

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Amended Board of Education Special Meeting/Financial Retreat Agenda  
Saturday, January 28, 2017  
8:00 am  
District Board and Training Center  
340 Fair Street (Door 36)**

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

I. Roll Call: Mason Braunschweig      Melissa Hammann      Sandra Spanton Nelson  
                 Eric Busse                              Jane Oberdorf  
                 John Rasmussen                              Keith Hennig

II. Information & Discussion:

- A. School Finance Presentation.
- B. Baird Forecast Model.
- C. Budget Development Process Review.
  - 1. Review Staff Input Information.
- D. 2017-2018 Budget Discussion.
  - 1. Current/New Expenses for 2017-2018.
  - 2. Current/New Revenue Affecting the 2017-2018 Budget.
  - 3. 2017-2018 Open Enrollment Limits.

III. Business (Action Item):

- A. Approval of 2017-2018 Open Enrollment Class Limits for General Education.
- B. Approval of 2017-2018 Open Enrollment Limits for Special Education.

IV. 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 Special Meeting/Financial Retreat Agenda**

**Saturday, January 28, 2017**

**8:00 am**

**District Board and Training Center**

**340 Fair Street (Door 36)**

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I. Roll Call: Mason Braunschweig      Melissa Hammann      Sandra Spanton Nelson  
                 Eric Busse                                  Jane Oberdorf  
                 John Rasmussen                              Keith Hennig

II. Information & Discussion:

- A. Architectural Firm Agreement.
- B. School Finance Presentation.
- C. Baird Forecast Model.
- D. Budget Development Process Review.
  - 1. Review Staff Input Information.
- E. 2017-2018 Budget Discussion.
  - 1. Current/New Expenses for 2017-2018.
  - 2. Current/New Revenue Affecting the 2017-2018 Budget.
  - 3. 2017-2018 Open Enrollment Limits.

III. Business (Action Item):

- A. Approval of Architectural Firm Agreement.
- B. Approval of 2017-2018 Open Enrollment Class Limits for General Education.
- C. Approval of 2017-2018 Open Enrollment Limits for Special Education.

IV. Adjourn.

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EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Special Meeting/Financial Retreat Agenda/Briefs  
Saturday, January 28, 2017 - 8:00 am  
District Board and Training Center - 340 Fair Street (Door 36)

- I. **Roll Call:** Mason Braunschweig      Melissa Hammann      Sandra Spanton Nelson  
Eric Busse      Jane Oberdorf  
John Rasmussen      Keith Hennig

II. **Information & Discussion:**

- A. School Finance Presentation – *Mr. Swanson will present.*
- B. Baird Forecast Model – *Mr. Swanson will present.*
- C. Budget Development Process Review – *Mr. Swanson will present.*
1. Review Staff Input Information – *Mr. Swanson will present.*
- D. 2017-2018 Budget Discussion – *Mr. Swanson will present.*
1. Current/New Expenses for 2017-2018 – *Mr. Swanson will present.*
2. Current/New Revenue Affecting the 2017-2018 Budget – *Mr. Swanson will present.*
3. 2017-2018 Open Enrollment Limits – *Enclosed is information that you had received in December. You will act on this later in the meeting.*

III. **Business (Action Item):**

- A. Approval of 2017-2018 Open Enrollment Class Limits for General Education – *Suggested motions are on the option sheets.*
- B. Approval of 2017-2018 Open Enrollment Limits for Special Education – *Suggested motions are on the informational sheets provided.*

IV. **Adjourn.**

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

EVANSVILLE SCHOOL DISTRICT ENROLLMENT HISTORY

PROJECTED - Option 1

S/L ONLY	2008-09		2009-10		2010-11		2011-12		2012-13		2013-14		2014-15		2015-16		2015-16		2016-17		2017-18		Average Class Size	Average Class Size	Average Change in Sections Available
	Enrolled 12-Sep	Enrolled 18-Sep	Enrolled 10-Sep	Enrolled 16-Sep	Enrolled 21-Sep	Enrolled 20-Sep	Enrolled 19-Sep	Enrolled 18-Sep	Enrolled 8-Jan	Enrolled 16-Sep	Sections 16-17	Enrolled 16-Sep	Enrolled 16-Sep	Enrolled 16-Sep	Enrolled 16-Sep	Enrolled 16-Sep	Enrolled 16-Sep	Enrolled 16-Sep	Enrolled 16-Sep	Enrolled 16-Sep	Enrolled 16-Sep	Propose Sections 17-18			
ECH	4	5	17	5	2	12	10	9	10	6	1	6	10	10	10	10	10	10	10	10	10	2	1	2.0	0
4K	13	12	14	15	14	14	14	14	14	14	14	14	14	14	14	14	14	14	14	14	14	6	6	18.0	0
K	146	148	131	124	145	104	106	87	88	122	7	122	88	88	122	7	122	88	88	122	7	105	6	17.5	-1
K-1	130	154	148	126	122	145	36	33	31	33	2	33	31	31	33	2	33	31	31	33	2	0	0	#####	-2
1	139	130	144	143	122	118	81	113	114	89	5	136	103	103	136	8	136	103	103	136	8	138	8	17.3	3
2	432	449	440	413	405	379	376	463	468	491	22	491	468	468	491	22	491	468	468	491	22	105	6	17.5	-2
3	156	141	138	142	152	121	126	144	147	107	6	147	147	144	144	6	147	147	147	107	6	136	8	17.0	2
4	147	151	134	136	140	147	127	120	122	151	6	122	122	120	122	6	122	122	122	151	6	107	5	21.4	-1
5	130	144	144	138	138	144	139	129	129	128	5	129	129	129	128	5	129	129	129	128	5	151	6	25.2	1
6	433	436	416	416	430	412	392	393	398	386	17	398	398	393	398	17	398	398	398	386	17	394	19	20.7	2
7	146	126	144	143	139	138	148	143	145	129	6	145	145	143	145	6	145	145	145	129	6	128	6	21.3	6
8	112	146	133	140	144	134	137	147	147	145	6	147	147	147	145	6	147	147	145	145	6	129	6	21.5	6
9	135	107	146	136	141	142	135	139	138	152	6	138	138	139	138	6	138	138	138	152	6	145	6	24.2	6
10	393	379	423	419	424	414	420	429	430	426	18	430	430	429	430	18	430	430	430	426	18	402	18	24.2	6
11	161	134	115	151	137	144	147	142	134	137		134	134	142	134		134	134	134	137		152		23.7	0
12	134	154	126	105	144	130	133	141	147	132		147	147	141	147		147	147	132	137		137		17.0	0
	133	123	141	128	99	138	128	138	142	140		142	142	138	142		142	142	140	132		132		18.0	0
	145	131	127	143	118	100	139	133	134	142		134	134	133	142		134	134	142	140		140		17.5	0
	573	542	509	527	498	512	547	554	557	551		557	557	554	557		557	557	551	561		561		22.9	-2
District	1,831	1,806	1,788	1,775	1,757	1,717	1,735	1,839	1,853	1,854		1,853	1,853	1,839	1,853		1,853	1,853	1,854	1,815		1,815		22.3	-2

\* 1 am section of 4K enrolls 12 students only  
12/9/2016 Prepared by Linda Gard

## Board Criteria for Open Enrollment for the 2017-2018 Application Period

### **OPTION #1 -** For regular education spaces (based on maximum class sizes):

We set the class size limits by grade to allow for resident students to move into the District.

Grade Level	Class Size Limit	X the Number of Sections	= Capacity	ECSD Projected	Class Size	Spaces Available
4K	20	6.5	132	108	18.00	24 spaces
KG	18	6	108	105	17.50	3 spaces
1	18	8	144	138	17.30	6 spaces
2	18	6	108	105	17.50	3 spaces
3	18	8	144	136	17.00	8 spaces
4	24	5	120	107	21.40	13 spaces
5	24	6	144	151	25.20	No spaces

Making these motions does not mean we will not accept open enrollment students. These motions give the Board the ability to deny an application because of space that cannot be won on an appeal. If we don't have this criteria and motions on record, and we deny an application because of space concerns, we would lose the appeal. The result of this motion is that students applying through open enrollment would be put on a wait list per grade level. The students would be able to move off the list at any time if space is available, up to the third Friday count.

**Saving one space per section for each grade level for resident transfer students, the following motions are suggested:**

**Suggested Motion: I move that in grade 4K, 23 open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade KG, two open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 1, five open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 2, two open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 3, seven open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 4, 12 open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 5, we deny any open enrollment applications due to class size limits and space.**

**Suggested Motion: I move that in grades 6-12 we will not consider the availability of space (we will accept applications).**



**OPTION #2 -** For regular education spaces (based on maximum class sizes):

We set the class size limits by grade to allow for resident students to move into the District.

Grade Level	Class Size Limit	X the Number of Sections	= Capacity	ECSD Projected	Class Size	Spaces Available
4K	20	6.5	132	108	18.00	24 spaces
KG	18	7	126	105	15.00	21 spaces
1	18	8	144	138	17.25	6 spaces
2	18	6	108	105	17.50	3 spaces
3	18	8	144	136	17.00	8 spaces
4	24	4	96	107	26.80	No spaces
5	24	6	144	151	25.20	No spaces

Making these motions does not mean we will not accept open enrollment students. These motions give the Board the ability to deny an application because of space that cannot be won on an appeal. If we don't have this criteria and motions on record, and we deny an application because of space concerns, we would lose the appeal. The result of this motion is that students applying through open enrollment would be put on a wait list per grade level. The students would be able to move off the list at any time if space is available, up to the third Friday count.

**Saving one space per section for each grade level for resident transfer students, the following motions are suggested:**

**Suggested Motion: I move that in grade 4K, 23 open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade KG, 20 open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 1, five open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 2, two open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 3, seven open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 4 and 5, we deny any open enrollment applications due to class size limits and space.**

**Suggested Motion: I move that in grades 6-12 we will not consider the availability of space (we will accept applications).**

EVANSVILLE SCHOOL DISTRICT ENROLLMENT HISTORY

PROJECTED - Option 3

	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2015-16	2016-17	2017-18	Average Class Size	Propose Sections 17-18	Average Change in Class Size	Spaces Available
	Enrolled 12-Sep	Enrolled 18-Sep	Enrolled 10-Sep	Enrolled 16-Sep	Enrolled 21-Sep	Enrolled 20-Sep	Enrolled 19-Sep	Enrolled 18-Sep	Enrolled 8-Jan	Enrolled 16-Sep	Average Class Size	Propose Sections 17-18	Average Change in Class Size	Spaces Available	
S/L ONLY	4	5	5	5	2	12	10	9	10	6	6.0	2	1	2.0	0
ECH	13	12	17	15	14	14	10	122	122	105	17.5	108	6	18.0	0
4K	146	148	131	124	145	104	106	87	88	122	17.4	89	6	14.8	-1
K	130	154	148	126	122	145	36	33	31	33	16.5	32	2	16.0	0
K-1	139	130	144	143	122	118	81	113	114	89	17.8	122	7	17.4	2
1	432	449	440	413	405	379	143	99	103	136	17.0	105	6	17.5	-2
2	156	141	138	142	152	121	376	463	468	491	22.3	458	21	21.8	-1
3	147	151	134	136	140	147	126	144	147	107	17.8	136	8	17.0	2
4	130	144	144	138	138	144	127	120	122	151	25.2	107	5	21.4	-1
5	433	436	416	416	430	412	392	393	398	386	25.6	151	6	25.2	1
6	146	126	144	143	139	138	148	143	145	129	22.7	394	19	20.7	2
7	112	146	133	140	144	134	137	147	147	145	21.5	128	6	21.3	0
8	135	107	146	136	141	142	135	139	138	152	24.2	145	6	24.2	0
9	393	379	423	419	424	414	420	429	430	426	25.3	402	18	22.3	0
10	161	134	115	151	137	144	147	142	134	137	23.7	402	18	22.3	0
11	134	154	126	105	144	130	133	141	147	132	152	152	6	21.5	0
12	133	123	141	128	99	138	128	138	142	140	132	140	6	21.5	0
12	145	131	127	143	118	100	139	133	134	142	140	140	6	24.2	0
12	573	542	509	527	498	512	547	554	557	551	561	561	6	22.3	0
District	1,831	1,806	1,788	1,775	1,757	1,717	1,735	1,839	1,853	1,854	1,815	1,815	18	22.3	0

\* 1 am section of 4K enrolls 12 students only  
12/09/2016 Prepared by Linda Gard



**OPTION #3 - For regular education spaces (based on maximum class sizes):**

We set the class size limits by grade to allow for resident students to move into the District.

Grade Level	Class Size Limit	X the Number of Sections	= Capacity	ECSD Projected	Class Size	Spaces Available
4K	20	6.5	132	108	18.00	24 spaces
KG	18	7	126	105	15.00	21 spaces
1	18	8	144	138	17.25	6 spaces
2	18	6	108	105	17.50	3 spaces
3	18	8	144	136	17.00	8 spaces
4	24	5	120	107	21.40	13 spaces
5	24	6	144	151	25.20	No spaces

Making these motions does not mean we will not accept open enrollment students. These motions give the Board the ability to deny an application because of space that cannot be won on an appeal. If we don't have this criteria and motions on record, and we deny an application because of space concerns, we would lose the appeal. The result of this motion is that students applying through open enrollment would be put on a wait list per grade level. The students would be able to move off the list at any time if space is available, up to the third Friday count.

**Saving one space per section for each grade level for resident transfer students, the following motions are suggested:**

**Suggested Motion: I move that in grade 4K, 23 open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade KG, twenty open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 1, five open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 2, two open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 3, seven open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 4, 12 open enrollment applications will be accepted.**

**Suggested Motion: I move that in grade 5, we deny any open enrollment applications due to class size limits and space.**

**Suggested Motion: I move that in grades 6-12 we will not consider the availability of space (we will accept applications).**

**Special Education Related Services OE Information:**

	'16-'17 Totals	'17-'18 Capacity	Special Educators (/)	'17-'18 Average Caseload	Move-in/ newly qualified	'17-'18 Total Projections	Available Space
Speech and Language	102	105	3 SLPs	34	+3	105	No Space
Occupational Therapy	66	61	2 OTs	33	+4	70	No Space
Physical Therapy	35	32	1 PT 1 PTA	35	+2	37	No Space

S/L → 102(+3) = 105 < 105 → No Space

OT → 66(+4) = 70 > 61 → No Space

PT → 35(+2) = 37 > 32 → No Space

All caseloads numbers are based on the services and supports a student with a disability requires to appropriately implement his/her IEP (Individualized Education Plan). Caseload numbers and projections are based on information at this given time. These numbers fluctuate throughout the school year. Reassessment of these numbers will occur throughout the year to determine the most accurate information prior to regulating the approval or denial of open enrollment applications. Our current staffing patterns are based on the projected enrollment of the total specialized services and supports needed to appropriately implement the IEPs of special education students. These patterns do take into account the chances of students being newly identified as needing special education services along with student with special education needs moving into our school district.

Based on the data provided in the preceding tables, the following motions are proposed:

**Suggested Motion:** I move that in grades 4k-2, 6-8 we deny applications of students who qualify to receive special education services due to space and caseload.

**Suggested Motion:** I move that in grades 3-5 we approve applications of students who qualify to receive special education services up to four weighted spaces due to space and caseload.

**Suggested Motion:** I move that in grades 9-12 we approve applications of students who qualify to receive special education services up to six weighted spaces due to space and caseload.

**Suggested Motion:** I move 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.

**Special Education OE Information:**

Building	'16-'17 Weighted Totals	'17-'18 Additions or Reductions	'17-'18 Weighted Totals	'17-'18 Weighted Capacity	Special Educators (/)	'17-'18 Average Weighted Caseload	1 move-in/ newly qualified per case manager	'17-'18 Total Weighted Projections	Available Weighted Space
Levi	26	+9	35	36	3	12	+3	38	No Space
TRIS	50	-15	35	42	3	14	+3	35	4 Weighted Spaces
MS	63	-1	62	64	4	16	+3	65	No Space
HS	90	+0	90	100	5	20	+4	94	6 Weighted Spaces

Levi →  $26(+9) = 35(+3) = 38 > 36$  → No Space

TRIS →  $50(-15) = 35(+3) = 38 < 42$  → 4 Weighted Spaces

MS →  $63(-1) = 62(+3) = 65 > 64$  → No Space

HS →  $90(+0) = 90(+4) = 94 < 100$  → 6 Weighted Spaces

To provide a more accurate representation of the amount of space available to provide special education services, a weighted score was configured based on a standardized matrix. The matrix captured the student's involvement in six areas; curriculum, instruction, communication/planning, behavior, health, and safety. Based on the student's total matrix score, a category of either Minimal, Moderate, Extensive, or Comprehensive was assigned to describe the level of involvement. When determining open enrollment spaces, these weighted scores were taken into consideration. If a student's level of involvement was categorized as Minimal or Moderate, they were counted once. If a student's level of involvement was categorized as Extensive, they were counted twice. And, if the student's level of involvement was categorized as Comprehensive, the student was counted three times. The weighted caseload totals were then compared to the weighted caseload capacities with the inclusion of an assumed one move-in or newly qualified student per grade level to determine weighted spaces available.