

District Administrator Report

September 8, 2008

Opening of the School Year

We had a wonderful three days of work time and professional development to get staff back in the swing of a new year. Beth Oswald, our own State Teacher of the Year shared her impressions of her year of opportunity. She met many wonderful educators, traveled to some very interesting places and received training and materials that are already benefiting the District. Beth was one of the national recipients selected to give testimony on improving education. Our key noter, Susan Udelhofen, helped personalize the need for teachers to see their curriculum as living documents that are shared with each other for the benefit of students so that students have an aligned experience as they move from one grade level to the next. She helped us understand that when working in intergenerational teams baby boom teachers will have different values, perspectives, needs and talents from the Millennial's, but it is critical that we talk and share what is working and what we can do to assure students success. Her breakout sessions gave all teachers the chance to experience a simple version to help us understand how our alignment documents can move from data entered in Eclipse to a living, breathing curriculum map. There were a wide variety of sectionals for staff to select from as well. We surveyed staff to get their evaluation of the opening days and will use that data to plan our next steps.

First Days of Classes

Our new in-town bus pick-up points seem to be having the desired effect. Traffic is greatly reduced around the elementary school in the morning. That with other traffic flow changes has really improved student safety. Staff transitioned to new parking lots with minimal problems. While we enrolled many new students during the last few weeks, several of our new students are coming to us with significant needs that may have staffing implications. We have had quite a few no-shows and it is likely they have moved from the district. We should have tentative enrollment numbers for you on Monday. The final count as far as state funding takes place the third Friday in October so you will have official numbers in your October board packet.

AD Hoc Co-Curricular Committee

The first meeting of this committee will be in early October. The EEA Executive Council will meet on September 9 and determine how they will pick their representatives. It would be good to have a board representative on the committee. I believe Ms. Hammann has indicated she is interested. We will be looking at comparable schedules for our new athletic conference. I am particularly interested in schedules that have a percent of the base contract as the index rather than having to adjust dollar amounts and play catch-up.

Restorative Practices

You are each receiving a book that was used by the middle school staff to develop their understanding of Restorative Practices. Please read it so that when we have a board presentation you will have some background on the benefits of this approach. This book was first used by middle school students. When you are done with your copy, you may keep it or return it to Ms. Mosher.

Levi Leonard Elementary School
School Board Report
September 8, 2008

BOARD THEME/CURRICULUM TOPIC: How do we orient new students and staff?

New Students:

Each year we hold an orientation night for new kindergarten parents. We share information about kindergarten readiness, what our school has to offer students and families, and what they can expect at the screener. We hold three screener days in the spring during which parents bring their student to school for individual testing in social, language, motor and cognitive skills. The K-5 PTO also holds a picnic at Lake Leota Park for new kindergarteners, their families and teachers before school begins.

New students in other grade levels, or those who move in during the year, are given a tour of the building by the principal, counselor or administrative assistant. They are introduced to their teacher and class, and the teacher usually assigns a “buddy” to help them to acclimate to the school. Our school counselor usually checks in with the teachers to see how the student is doing and introduces herself to the student. Last year she met with the new students once or twice to see how they were doing and let them share with each other.

New Staff:

Before other staff return to school, the new staff member is given a tour of the building by the principal as well as meeting with the principal, who keeps them informed of professional expectations, their mentor, and key people at the district level. They are provided with a mentor who supports them in working with students and allows them to observe the mentor in action. The mentor also observes the new teacher and offers advice. There are monthly mentor meetings for the new teacher and mentor to attend; each addresses a different topic. The principal also supports the new teacher with frequent informal visits, discussions and formal supervision. The new teacher is encouraged to ask questions of any staff member.

STAFF DEVELOPMENT:

Our back-to-school sessions involved several new goals; curriculum mapping, student achievement and connections with attendance, and a new way to use our resource staff. We will also continue to focus on Response to Intervention (RtI) and inclusionary practice with support from our district-wide REACH Grant.

CELEBRATE!

The first day of school went very smoothly – we were especially pleased with how well parents responded to the changes in parking. Most parents walked their child to the school and dropped them off either on the playground or at their classroom. There were no traffic jams! Many thanks to the parents who made this smooth transition possible!

ANNOUNCEMENTS/UPCOMING EVENTS:

September 9	School-wide fundraiser kick-off assembly at 9:00 or 9:30
September 22-October 10	MAP testing for grade 2
September 26	Picture retake day
October 6-10	Fire Prevention Week

Please join us for any of the above events or drop in to visit and talk with students and staff. You are always welcome!

Respectfully submitted; Lou Havlik, Principal

Theodore Robinson Intermediate School

School Board Report

Vicki Lecy-Luebke, Principal

September 8, 2008

Orientation of New Students/Staff

Before school starts, new staff are assigned a mentor who meets with them during the summer. Sometimes this first meeting doesn't occur until a couple of days before staff officially report back from summer vacation. During those first days, new staff members meet with district office personnel, principal, the mentor coordinator, and their mentor. Introducing them to staff and helping them find their way around the building, curriculum, and materials are the main focus of those first few weeks. Students who are new to the district are assigned a "buddy" in each classroom. This classmate stays with the new student during lunch and recess times in particular. This helps them begin to make new friends and gives them a sense of belonging. Our guidance counselor meets with all new students. Since our third graders are new to the school, I visit each third grade classroom during the first week of school and introduce myself. I might talk with them or read a story. I try to make a point of being out in the halls before and after school; it's a good time to make contact with kids.

Professional Development

On August 28 all staff were involved with district professional development. I heard many positive comments. Our school board president gave a wonderful speech welcoming back staff. (Nice job, Michael!)

There were a few summer curriculum projects occurring in our building during the summer. One of them focused on our building goal of increasing good character traits in our students. The character education committee met several times and came up with a plan to involve the entire school in monthly small group meetings. I'm anxious to see the results!

Celebration

Teresa Doyle received her Masters Degree this summer. She is very close to receiving her Reading Specialist 317 certification.

Trent Schmick's art work titled "Earth" received an Honorable Mention in the WEA (Wisconsin Education Association) Art Showcase. He will be recognized at a reception on October 30. This is the second time Trent has been recognized for his wonderful art work.

We had two weddings this summer. Deanna Lund married Phillip Pickering and Chelsea Baus married Cody Marenas. We congratulate them both!

Shelley Bisch completed a BEAUTIFUL mural on the west side of our building. She put in many hours of work, with the help of some student painters. Her mural will also fit in with our School Forest Trail. I hope you will take a look!

JCMC

School Board Report-Bob Flaherty, Principal

September 1, 2008

How We Orient New Students and Staff!

During the year, all new students who come to the building meet with the Linda Rehfeldt and/or Mr. Flaherty. We give them a tour of the building, introduce them to staff, and try to find them a buddy for their first day.

Our incoming 6th Graders are given a tour of the building by 5th Grade staff members. Last year we also produced a DVD for our incoming special education students that they could review a number of times to make them more comfortable with the transition. We also invited them for a concert at the end of the year to give them another opportunity to visit the building and become familiar with the music program.

Students receive a special meeting in the auditorium in the fall to introduce them one more time to staff members. We also held a social for students before the meeting in the auditorium. Students report to a "home base" teacher during the open house as well as before first period on the first day of school. The teacher helps them navigate the middle school and understand the schedule.

This year the Middle School had a 33% addition. Mr. Horgan attended all District in-service. In addition he spent a day with my health teacher and an additional 1/2 day with the building principal reviewing the staff and student handbooks.

Staff Development:

The staff worked on reviewing MAP data during our school in-service. We also spent time reviewing data on school attendance and student achievement. Staff members were updated on the school forest. Mr. Beedle ended the day with a presentation to the staff on Panama. It was wonderful for the staff to see the culminating activity for students on the rainforest.

Donations: The middle school received funding from PTSO for playground equipment. Approximately \$3,000 will be donated for purchasing two small pieces of equipment for the 08 school year. The PTSO is going to continue holding fundraisers to purchase additional equipment this year. The school truly appreciates their efforts!

**Evansville High School
Report to the Board of Education
September 2008
Submitted by Jamie Gillespie, Principal**

How we orient new students and staff

Last spring, the 8th graders visited the high school one afternoon for tours of the school, information on extra-and co-curricular opportunities, and classroom visits. As you know, we have made a few changes this year to assist our freshmen and to support them in their transition to the high school. The morning of our first day of school was for freshmen only. Several of the freshmen said they enjoyed the morning and felt much less stressed than they had thought they would. In the afternoon, we had all students in the gym for our annual

welcome-back assembly. Our president and vice-president of student council, Rebecca Mills and Frankie Larson, respectively, emceed and our poms team performed.

Our advisory period, between first and second periods, includes the Freshmen Mentoring Program. The juniors and seniors who serve as mentors to our freshmen are very energetic and happy to be able to share their knowledge and experience with our new students. As they get to know each other, we all hope they will form positive attachments to EHS.

Teachers who are new to the high school are assigned mentors who are also high-school teachers who, whenever possible, teach the same subjects. Brian Cashore and I meet with all the new teachers prior to the start of the school year to welcome them, explain procedures, answer their questions, and give them Blue Devil t-shirts. At the first staff meeting, which was held on August 27th, the new staff were introduced and we all shared some information on how we spent our summers. Throughout the school year, as things come up that are new to our new teachers, we meet with them to explain and to answer their questions. The staff at EHS are extremely supportive of each other and just about everyone is willing to help our new folks.

Staff Development

On August 27th, the high-school staff met to review the results of the WKCE, ACT, and AP exams from the 2007-08 school year. We discussed the results of all of our students and looked at the data disaggregated by gender, disability, and socio-economic status. We also discussed the new assessments we will implement this year, EXPLORE for 9th graders and PLAN for 10th graders. We hope the results from these new tests will provide even more information that will help us improve our instructional practices.

On August 28th, all staff members participated in the district-wide professional development activities. The keynote address, by Susan Udelhofen, was on curriculum mapping. This will be an important way for teachers to talk with their colleagues about what they are teaching and how they are teaching it. It also goes hand-in-hand with the PLC training that Karla Wickersham, DeeJay Redders, and Valerie Olson attended in July. The high school then had a follow-up session with Susan to talk about what a curriculum map will look like for a high-school course. After that, staff members selected from a variety of presentations.

School Board Report
September 8, 2008
Curriculum Topic: How We Orient New Students/Staff

Evansville Community School District
Office of Curriculum and Instruction
Paula J. I. Landers, Director of Instruction

Orienting New Staff

New staff orientation took place on August 22nd and 25th, 2008. A variety of activities were planned to ensure that staff felt comfortable in the District and that all necessary work-related paperwork was completed. New staff had a chance to informally talk with each other during a luncheon on both days, they had an opportunity to meet with their building mentors, and have small group time with their building principals to discuss building-specific concerns. Induction activities for new teachers will take

place over the course of the school year. These activities have been planned with their input, and we look forward to making our new staff feel supported and integrated into our District.

Staff Development

On-going staff development is essential in order to positively influence teaching and learning in a district. Our staff development day, August 28th, 2008, offered a variety of motivational and technical opportunities for instructional staff. Appreciating the talent we have in the District is motivational, and Beth Oswald motivated the crowd as she shared her experiences as Teacher of the Year. Susan Udelhofen presented both a keynote and breakout sessions on curriculum mapping which all staff attended. Her clear approach to functional uses of curriculum maps helped to clarify the usefulness of these documents in the context of daily instruction and collaboration with colleagues. Many additional breakout sessions were offered to staff which included: Bring the Smithsonian into Your Classroom, The Outdoor Classroom, Podcasting, Moodle, Smart Boards, Research in a Web World, Using and Interpreting MAP Data, The Inclusive Classroom, Wellness Strategies, and WisCareers. Sessions were well attended, and preliminary staff feedback indicates that our presenters were well-received by their audiences and that the information presented and skills developed in the sessions were highly relevant to staff needs and interests.

Upcoming Events

September 23 & 24, 2008 – DPI Annual Meeting for Bilingual/ESL Education Program Administrators and Title III Conference, Madison, WI

October 16, 2008 – Responsive Education for All Children (REACH) Grant Beginning Schools Implementation Workshop, CESA#2, Milton, WI

Evansville Community School District

School Board Report

September 8, 2008

Theresa G. Daane, Director of Student Services

Topic Focus – New Students With Disabilities

When a student is enrolled, families are asked to provide information regarding their child. If that student is identified as having a disability requiring special education, there are requirements in place to ensure the student is provided Free Appropriate Public Education, also known as FAPE.

When a new student enrolls, IDEA 2004 requires that the Local Education Agency (LEA) provide the student with services comparable to those described in the Individualized Education Plan (IEP), from the previous school district. This must be done in consultation with the parents and until such time as the LEA conducts an evaluation, if it determined necessary by the LEA, and develops a new IEP, if appropriate. We are required to take reasonable steps to promptly obtain the student's records, including the IEP, from the previous school in which the student was enrolled.

While the transfer in process is often seamless, there are times when additional steps must be taken to meet the needs of a new student. Students with severe cognitive, physical, emotional disabilities or autism may be times when these additional steps may need to be taken. Building staff and administration

will need to assess staffing needs, making adjustments as needed. Community based services, such as county social workers, probation officers, and foster parents may all need to meet with a variety of school staff to develop a schedule to meet the student's needs.

In addition, once paperwork is received the LEA reviews the eligibility of the child for special education services. In the event that there are questions related to appropriate placement, an evaluation is initiated. Until this is completed, the LEA must provide comparable services as the previous district.

Professional Development

During the August 28th staff development date, there were a number of professional development opportunities provided to our educational assistants. All educational assistants were asked to attend training by Jennifer Stenger, our contracted county nurse service provider. In addition, first responders were also invited to attend. This covered many of the beginning of the year training needs prior to the start of the year, resulting in fewer number of sessions needed over the first month of school.

Leslie Ferrell provided an opportunity for educational assistants to learn more about reading strategies and Six Traits Writing to better provide support to struggling students. The final staff development option for educational assistants was an introduction to working in inclusive setting. Over half of our educational assistants attended at least one of these two options.

Upcoming Events

- September 23-24, 2008 – Bilingual Program and Administrators' meeting and Title III conference
- October 16, 2008 – REACh workshop at CESA 2, Beginning Schools Implementation (REACh – Responsive Education for All Children)

MEDIA AND TECHNOLOGY SCHOOL BOARD REPORT SEPTEMBER 2008

New Technology Programs

We are constantly upgrading and adding on in technology, but some major additions have been implemented this year, or are in the process of being implemented:

- 1. New Library System:** although we are still in the process of learning and debugging, we have a new library manager and system that is completely web-based. "Destiny" allows staff and students to access our library materials via the web, and manage our resources in the libraries in a more efficient way. In addition to our regular library circulation, Destiny also manages textbooks and assets. This means we will be able to keep track of our inventory and assets much more efficiently.
- 2. Online Technical Support and Work Orders:** We purchased and installed software that will allow most technical support and work order requests to be completed on line. This will also increase our efficiency as well as keep a log of all of our work orders and tech support issues in one step.
- 3. Online Scheduling:** Within the next few months, community members requesting facility use after school hours will be able to make their requests on line as well as see availability of facilities. We will also be able to use this tool during the school day for scheduling computer labs, resource rooms, and other areas.

4. **New Data backup system:** Our servers, “Crash” and “Burn” will back up all of our sensitive data daily. Each backup is in a different location in the district, so if one crashes or burns, the other is still holding our data!
5. **More On-Demand Technology for Students:** As students’ technology needs are ever increasing, we have added more access to wireless technology and an ever-increasing variety of digital tools.
6. **Improved Website:** Our website is a very powerful tool, allowing teachers and staff to contribute to its content via teacher websites and department areas. In addition, we are able to create surveys, online registration forms, e-alerts, up-to-date school calendars, real time announcements, and more thanks to a great Web 2.0 tool called Content management.
7. **Skyward Applications:** Skyward is our Student Records and financial software, but it can do much, much more. Our grade books in grades 6-12 are now live online for parents, as well as students (all is secure via passwords). In addition, a wide variety of human resource tools are available for staff online. Linda Gard has done an incredible job of automating many of our systems through Skyward.

Please take a look around our schools and observe the amount of technology we have available for students. We are a school of the 21st Century!

Respectfully Submitted,
Anne Gath

Evansville High School
Associate Principal/Athletic Director
School Board Report
September 2, 2008

ACADEMIC ACHIEVEMENT/PROGRESS ON LEARNING GOALS:

New Student Orientation

Approximately 300 students and parents attended the 2007-08 freshman and new student orientation on Monday, August 18th. Student Council members welcomed new incoming students to Evansville High School. Ms. Gillespie, Mr. Cashore and Mr. Keister presented important transitional information to incoming students. Following the presentation the high school Student Council members provided building tours to new students and their parents.

ANNOUNCEMENTS/UPCOMING EVENTS:

- Participants in Fall Sports:
High School:
 - Boys/Girls Cross Country – 25 **(28)** (Boys = 13, Girls = 12)
 - Boys Soccer – 44 **(35)**
 - Volleyball – 65 **(55)**
 - Football – 74 **(69)**
 - Pom-Poms – 25 **(23)**
 - Cheerleading – 9 **(12)**

Total = 242 (222)

Middle School:

Football – 47 (**61**) (7th = 26, 8th = 21)

Volleyball – 49 (**61**) (7th = 21, 8th = 28)

Cross-Country – 6 (**9**) (7th = 2, 8th = 4)

Total = 102 (131)

(2007-08) Totals in Bold