\$64,189.00		

†additional days available for pre-purchase at \$850/day. In the "Check to Add" column, indicate number of days you are adding to the package.

After June 1, 2017, the 4 day package will be \$4,000 and additional days will be \$1,000/day.

Return via email: marlene.gerstner@cesa2.org or fax: 262.472.2269

District Administrator or designee's signature

for CESA 2 use only
Date received: _____

Reviewed by:
GA _____ BB _____ CD _____ MG _____ NB _____ TE _____



2017-2018 Contract

This contract made in duplicate between the Board of Control of Cooperative Educational Service Agency 2 (CESA 2) and Local Educational Agency (LEA).

WHEREAS CESA 2 has been authorized to provide services for valuable consideration to school districts on a cooperative basis and has been authorized to enter into and approve service contracts with local school districts, county boards of supervisors and other cooperative educational service agencies as provided in Chapter 116, Wis. Stats.

NOW, THEREFORE, CESA 2 hereby agrees to provide to the LEA, services to be performed by legally qualified personnel. Information pertaining to each service to be performed is included in the CESA 2 Catalog of Services.

CESA 2 agrees to make payments to the personnel providing the services and to remit to the authorized governmental or private agencies such amounts for which salary deductions are required or authorized.

CESA 2 agrees to forward federal and/or state funds, which are due the LEA, as soon as possible after the receipt of said funds.

LEA agrees to pay for services rendered as follows:

*for services costing \$18,000.00 or less annually per line item, in one payment to be made in July.

*for services costing more than \$18,000.00 annually per line item, in tri-annual payments to be made in July, November and March.

All billings from CESA 2 will be on budgeted estimated costs, except the last billing which shall reflect the net actual costs of the service. (If all billings and payments are based on estimated costs, any overpayments or underpayments will be refunded or paid no later than 60 days from the closing of the fiscal year.)

Transportation of children, if any, will be furnished by each school district.

The LEA agrees to reimburse CESA 2 for its proportionate share of costs of the services provided under this contract including without limitation because of enumeration, unemployment insurance, litigation expense, collective bargaining and monetary awards of courts and agencies but no Board of Control may levy any taxes as per Sec. 116.03(4).

In witness whereof, the parties have set their hands this day and year written below.

Cooperative Educational Service Agency 2

1221 Innovation Drive, Suite 205

Whitewater, WI 53190

Nancy Thompson, Chairperson, CESA 2 Board of Control

Gary Albrecht, Secretary, CESA 2 Board of Control

School District of _____, 2017

President, Board of Education

Clerk, Board of Education

AUTOMOBILES AND OTHER VEHICLES

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 following procedures and rules will be followed by students who want to drive a motor vehicle to school and park in the school parking lot:

1. Students who drive their motorized vehicles to school and park vehicles on the school property, or work on them in the shop area, must complete a Parking Permit application available in the office and submit a **Parking Permit fee of \$80/year, \$40/semester or \$20/term** so that your vehicle is registered with the school. Registration must occur at the beginning first 3 days of school. **Parking Fees will not be refunded if a student's parking privileges are revoked. Parking permits will only be issued after all other fees have been paid.**
2. A parking tag is necessary and will be issued to all students who have a completed an approved Student Driving and Parking Permit application form. The parking tag must be affixed in the manner designated. Cycles must be registered and will be issued a registration sticker
3. All student vehicles must be properly parked in the designated areas in the front student parking lot West of the school, or in designated lot with permission.
4. Speed limits of 15 M.P.H., posted traffic patterns, and designated parking areas must be adhered to.
5. Students are not to be in, or on, any motor vehicle, or in the school parking lot during school hours, including noon hour, unless they are either legitimately entering or leaving the school grounds by motor vehicle.
6. Students are prohibited from driving their vehicles from the high school parking lot during the school day, including the noon hour. Students that have parent request slips or have been requested by a parent telephone call to leave during the school day for an acceptable reason, have been excused by the office, and have properly signed out may drive their automobiles from the school parking lot during the school day. It is the general policy of the school that once a student's car is parked on the school parking lot, it will remain there until the end of the school day. Seniors will be able to leave during TRI time if they meet the behavioral and attendance requirements, and have parental permission.
7. The use of recreational and/or non-licensed vehicles is prohibited on all Evansville School District grounds, parking lots and driveways.
8. Parking on school grounds is a privilege and not a right and thus a student election of this privilege is tantamount to consent for school officials to search their parked cars on school grounds.
9. **Penalties:** Students who are found to be in violation of the preceding rules and regulations will face disciplinary action which can include detention, suspension, expulsion, revocation of driving or parking privileges, towing of vehicle, or referral to the Evansville Police Department.

CLASS STANDING

~~Class standing (membership within a particular class) is determined not only by years of attendance, but also by accumulated credits. The following number of credits will be used to determine a student's specific class standing:~~

~~28 CREDITS REQUIRED FOR GRADUATION~~

~~_____~~
~~_____ 0 - 6.00 _____ accumulated credits = freshman~~
~~_____ 6.25 - 12.00 _____ accumulated credits = sophomore~~

~~12.25 – 18.00~~ accumulated credits = junior
~~18.25 or above~~ accumulated credits = senior

DAILY CLASS SCHEDULE

Beginning with the 2017-2018 school year, Evansville High School operates on an alternating A/B Block four period day. On most school days we will follow the regular bell schedule. Periodically through the year we will follow one of the following schedules: late start or staff development (early release). On those days, adjusted schedules will be given to all staff members and posted on the office window.

Regular Daily Schedule

Period 1	8:00	9:31
Advisory	9:36	9:58
Period 2	10:03	11:34
Period 3		
First Lunch	11:34	12:04
Class A	12:09	1:39
Class B	11:39	12:24
Second Lunch	12:24	12:54
Class C	12:54	1:39
Period 4	1:44	3:15

EHS A/B Block Bell Schedule 2017-2018 School Year

1st Block 8:00am – 9:28am (88 minutes)

2nd Block 9:33am – 11:01am (88 minutes)

1st Lunch 11:01am – 11:31am (30 minutes w/ passing period)

Tutoring/Resource/Intervention (TRI) 11:31am – 12:11pm (40 minutes)

Tutoring/Resource/Intervention (TRI) 11:06am – 11:46am (40 minutes)

2nd Lunch 11:46am – 12:16pm (30 minutes w/ passing period)

3rd Block 12:16pm – 1:43pm (87 minutes)

4th Block 1:48pm – 3:15pm (87 minutes)

ELECTRONIC MOBILE COMMUNICATION DEVICES

The Evansville Community School District prohibits a student from using or possessing an electronic communication device while on premises owned or rented by or under the control of a school of the Evansville District, unless the student must possess and use an electronic communication device for one of the following purposes:

- Medical
- School
- Educational
- Vocational

Parental communication or other legitimate purpose

Cell phones and other mobile devices shall not be used in a way disruptive of the learning environment. Unless otherwise indicated, the device shall be stored in the locker and shall not emit noise. The device may only be used during lunch in the commons, during passing times, before and after school, and in a classroom with explicit instructional purposes as indicated by the teacher, and in such a manner so as not to disrupt any school activity. Phones may not be used in restrooms or locker rooms at any time. Failure to follow these guidelines will result in confiscation of device. A detention will be assigned with the first and subsequent violations. The device will be returned only to the parent/guardian on all violations. Possession of a cell phone by high school students is a privilege and not a right. Serious or repeated violations of school policies while using a cell phone may result in the suspension of that privilege. In addition, students who violate school rules or policies while using a cell phone do not have a right to absolute privacy of the content in/on the cell phone.

GRADES

Midway through Each nine-week term time frame, students will receive a letter grade, which shows their academic progress in classes being taken. Mid-term grades, in addition to final exams, are used to determine the final course grades, which are recorded on the student's transcript. Reports of exemplary or unsatisfactory progress are completed every two to three weeks-nine weeks.

VISITORS

Visitors will only be allowed during lunch times, if approved.

~~A visitor who is a guest of a student must be pre-approved by the building administrator at least one day before the visitation occurs. Pre-approval will be based upon completion of the "Visitors Request Form" (#860). All of the student's teachers will be polled regarding their consent to the visitation. One objection to the visitation will result in disapproval of the request. The host student is responsible for the conduct of the guest who must abide by all school policies and regulations. No student will be allowed more than two visitors per school year.~~

First Academic Standard

The student earned passing grades in a minimum of 20 credit hours (3.0 ninety minute blocks per day in high school) and currently enrolled in 20 credit hours.

Second Academic Standard

- A. Eligible if
- No F's were earned and a 1.5 GPA or higher was accumulated for the 9 week term time frame.
 - or
 - One F was earned but a 1.75 GPA or higher was accumulated for the 9 week term time frame.

- B. **On Probation if** Did not meet eligibility **Standard A** above
and
Earned no more than one F but also
accumulated a GPA from 1.25 - 1.74 for the
9-week ~~term~~ time frame.
- C. **Ineligible if** Did not meet the eligibility or probationary
standards listed above.

A student found academically **ineligible** is unable to compete in athletics for a **minimum of 15 consecutive school days**. If the sport is in session when the grades are submitted and a grade report is generated showing a student ineligible, the fifteen days will begin at that time.

~~Mid-term (4.5 week) 9 weeks grades or subsequent reports by teachers should be viewed as an academic warning. Mid-term (9 weeks time frame) grades and end of semester grades. End of term (9 week) grades determine eligibility.~~

A student on probation must meet with the athletic director or designee to commit to a plan for academic remediation. If a probationary student-athlete follows this plan appropriately, he/she will remain eligible for competition for the next 15 consecutive school days. At the end of this 15-day period, the athletic director will contact individual teachers for current grades which must meet the eligibility requirements or suspension will be immediate for the remainder of the 9-week time frame ~~grading period~~. A student on probation unwilling to commit and follow through with an academic remediation plan will be ineligible for competition for the entire/remaining 9-week time frame ~~grading period~~.

A student ineligible for competition must meet with the athletic director or designee at the beginning of the ineligibility period to commit to a plan for academic remediation if he/she wishes to attempt to regain eligibility sometime during the current 9-week time frame ~~grading period~~. An ineligible student is not allowed in competition for 15 consecutive school days. If the ineligible student has followed this plan appropriately, at the end of this 15-day period, the athletic director or designee will contact individual teachers for current grades which must meet the eligibility requirements or suspension will be immediate for the remainder of the 9-week time frame ~~grading period~~. An ineligible student who refuses to commit to and follow through with an academic remediation plan will be ineligible for the entire 9-week time frame ~~grading period~~.

Student athletes who were ineligible or probationary at the beginning of a given 9-week time frame ~~term~~ but follow the stated procedures to regain eligibility at the 15 day mark are eligible academically for the remainder of the 9-week time frame ~~term~~, provided that they submit a weekly grade check form from their teachers to the athletic director each week for the remainder of the 9-week time frame ~~quarter~~. This form can be obtained from the office. If a student has incurred an academic ineligibility suspension and is not in continuous athletic participation from season to season, he/she must meet academic eligibility requirements in the grading period previous to his or her participation in a sport later in the year.

Student-athletes who are ineligible for competition for a period of time for academic or training rule violations must continue to attend practice sessions to remain eligible in that sport upon completion of the suspension.

Training Rule Penalties for Group A Violations:

First Violation -- Suspension from participation in 25% of the contests for the regular season with carry over into the next season if necessary. If the student has violated the code in the area of alcohol, drugs or tobacco/nicotine the student is required to successfully complete a Student Assistance Program (SAP) at their expense. A student may reduce the suspension to one contest provided the student has adhered to all requirements in the honesty clause and successfully completed the SAP. If an Evansville School administrator has reasonable suspicion that a specific athlete may have violated the District's athletic code, the administrator may question the student about a possible violation. In responding to any such questioning about the incident, it is expected that the student shall follow the expectations in the honesty clause. If the athlete's answer(s) is subsequently found to be untrue and it is determined that the athlete violated the honesty clause, the suspension will be doubled. (Example: 25% suspension for the first violation will become a 50% suspension.) Unless suspended from school, attendance at all practices is required during the ineligibility period and the student must complete the season in good standing.

LAUDE SYSTEM

Starting with the graduating class of 2019, Evansville High School will recognize graduating seniors through the Laude System. The Laude System acknowledges student achievement through a combination of student cumulative grade point average and the number of honor class points completed in their high school career. The cumulative grade point average and honor points mathematically create an overall Laude Score. Possible laude distinctions include Cum Laude (meaning "with honors"), Magna Cum Laude ("with great honor"), or Summa Cum Laude ("with highest honor").

Minimum qualifications for Cum Laude recognition at graduation are a 3.4 cumulative grade point average and a Laude score of 17 as calculated at the end of the 15th term. Cum Laude (white honors cord) designation requires a Laude score of 17 – 31.99; Magna Cum Laude (silver honors cord) 32 – 49.99; Summa Cum Laude (gold honors cord) 50 and more. Students receive 2.0 honor points for each AP course completed and 1.0 honor points for each Departmental Honors Course completed with a minimum grade of 'C'.

Transfer students will receive honors points toward the Laude System for Advanced Placement courses completed with a minimum grade of 'C'. Transfer students may request that equivalent honors courses they completed at other districts be evaluated by the principal for Laude point eligibility and award. Any disagreements are subject to the standard appeal process through the chain of command up to the Board of Education.

See Pages 2-3 for a listing of Laude eligible courses and an example of Laude Point distribution based on cumulative G.P.A.

Courses designated as honors are as follows:

DEPARTMENT	LAUDE POINTS EARNED UPON COMPLETION OF THE COURSE
English/Language Arts	AP Composition and Language 2.0 AP Composition and Literature 2.0
Math	Pre-Calculus/Trigonometry 1.0 AP Calculus AB 2.0 AP Calculus BC 2.0
Science	Anatomy and Physiology 1.0 Advanced Biology 1.0 AP Chemistry 2.0 Honors Physics 1.0 AP Environmental Science 2.0
Social Studies	AP US History 2.0
World Language	Spanish IV, Other Language IV 1.0 AP Spanish, Other Language AP 2.0
Art	AP Studio Art 2.0
Music	4 th year of band + A solo/duet (Solo & Ensemble) 2.0 4 th year of choir + A solo/duet (Solo & Ensemble) 2.0
FACS	Health Occupations 1.0
Agricultural Science	Large Animal Science 1.0
Business	CAPP Accounting 2.0 Accounting I 1.0 Business Law 1.0

Tech Ed	Engineering Drawing & Design (3D) 1.0 Building Construction Trades 1.0
JEDI (online AP courses)	All JEDI AP courses that are not offered onsite at EHS (e.g., AP Statistics; AP European History, etc.) will be awarded 2.0 –Laude points upon completion.
Youth Options college courses Online AP courses (non-JEDI) JEDI course special request Youth Apprenticeship Study Abroad Transfer student special course request	Unique situations such as those listed will be considered on an individual basis based on the rigor of the course.

The following chart shows examples of resultant Laude Point awards for a given cumulative G.P.A. The breakdown in award earned is variably highlighted, with the top section Summa Cum Laude, middle section Magna Cum Laude and lower section Cum Laude. This chart will be reviewed annually and revisions will be made when deemed necessary by the Administration. If revisions are made to this chart (and EHS student handbook), the revisions will go into effect with the next incoming Freshman class.

CGPA→		4.0	3.9	3.8	3.7	3.6	3.5	3.4
	20	80	78	76	74	72	70	68
	19.5	78	76.05	74.1	72.15	70.2	68.25	66.3
	19	76	74.1	72.2	70.3	68.4	66.5	64.6
	18.5	74	72.15	70.3	68.45	66.6	64.75	62.9
	18	72	70.2	68.4	66.6	64.8	63	61.2
H	17.5	70	68.25	66.5	64.75	63	61.25	59.5
O	17	68	66.3	64.6	62.9	61.2	59.5	57.8
N	16.5	66	64.35	62.7	61.05	59.4	57.75	56.1
O	16	64	62.4	60.8	59.2	57.6	56	54.4
R	15.5	62	60.45	58.9	57.35	55.8	54.25	52.7
S	15	60	58.5	57	55.5	54	52.5	51
	14.5	58	56.55	55.1	53.65	52.2	50.75	49.3
	14	56	54.6	53.2	51.8	50.4	49	47.6
	13.5	54	52.65	51.3	49.95	48.6	47.25	45.9
P	13	52	50.7	49.4	48.1	46.8	45.5	44.2
O	12.5	50	48.75	47.5	46.25	45	43.75	42.5
I	12	48	46.8	45.6	44.4	43.2	42	40.8
N	11.5	46	44.85	43.7	42.55	41.4	40.25	39.1
T	11	44	42.9	41.8	40.7	39.6	38.5	37.4
S ↓	10.5	42	40.95	39.9	38.85	37.8	36.75	35.7
	10	40	39	38	37	36	35	34
	9.5	38	37.05	36.1	35.15	34.2	33.25	32.3
	9	36	35.1	34.2	33.3	32.4	31.5	30.6
	8.5	34	33.15	32.3	31.45	30.6	29.75	28.9
	8	32	31.2	30.4	29.6	28.8	28	27.2
	7.5	30	29.25	28.5	27.75	27	26.25	25.5
	7	28	27.3	26.6	25.9	25.2	24.5	23.8
	6.5	26	25.35	24.7	24.05	23.4	22.75	22.1
	6	24	23.4	22.8	22.2	21.6	21	20.4
	5.5	22	21.45	20.9	20.35	19.8	19.25	18.7
	5	20	19.5	19	18.5	18	17.5	17
	4.5	18	17.55	17.1	16.65	16.2	15.75	15.3
	4	16	15.6	15.2	14.8	14.4	14	13.6
	3.5	14	13.65	13.3	12.95	12.6	12.25	11.9
	3	12	11.7	11.4	11.1	10.8	10.5	10.2
	2.5	10	9.75	9.5	9.25	9	8.75	8.5
	2	8	7.8	7.6	7.4	7.2	7	6.8
	1.5	6	5.85	5.7	5.55	5.4	5.25	5.1
	1	4	3.9	3.8	3.7	3.6	3.5	3.4

EVANSVILLE COMMUNITY SCHOOL DISTRICT
Evansville, Wisconsin

The special meeting of the Board of Education of the Evansville Community School District was held Wednesday, May 3, 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, Hammann, Hennig, Oberdorf, Rasmussen, and Titus.

APPROVE AGENDA

Motion by Mr. Busse, seconded by Mr. Rasmussen, moved to approve the agenda, removing item II, Business Action Item, A. Approval of Staff Changes. Motion carried, 7-0 (voice vote).

BUSINESS (ACTION ITEM)

Motion by Mr. Rasmussen, seconded by Mr. Hennig, moved to issue final notice of nonrenewal to staff member Jolene Lenth, Library Media Specialist. Motion carried, 7-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Busse, moved to issue final notice of nonrenewal to staff member JoAnn Mumm, Library Media Specialist. Motion carried, 4-3 (Rasmussen, Hammann, Oberdorf)(voice vote).

Motion by Mr. Hennig, seconded by Mr. Busse, moved to issue final notice of nonrenewal to staff member Sable Schwab, English Language (ESL) Teacher. Motion carried, 6-1 (Hammann)(voice vote).

ADJOURN

Motion by Mr. Busse, seconded by Mr. Rasmussen, moved to adjourn the meeting. Motion carried, 7-0 (voice vote). Meeting adjourned at 6:14 pm.

Submitted by John Rasmussen, Clerk

Approved: _____ Dated: _____ Approved: 5/22/17
Mason Braunschweig, President

EVANSVILLE COMMUNITY SCHOOL DISTRICT
Evansville, Wisconsin

The special meeting of the Board of Education of the Evansville Community School District was held Wednesday, May 10, 2017, at 6:30 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, Hammann, Hennig, Oberdorf, Rasmussen, and Titus.

EXECUTIVE SESSION

Motion by Mr. Rasmussen, seconded by Mr. Hennig, moved to contemplate convening into closed session under Wisconsin State Statute 19.85(1)(b) and (c) to consider employment or dismissal of a teacher, including consideration of resignation or any agreement affecting the employment of said teacher. Motion carried, 7-0 (roll call).

RECONVENE INTO OPEN SESSION, TO TAKE ACTION ON ANY CLOSED SESSION ITEMS, AS NECESSARY

Motion by Mr. Busse, seconded by Mr. Hennig, moved to accept the resignation of Teacher, Kyle McDonald. Motion carried, 7-0 (voice vote).

ADJOURN

Motion by Mr. Hennig, seconded by Mr. Busse, moved to adjourn the meeting. Motion carried, 7-0 (voice vote). Meeting adjourned at 6:41 pm.

Submitted by John Rasmussen, Clerk

Approved: _____ Dated: _____ Approved: 5/22/17
Mason Braunschweig, President

EVANSVILLE COMMUNITY SCHOOL DISTRICT
Evansville, Wisconsin

The regular meeting of the Board of Education of the Evansville Community School District was held Monday, May 8, 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, Hammann, Hennig, Rasmussen, and Oberdorf arrived at 6:02 and left at 6:51. Absent: Titus and HS Reps Roth and Parker.

APPROVE AGENDA

Motion by Mr. Busse, seconded by Mr. Hennig, moved to approve the agenda as presented. Motion carried, 5-0 (voice vote).

PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS

- Recognition of HS Board Rep Emmeline Roth
- Teacher Appreciation Week – Week of May 8
- End of Year Celebration – June 8
- Back To School Days - August 8, 3:00-7:00 pm and August 16, 10:00-2:00 pm

PUBLIC PRESENTATIONS

Staff member, Ms. Stalder, spoke against removing policies #510 and #521.

Staff member, Ms. Oswald, spoke on upcoming referendum and policy update.

Community member, Ms. Koenecke, spoke on informing the community.

INFORMATION & DISCUSSION

The High School Student Board Representative Report was in the Board packet.

Business Manager, Mr. Swanson, presented the Insurance Committee recommendation. Discussion.

Mr. Swanson presented an updated list of recommended items for reduction or elimination for the 2017-2018 preliminary budget. Discussion.

District Administrator, Mr. Roth, gave an update on the 2018 potential referendum; kick-off meeting that took place with Bray Associates and JP Cullen.

Director of Curriculum and Instruction, Ms. Murphy, presented the math curriculum referendum purchase recommendation.

Mr. Roth presented the 2017-2018 CESA 2 Contract.

High School Principal, Mr. Everson and Associate Principal, Mr. Cashore, presented student handbook proposed changes. No middle school proposed changes. Discussion.

Ms. Hammann presented for a first reading, policies: #171-Board Meetings; #187-Public Participation at Board Meetings; #521-Involvement in Decision-Making; #531.1-Teacher Job Description; #532-Faculty Contracts and Compensation Plans; #532.2-Faculty Negotiations; #860-Visitors to the Schools; and #860 Form-Student Visitors Request Form. Discussion.

Ms. Hammann presented for a second reading, policies: #361-Instructional Materials Selection and Review (Library and Instructional Material Selection and Adoption); #361.2-IMC Instruction and Materials; #361.2 (#361.3)-Use of Video and Audio Recordings (Use of Multimedia Materials); #361.2 Form (#361.3 Form)-Parent Permission For Use of Recordings (Use of Multi Media Materials); #492-Recording or Photographing of Students (Imaging or Recording of Students); and #872-Request for Reconsideration of Instructional Materials (Public Complaints About Library and Instructional Materials); and #872 Form-Request for Reconsideration of Instructional Materials (Citizen's Request for Reconsideration of a Work).

PUBLIC PRESENTATIONS

None.

BUSINESS (Action Items)

Motion by Mr. Busse, seconded by Mr. Hennig, moved to approve the hiring of Margaret Banker, Director of Curriculum and Instruction, at a salary of \$101,500. Discussion. Motion carried, 4-1 (Hammann)(voice vote).

Motion by Mr. Hennig, seconded by Mr. Busse, moved to approve the hiring of Jerad Meuer, High School Social Studies Teacher, at a salary of \$48,192. Discussion. Motion carried, 4-1 (Hammann)(voice vote).

Motion by Mr. Busse, seconded by Mr. Rasmussen, moved to approve the hiring of Andrea Hovorka, Payroll and Benefit Specialist, at a rate of \$21.50. Discussion. Motion carried, 4-1 (Hammann)(voice vote).

Motion by Mr. Hennig, seconded by Mr. Busse, moved to approve the 2017-2018 certified staffing proposal as presented. Discussion. Motion by Mr. Braunschweig, seconded by Mr. Busse, moved to table this item and return to it on June 12, 2017. Motion carried, 5-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved to approve the Insurance Committee's recommendation of Option B, HRA with 15% employee contribution to premium expense, increase deductible to \$400/single and \$800/family, reduce cash-in-lieu from \$4,000 to \$3,500, and receive a recommendation from the Insurance Committee in October 2017 of what changes (HRA or HSA) to implement on 1-1-18 for 2017-2018 school year. Motion carried, 5-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Busse, moved to freeze the 2017-2018 lunch prices, and no increase to the milk price, as presented. Motion carried, 5-0 (voice vote).

CONSENT (Action Items)

Policy #510-Personnel Policy Goals pulled from consent agenda items.

Motion by Mr. Hennig, seconded by Mr. Busse, moved to approve the consent agenda items: Dane County New Teacher Project Shared Services Contract for 2017-2018; policies, #171-Board Meetings; #187-Public Participation at Board Meetings; #455.2-Automobile and Bicycle Use and Safety; #511-Equal Opportunity Employment; #511.1-Employee Discrimination Complaint Procedures; April 26, 2017, Regular Meeting Minutes; and the April bills, as presented. Motion carried, 5-0 (roll call vote).

Motion by Mr. Braunschweig, seconded by Mr. Hennig, moved to remove policy #510-Personnel Policy Goals. Motion failed, 0-5 (voice vote).

FUTURE AGENDA

May 22, 2017, regular meeting agenda discussed.

ADJOURN

Motion by Mr. Rasmussen, seconded by Mr. Hennig, moved to adjourn the meeting. Motion carried, 5-0 (voice vote). Meeting adjourned at 7:20 pm.

Submitted by John Rasmussen, Clerk

Approved: _____ Dated: _____ Approved: 5/22/17
Mason Braunschweig, President

Unapproved Minutes

Law or rule, requires district to make local decision. Are legal references up to date? Yes
LOCAL SAFETY PROGRAMS

School safety is critical to everyone involved with the District. To meet this concern, school safety programs shall be developed and implemented in the District. All safety programs shall be designed to:

- Provide a safe and healthy school and work environment for students and employees;
- Protect the safety of students, employees and other persons present on district property or at school-sponsored events to the extent reasonably possible;
- Comply with safety regulations, state codes and orders of the Department of Workforce Development, the Department of Health and Human Services, the Department of Public Instructions and applicable local safety and health codes and regulations;
- Minimize mechanical hazards and unsafe conditions in school facilities and on school grounds so as to prevent accidents;
- Inform students and employees of acceptable safety procedures and practices;
- Provide instruction in accident prevention, fire prevention, emergency procedures, road safety, and protective behaviors in appropriate grades and classes (through guidance and health); and

A school safety plan will be developed and in effect for each school in the District. Each school safety plan shall be developed consistent with district policies and legal requirements and shall include:

- 1) Measures to prevent violence, disruptions, and unsafe conditions;
- 2) Intervention strategies to help maintain a safe environment; and
- 3) Procedures for responding to a crises should it occur.

School safety plans shall be reviewed on a regular basis and revised as necessary and appropriate.

The Buildings & Grounds Director **shall will** coordinate all activities related to the safety programs, with other district staff and consultants as necessary, for safety inspections, and implement local safety programs. Building principals shall be responsible for supervising the safety programs in their assigned buildings and for keeping staff members informed of pertinent state and local regulations and recommendations relating to safety in the schools.

Legal Ref.: Sections 101.055 Wisconsin Statutes (Public Employee Safety and Health)
 101.11 (Employer’s Duty to Furnish Safe Employment and Place)
 115.33 (Inspection of School Buildings)
 118.07 (Health and Safety Requirements)
 118.075 (Indoor Environmental Quality in Schools)
 118.08 (School Zones; Crossings)
 118.09 (Safety Zones)
 120.12(5) (School Board Duties)
 121.02(1)(i) (School District Standards)
 167.32 ((Safety at Sporting Events)

PI 8.01(2)(i) Wisconsin Administrative Code

Local Ref.: District Safety Manual

Approved: April 14, 1986

721

Revised: May 14, 2007

Revised: 22

1st Reading: 5/31/17

How often should there be a 3rd party revision?

BUILDING AND GROUNDS INSPECTIONS

Safety inspections are one of the principal means of determining possible causes of accidents before they cause injury.

The finding of unsafe conditions by means of inspection and addressing them promptly is one of the best methods for management to demonstrate to employees its interest and sincerity in accident prevention. Inspections also help to promote safety awareness among employees, students, and visitors. Regular facility inspections also encourage individual employees to inspect their own immediate work areas.

Inspections should not be limited to search for unsafe physical conditions, but should also include examination to detect unsafe practices. Other consultants should be used as necessary to ensure compliance with state health and safety standards.

1. Buildings should be inspected at least annually and reports filed with the District Office by June.
 - A. The inspection is to be done jointly by the Buildings & Grounds Director and the building principals using appropriate checklists.
 - B. The following specialists should be active participants during the inspections of areas under their supervision:
 1. Food service
 2. Playground
 3. Technical Education career areas
 4. Science (labs)
 5. Art
2. Heating, plumbing and electrical facilities are to be inspected as required by the Building & Grounds Director in concert with contracted specialists in these areas.

Legal Ref.: Sections 115.33(3) Wisconsin Statutes (Inspection of School Buildings)
120.12(5)(12) (School Board Duties)

PI 8.01(2)(i) Wisconsin Administrative Code

Revised: ~~January 12, 2009~~

Revised: May 14, 2012

722.1

Revised: February 11, 2013

Revised: 22

1st Reading: 5/31/17

STAFF ACCIDENT REPORTS

For life-threatening injuries, call 911 immediately and disregard information below. Use procedures below for injury reporting procedures.

Accident reports support the safe and efficient operation of the school system as well as the protection and education of the students.

In order to expedite prompt and appropriate medical attention and to facilitate processing of insurance claims, all accidents and injuries occurring on school grounds or while under school supervision shall be reported immediately to the building administrator or designated supervisor. The building administrator or designated supervisor will immediately put the staff member in touch with a District designated on-call triage service to process the report.

The procedure is as follows:

Instructions for reporting non-life threatening work related injuries:

1. Employee notifies principal/supervisor immediately following injury;
2. The principal/supervisor will initiate a call to a District designated on-call triage service on behalf of the injured employee and then give the employee privacy to complete the call to a District designated on-call triage service;
3. The injured employee will detail any medical symptoms or complaints which will be evaluated by a Registered Nurse (RN) specially trained to perform telephonic triage;
4. The RN will recommend first aid self-treatment or refer the injured employee for an off-site medical evaluation by a District designated on-call triage service medical provider;
5. The RN will fax after-care instruction sheets in English or Spanish to a designated location at the workplace for the injured employee at the conclusion of the call, which will summarize any recommended self-treatment protocol;
6. For all injuries that are called to the service, standardized reports will be generated at the conclusion of the call that capture the most important information relative to the potential work related injury that was reported.

Timely reporting is an essential practice for all potential work related injuries to ensure the best possible outcomes.

~~For life threatening injuries, call 911 immediately and disregard information above.~~

Should you have any questions about the process outlined above, please contact the Business Manager.

Legal Ref.: Section 121.02(1)(g)(i) Wisconsin Statutes (School District Standards)
146.81-146.84 (Miscellaneous Health Provisions)
PI 8.01(2)(g)(i), Wisconsin Administrative Code

Approved: April 14, 1986

723

Revised: June 11, 2007

Revised: 22

1st Reading: 5/31/17

~~EMERGENCY PLANS/DISASTER~~ SAFETY RESPONSE PLANS

The **Evansville Community School District Board of Education** recognizes its responsibility to provide facilities, equipment and training that may minimize the effects of school emergency situations. It is the responsibility of the District to develop school emergency situations that will provide as much protection as possible for children while at school and on their way to and from school, and to provide adequate instruction so that the school emergency plans may be carried out with the greatest possible speed and safety.

The district administrator, safety coordinator, and building principals will involve and work with appropriate local and county officials to develop plans for:

- 1) evacuating the buildings ~~during fire~~;
- 2) sheltering during hazardous weather;
- 3) **soft** lockdowns; ~~and~~
- 4) **full** lockdowns; **and**
- 5) civil disasters.

Drills shall be held **as appropriate per state regulations** to implement such plans to allow for order and efficiency in the event of a true emergency.

Legal Ref.: Section 118.07 Wisconsin Statutes (Health and Safety Requirements)

Local Ref.: District Safety Manual

Approved: April 14, 1986

723.1

Revised: June 11, 2007

Revised: 22

1st Reading: 5/31/17

Is this all tornado, lockdown, fire, etc.? yes

~~FIRE~~ SAFETY DRILLS

~~Fire~~ **Safety** drills are to be conducted at least once a month throughout the school year. Building principals shall inform staff of the exact plans for each building. Appropriate security and local emergency officials shall also be notified.

Each teacher shall be responsible for orienting students, who have classes in his/her room, as to the proper evacuation procedures to ensure students are able to **follow the appropriate drill criteria** ~~leave the building~~ quickly and safely.

During drills or actual events, all staff are responsible for supervising and directing students. The building principal, or designee, shall maintain a report of ~~fire~~ **safety** drills at the school District Office for review and submission as required by state law.

All occupants, with no exceptions, shall leave the building whenever **an fire** alarm is sounded. A school public address system, if available, shall be used as a warning device in the event the ~~fire~~ alarm system malfunctions.

Legal Ref.: Section 118.07(2) Wisconsin Statutes (Health and Safety Requirements)

Local Ref.: District Safety Manual

Approved: January 11, 1988

Revised: July 9, 2001

723.2

Revised: June 11, 2007

Revised: 22

1st Reading: 5/31/17

THREATS OF BOMBS OR OTHER HAVOC & DESTRUCTION

Safety of students and staff is **of paramount importance to Evansville Community School District Board of Education. Therefore, the Board directs administrators to develop plans for each building in the case of threats of bombs or other havoc and destruction. Such plans shall include procedures for evacuation and return in conjunction with law enforcement officials. Plans shall include procedures for normal school days, after-school or co-curricular activities, and public events.** ~~the top priority under incidents of threat. Therefore, school administrators shall do all that is prudent and possible in the event of imminent danger.~~

~~The directs administrators to develop plans for each building that include procedures for evacuation and return in conjunction with law enforcement officials. Plans shall include procedures for normal school days and public events.~~

Any student found guilty of such threats shall be disciplined according to procedures that appear in the student handbook.

Any class time missed because of the interruption shall be made up according to Board direction.

Legal Ref.: Sections 120.12(1) Wisconsin Statutes (School Board Duties)
120.13(1) (School Board Powers)
120.44 (School Board Powers and Duties)

Local Ref.: District Safety Manual

Approved: January 13, 1986

723.5/822

Revised: May 14, 2007

Revised:

1st Reading: 5/22/17

NEWS MEDIA RELATIONS

The Evansville Community School District recognizes the responsibility of the news media to provide to the community accurate and timely information concerning the objectives, achievements, needs and conditions of the District's schools and their instructional programs.

While it is our intent to cooperate with the news media to insure complete and accurate coverage of newsworthy events in the District, it is also our intent to safeguard our students from unwarranted disruption to their instructional program. Therefore, during the scope of the regular school day, the following guidelines will apply to members of the news media when attempting to obtain school information:

1. Representatives of the press and media will be expected to obtain permission from the District Administrator or designee prior to interacting with staff or students on school property during school hours.
2. If the press or media receive District permission to contact an individual school, principals may validly deny, at their discretion, media interviews on the grounds that it would disrupt instruction, that pupils should not be used for public opinion surveys, or that parents would object to such publicity for their children, particularly if the subject is a sensitive one. The principal must minimize unnecessary interruption of instructional time.
3. Reporters will be expected to limit the scope of the interview to a specific individual and/or specific topic/issue for which the permission was granted. It is the intent that the building principal be informed if the subject matter deviates from the identified purpose of the interview.
4. Interviews of all students are subject to written parental permission.
5. Parents/guardians of students enrolled in a special education program must provide written consent before their child is photographed, interviewed and/or identified in articles, photos or videotapes in a special education setting.
6. Student and staff interviews conducted during class time will be granted only if they pertain to media coverage of the class in session or if such coverage has been approved in advance by the building principal.
7. Any interview of a student during school hours, on school property while under the District's supervision will require that an administrator/designee be made aware of said interview. The District will retain the right to have an administrator/designee present during the interview if it deems such a presence is warranted.
8. News releases of a political or controversial nature, as well as those concerning the overall operation of the District's schools or their actions, policies and positions of the District, or those involving more than one school shall be made only by the Board of Education, District Administrator, or his/her designee.
9. Employees speaking on behalf of the District with the media must first receive authorization to do so from the District Administrator.

Legal Ref.: Sections 19.81 Wisconsin Statutes (Declaration of Policy)

19.90 (Use of Equipment in Open Session)

The following procedures shall be complied with in making contact with the media:

1. ~~The district administrator, or designee, shall serve as the media contact person for information concerning issues that are district wide and/or of a controversial nature. For the purpose of this procedure, negotiations are a district wide issue.~~
2. ~~All news releases pertaining to particular grade levels or programs shall be cleared through the building principal. Building principals shall clear information pertaining to issues with the district administrator, or designee, especially when legal advice may be needed. If the building principal is unable to contact the district administrator or designee, the principal should use his/her best judgment and get back to the media as quickly as possible with the facts. Only facts should be given, not assumptions or opinions.~~
 - a. ~~In their capacity as district employees, teachers and other employees are to work through the building principal or administrative designee on items relating to the media. Teachers and other employees should not contact the media directly when dealing with controversial issues.~~
 - b. ~~If the media contacts a staff member, as a courtesy, the staff member should inform their supervisor. Staff should be familiar with or refer to the District Safety Manual, pages 22-24, as appropriate when representing the District to the media.~~
 - c. ~~District coaches and advisors for extra-curricular activities may contact or respond to the media directly to report event results or to discuss an up-coming event or activity.~~
3. ~~When a media representative contacts a building principal or director regarding an issue, the response is to be prompt. In all controversial or sensitive areas, refer to guideline (1).~~
4. ~~The district administrator should be informed when a news feature is being done in the District.~~
5. ~~If there is an activity, event or program for which media coverage is desired, one of the following three steps should be taken:~~
 - a. ~~Contact the district administrator, who will follow up on the story and contact the media; or~~
 - b. ~~Contact the media person directly and ask him/her to cover the activity. Please inform the building principal or district administrator's office when this occurs; or~~
 - c. ~~Write an information release on the activity and forward it to the building principal or district administrator to be reviewed and distributed to the media.~~

Legal Ref.: ~~Sections 19.81 and 19.90 Wisconsin Statutes~~

Local Ref.: Policy #522, Staff Ethics
District Safety Manual

Remove from Policy Manual and put in Shared Files-Job Description
EVANSVILLE TEACHER
JOB DESCRIPTION

I. QUALIFICATIONS

Possesses a valid Wisconsin teacher certification in the subject area(s) or grade level(s) of employment and demonstrates proficient performance in the knowledge, skills and dispositions detailed in the Wisconsin Teacher and/or Pupil Services Standards.

II. GENERAL RESPONSIBILITIES

1. Actively pursues the vision and mission of the District, to engage students in learning subject matter, and academic and personal skills that foster student development as able and responsible citizens.
2. Ethical behavior consistent with professionalism, board policy, and law.
3. Satisfy the conditions of the Master Agreement between the Board of Education and the Evansville Education Association.

III. DUTIES

Teachers are expected to demonstrate competency and strive to perform at a distinguished level in executing the following duties:

1. Planning and Preparation
 - Demonstrates knowledge of content
 - Demonstrates knowledge of students and their diverse needs
 - Selects appropriate instructional goals
 - Demonstrates knowledge of resources
 - Designs coherent instruction
 - Assesses student learning in order to guide instruction
2. Classroom Environment
 - Creates an environment of respect and rapport
 - Establishes a culture for striving and engaged learning
 - Manages classroom procedures
 - Manages student behavior
 - Organizes physical space
3. Instruction
 - Communicates clearly and accurately
 - Uses appropriate questioning and discussion techniques
 - Engages every student in learning
 - Incorporates assessment
 - Demonstrates flexibility and responsiveness
4. Professional Responsibilities
 - Reflects on teaching
 - Maintains accurate records
 - Communicates with families
 - Contributes to the school and district
 1. Participates in curriculum review and revision

2. Participates in school events and activities
3. Contributes to school and districts projects
 - Pursues professional growth and development, demonstrating inquiry and learning
5. Budgeting
 - Determines the need for classroom/instructional supplies and equipment
 - Assists in the preparation of the budget and completes the appropriate forms in a timely manner
 - Orders, receives and accounts for the purchased items according to school and district procedures
6. Performs other professional duties as assigned by the principal or designee.

Legal Ref.: Sections 118.19 Wisconsin Statutes (Teacher Certificate and Licenses)

121.02(1)(a)(q) (School District Standards)

PI 3 & 34 of Wisconsin Administrative Code

Local Ref.: Employee Handbook

Approved: December 8, 1986
Revised: March 14, 2005
1st Reading: 5/8/17; 2nd Reading: 5/22/17

532

Suggestion to Remove as is covered in Employee Handbook, pg. 45

FACULTY CONTRACTS AND COMPENSATION PLANS

Contracts with individual faculty members shall be in writing. All employee contracts for new, increased, decreased, or renewed positions shall be considered at a Board meeting which shall be properly noticed and announced as such.

It should be clearly understood that no part of any negotiated agreement is to be considered as part of the Board's policy manual. The Board considers its Policy Manual and any negotiated agreement to be separate and independent documents because of their differing methods of construction. Policies in this section that cite negotiated agreements are included for reference only. Should a conflict arise between Board policies and a negotiated agreement, the language in the agreement takes precedence.

Legal Ref.: Sections 111.70 Wisconsin Statutes
118.21
121.02(1)(a)
PI 34, Wisconsin Administrative Code

Local Ref.: Evansville Education Association (EEA) Master Agreement
Evansville Education Association Auxiliary (EEAA) Master Agreement
Food Service Master Agreement
Custodian Master Agreement

2. A reasonable attempt will be made to initiate transfers by June 1st.
3. When an involuntary transfer is necessary, the following criteria may be considered:
 - a. a teacher's academic training and certification as determined by the Department of Public Instruction,
 - b. ability and performance as a teacher in the District as per current documented evaluation by immediate supervisory personnel, and
 - c. length of service to the District.
4. The involuntarily transferred teacher shall be given a minimum of forty-five (45) working days for adjustment in the new assignment area prior to any evaluations being conducted.

5.02 Employee Contracts

*Refer to Policies: 532 – Faculty Contracts and Compensation Plans
533 – Staff Recruitment and Hiring*

- A. In assigning teaching duties, first consideration will be given to the primary professional competence of the teacher and to the experience in other fields as a teacher. No teacher shall be subject to teaching assignments other than those specified in his/her area of certification.
- B. A teacher shall be given written notice of renewal of his/her contract for the ensuing school year on or before May 15th of the school year during which said teacher holds a contract by the District Administrator or designee. If no such notice is given on or before May 15th, the contract of teaching service then in force shall be continued for the ensuing school year. A teacher receiving a notice of renewal or contract for the ensuing year, or a teacher who does not receive a notice of renewal or refusal of his/her contract for the ensuing school year on or before May 15th, shall accept or reject, in writing, such contract no later than June 15th.
- C. At least fifteen (15) days (April 30) prior to giving written notice of refusal to renew a teacher's contract for the ensuing year, the Board shall inform the teacher in writing that the Board is considering nonrenewal of the teacher's contract. The teacher has the right to a private conference with the Board if the teacher files a request with the Board within five (5) days after receiving notice of refusal to renew the contract for the ensuing year.
- D. If the individual's contract status as of September 1st will differ from the status in effect at the time the contract was signed, such status must be declared at the time of contract signing or the last day of the current school year, whichever is later.

Approved: December 8, 1986
Revised: March 14, 2005
1st Reading: 5/8/17; 2nd Reading: 5/22/17

532.2

Suggestion to Remove as is covered under State Statute

FACULTY NEGOTIATIONS

The Evansville Board of Education and the Evansville Education Association (EEA) enter into professional negotiations for the purposes of establishing a democratic atmosphere in which to work, provide quality education under good working conditions, and providing an orderly method for disposing of grievances and disputes.

Teaching is a profession requiring specialized qualifications. The success of the educational program in the Evansville School District depends upon the maximum utilization of the abilities of teachers who are satisfied with the conditions under which their services are rendered.

It is the obligation of the Board and the EEA to negotiate in a fair and timely manner and of the faculty to continue to function in a professional manner during the negotiation period. The Board wishes to maintain positive employer-employee relations in the daily operation of the School District.

Legal Ref.: Section 111.70 Wisconsin Statutes

Revised: April 8, 2013

860

Revised: March 12, 2014

Revised:

1st Reading: 5/8/17; 2nd Reading: 5/22/17

VISITORS TO THE SCHOOLS

The Evansville Community School District Board of Education and the staff welcome members of the community and other interested persons to visit the schools. Visitors are welcome whether to conduct business or take an interest in our students and programs. Visits should be pre-arranged with the building principal.

1. Any adult visitor during the hours (7:20 a.m. – 4:00 p.m.)(e.g., volunteer, community member, parent/guardian, salesperson, visiting student) must register at the school's main office before going anywhere in the building and wear an ID badge or sticker.
2. A K-8 grade student visitor who is a guest of a student must be pre-approved by the building administrator or designee at least one day before the visitation occurs. Pre-approval will be based upon completion of the "Student Visitors Request Form." The visiting student shall abide by all school policies and regulations.
3. A 9-12 grade student visitor, who is a guest of a student, is allowed to visit during lunch hours only. A student visitor must be pre-approved by the building administrator or designee at least one day before the visitation occurs. Pre-approval will be based upon completion of the "Student Visitors Request Form." The visiting student shall abide by all school policies and regulations.

Principals or designee shall have complete authority to exclude from the school any visitor whom they have reason to believe poses a threat to safety or security or interferes with the educational process.

Legal Ref.: Sections 118.07(4) Wisconsin State Statutes (Health and Safety Requirements)
120.12(1) (School Board Duties)
120.13(35) (School Board Powers)
120.44(2) (School Board Powers and Duties)
121.02(1)(i) (School District Standards)
301.475

Local Ref.: Policy #830 – Use of School Facilities
Policy #860 Form – Student Visitors Request Form

Approved: December 10, 2001
Revised:
1st Reading: 5/8/17' 2nd Reading: 5/22/17

860 Form

STUDENT VISITORS REQUEST FORM
TERM _____

Student Name: _____

Visitor Name: _____

Home Address: _____

Parent's/Guardian's Name (if appropriate): _____

Phone Number: _____

Date of Visit: _____

Visitor Relationship to Student: _____

Reason for Visit: _____

Visitor's School: _____

Phone Number: _____

Principal's Name: _____

To be considered for approval, all of your teachers must sign below in the appropriate space.
Their signature indicates approval.

_____ Approval Granted

_____ Approval Denied

_____ Administrator Signature

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda

Monday, June 12 or 26, 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, 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. Public Announcements/Recognition/Upcoming Events:
- 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. Presentation on Facility Study Concept, Plan, and Objectives – Bray. (June 26 meeting)
- B. 2017-2018 Preliminary Budget.
- C. 2018 Potential Referendum Update.
- D. First Reading of Policies:
1. #
- E. Second Reading of Policies:
1. ##720-Local Safety Programs.
 2. #721-Building and Grounds Inspectors.
 3. #722.1-Staff Accident Reports.
 4. #723-Safety Response Plans (Emergency Plans/Disaster Plans).
 5. #723.1-Safety Drills (Fire Drills).
 6. #723.2-Threats of Bombs or Other Havoc & Destruction.
 7. #723.5/822-News Media Relations.
- VI. Public Presentations.
- VII. Business (Action Items):
- A. Approval of Staff Changes:
- B. Approval of 2017-2018 Staffing Proposal.
- VIII. Consent (Action Items):
- A. Approval of Dane County New Teacher Project Shared Services Contract.
- B. Approval of Policies:
1. #531.1-Teacher Job Description.
 2. #532-Faculty Contracts and Compensation Plans.
 3. #532.2-Faculty Negotiations.
 4. #860-Visitors to the Schools.
 5. #860 Form-Student Visitors Request Form.
- C. Approval of May 22, 2017, Regular Meeting Minutes.
- D. Approval of May Bills.
- IX. Future Agenda – June 26, 2017, Regular Meeting Agenda.
- X. Adjourn.