

# **Evansville Community School District**

## **Health & Nursing Services Report**

**2014-2015**

Prepared by Abbey Tway, RN  
ECSD School District Nurse

## Introduction

The health and nursing services reports includes review and discussion of the following:

- Emergency Nursing Services
  - Illness
  - Injury
  - Medications
  - Individualized nursing health care plans
  - Confidential Health List
- Communicable Disease Control and Immunizations
- Screening Services
- Education
- Conferences, Counseling, Consultation

## Emergency Nursing Services

The goal of Emergency Nursing Services is to maintain the physical, mental and emotional health of students while they are at school or participating in school activities using the Emergency Nursing Manual (ENM) as a guide. Dr. Renee Fohl of Evansville Dean Clinic continues as the medical advisor for the District.

It is the responsibility of the school district nurse to supervise the implementation of emergency nursing services. These nursing responsibilities are as follows:

1. Conduct a monthly review of illness and injury logs
2. Ensure all schools in district have first aid supplies that are readily accessible
3. Ensure medications provided to students are provided safely and according to physician orders
4. Develop a Confidential Health List used to inform school personnel of pertinent medical information and potential medical emergencies for individual students
5. Develop health plans with emergency plans or health procedures for students with medical needs
6. Serve as a consultant for the school district Safety Committee.
7. Serve as a liaison between school, home and health care providers

### INJURIES AND ILLNESSES

School nurses supervise the implementation of emergency procedures. During school hours, designated personnel provide assistance to ill and injured students. All illnesses and injuries should be documented on an illness and injury log. The school nurse reviews the log monthly to determine if health or safety issues exist.

**Health Office Visits documented in Skyward**

	Injury, minor	Illness	Blood sugar testing	Other	Total
<b>Elementary</b>	682	502	434	660	2,278
<b>Intermediate</b>	341	468	1601	188	2,598
<b>Middle School</b>	278	642	1,634	342	2,896
<b>High School</b>	13	115	319	754	1,201
<b>Total</b>	<b>1,314</b>	<b>1,727</b>	<b>3,988</b>	<b>1,944</b>	<b>8,973</b>

\*\* Other includes asthma visits/inhalers, G-tube feedings, diaper changes, ostomy care, intermittent catheterizations, acute assessments by RN, etc.

The continued goal for each school is to standardize documentation by inputting all office visits including injury, illness, blood sugar testing, medication administration and accident reports in a timely manner. Wis Stat. sec. 118.29(4)) states that it is considered best practice for documentation to occur immediately after giving the medication and by the individual administering the medication.

### ACCIDENT REPORTS

Accident reports need to be completed for all accidents and injuries that occur at school or at school sponsored events that require a student to be out of class, absent from school or receive medical services. A total of 64 accident reports were filed for ECSD during the 2014-15 school year. The following lists the number of reports filed for each school.

<b>Accident Reports</b>			
	<b>2014-2015</b>	<b>2013-2014</b>	<b>2012-2013</b>
<b>Elementary</b>	7	7	7
<b>Intermediate</b>	1	0	0
<b>Middle School</b>	12	3	10
<b>High School</b>	44	43	61
<b>Total</b>	<b>64</b>	<b>53</b>	<b>78</b>

\*No concerns reported by staff regarding staff practices or building and equipment safety related to accident reports.

## MEDICATIONS

Prescription medication administration by the school requires a parent authorization and a physician's order. Over-the-counter medications require only parent authorization if dosage is appropriate. In addition, each year the district nurse provides training to staff designated by the building principals to dispense medications. This year the nurse utilized online medication training approved and provided by the Department of Public Instruction in addition to in-person skills competency observation/testing. The table below summarizes the number of students with medications this school year.

**Students with Medications 2014-2015**

	Number with daily medications	Number with as needed, limited term or emergency medications*	Total number of students with medications
<b>Elementary</b>	12	45	57
<b>Intermediate</b>	7	74	81
<b>Middle School</b>	16	106	122
<b>High School</b>	3	26	29
<b>Total</b>	<b>38</b>	<b>251</b>	<b>289</b>

\*Limited term medications include antibiotics. As needed medications includes inhalers, over-the-counter medications and emergency medications such as EpiPen, Glucagon, and Diastat. The following lists the number of emergency medications prescribed.

**Number of students with emergency medications 2014-2015**

	EpiPen	Glucagon	Diastat	Other	Total
<b>Elementary</b>	7	1	1	1	10
<b>Intermediate</b>	6	3	1	2	12
<b>Middle School</b>	6	5	0	1	12
<b>High School</b>	2	3	1	3	9
<b>Total</b>	<b>21</b>	<b>12</b>	<b>3</b>	<b>7</b>	<b>43</b>

The school nurse contacted parents and physicians as needed to clarify medication orders. Two students listed above did not have emergency medication at school at certain times during the school year either due to it not being provided by family or expiration of medication. The school nurse attempted repeated contact with parents of student in that situation and stressed importance of having emergency medications provided by family.

## CONFIDENTIAL HEALTH LIST

The goal of the Confidential Health List (CHL) is to ensure that school staff are aware of students with health conditions that may affect functioning in the school setting. Although all students with health care plans are included on the list some students on the list do not have health care plans but instead have medical issues or conditions that require monitoring. During the 2014-15 school year 93 students or 5% of the student population were on the list. The Confidential Health List was provided to staff at the beginning of the school year and updated in January 2015; the information is available in Skyward as well. The school nurse continues to follow up with revisions and additions to the CHL as appropriate during the school year. Prior to the end of the school year, Mindy Larson, District Health Clerk mailed letters to parents of the students on the CHL requesting updates to information for the next school year.

## HEALTH CARE PLANS

Nursing health care plans are written for individual students who have health procedures that need to be done during the school day or for students who have health concerns that may require emergency care beyond the first aid guidelines within the ENM. Health care plans may be developed for such conditions as diabetes, severe allergic reactions, heart conditions or diabetes. The types and number of health care plans may fluctuate throughout the school year based on new diagnoses.

**Number of Students with Health Care Plans**

	2014-2015	2013-2014	2012-2013
<b>Elementary</b>	16	12	24
<b>Intermediate</b>	22	20	13
<b>Middle School</b>	15	12	10
<b>High School</b>	16	11	9
<b>Total</b>	<b>69</b>	<b>55</b>	<b>56</b>

Some students have more than one health condition and therefore more than one health care plan. The following list reviews the types and number of health plans written this school year:

- 4 Heart condition
- 25 EpiPen for Severe allergy
- 1 EpiPen for mastocytosis
- 12 Diabetes
- 1 Hypoglycemia
- 1 Mastocytosis
- 1 Chronic lung disease (requiring oxygen and air conditioning)
- 4 Gastrostomy tube (not all required feedings)
- 1 Thickened liquids
- 1 Shunt
- 16 Seizure (some include health plan procedures for emergency medications)
- 1 Cough Assist Machine
- 1 Cortisol deficiency
- 1 Constipation
- 1 Eczema
- 2 Migraine Headache
- 1 Nebulizer Treatment

- 1 Catheterization
- 1 Ileostomy care
- 1 Crohn's Disease
- 1 Low Blood Volume/Syncope
- 1 Ataxia

## COMMUNICABLE DISEASE CONTROL

### IMMUNIZATIONS

An important component of communicable disease control is to assure that students are compliant with immunizations. WI Statute 252.04 requires students to be vaccinated against the following diseases: measles, mumps, rubella, varicella, polio, diphtheria, tetanus, pertussis, and hepatitis B. A student is compliant with the law if they have a completed vaccination record on file, are in the process of completing vaccinations or have a written waiver excusing them from receiving vaccines.

Schools are required to mail notices to parents on the 15<sup>th</sup> and 25<sup>th</sup> days of school to inform them of non-compliance with the state immunization law. Failure to comply with the law by the 30<sup>th</sup> day of school may result in the student being excluded from school for up to 10 days. This mandate to exclude non-compliant students only applies to districts that have less than a 99% immunization compliance rate. The Evansville Community School District had an immunization rate of 99.9% this school year therefore the district did not need to exclude noncompliant students this year.

Every year, school districts must submit an immunization report to the local health department on the 40<sup>th</sup> day of the school year. The following chart is a summary of the report (Form F-04002) completed and submitted to the Rock County Health Department by Mindy Larson, district health clerk for this school year with comparison to previous school year.

Immunization Data	2014-2015	2013-2014	2012-2013
<b>Students who met requirements</b>	1,587	1,587	1,637
<b>Students 'in process'</b>	6	3	0
<b>Students behind schedule</b>	7	1	4
<b>Students with no record</b>	0	0	0
<b>Students with health waiver</b>	19	21	19
<b>Students with religious waiver</b>	8	9	9
<b>Students with personal waiver</b>	108	96	89
<b>Total enrollment</b>	<b>1,735</b>	<b>1,717</b>	<b>1,757</b>
<b>Immunization rate of compliance</b>	<b>91.5%</b>	<b>92.4%</b>	<b>93.2%</b>
<b>Immunization rate including waiver</b>	<b>99.9%</b>	<b>99.8%</b>	<b>99.3%</b>

Information for chart taken from form F-04002 filed 10/30/14 with Rock County Health Department per state statute. Since that time, all seven 'behind schedule' students have completed immunizations. Information regarding upcoming immunization clinics in Evansville (conducted by Rock County Health Department) included in final school year newsletters for each school and is also posted on the Health Services Portion of the ECSD website.

Students who have waivers are in compliance with the law however, they are also more susceptible to the vaccine preventable disease for which they have been waived. Wisconsin has included in the immunization law the requirement for a second dose of varicella (chicken pox) and one dose of Tdap for 6-12 graders. Currently, information for parents/guardians regarding immunization requirements is available on the district website as well as made available at the Back to School registration days.

### COMMUNICABLE DISEASE

Certain communicable diseases must be reported to the local health department. The school nurse conducts ongoing surveillance for cases of fever and rash type illnesses among staff and students. Many of these diseases are vaccine preventable and require vaccines for school attendance.

During this school year there were 6 confirmed cases of Influenza. We also had 3 confirmed cases of pertussis (whooping cough) this year, as well as a 6 cases of mononucleosis, 13 student with pink eye, and 2 students with chicken pox.

Although not a reportable disease, improperly treated head lice can result in additional school absences. Head lice checks were conducted at all schools in the district this year. Head lice checks are completed in entire classrooms at the Elementary and Intermediate schools when a case of head lice is confirmed. The Middle and High schools conduct head lice checks on an individual student basis.

Fortunately, we were able to track communicable disease more accurately this school year due to the implementation of a specific place to document such cases in Skyward.

### **SCREENING SERVICES**

The goal of vision and hearing screening is to identify students who may have vision or hearing loss, facilitate treatment if necessary and ensure that all students have an optimum ability to learn.

The following chart summarizes the results of screening services for the 2014-2015 school year:

Student Grade Level	# of Students screened		Referral letter sent	
	Vision	Hearing	Vision	Hearing
<b>K</b>	132	132	1	0
<b>1</b>	126	126	0	0
<b>3</b>	119	119	0	0
<b>5</b>	140	N/A	3	N/A



8	136	N/A	0	N/A
<b>Total</b>	<b>653</b>	<b>377</b>	<b>4</b>	<b>0</b>

Hearing and vision screenings were completed by health clerks and school nurse at the Back to School registration days in August 2014 and re-screenings were performed in January 2015.

Smiles 4 Life dental service provided dental care screening for 91 students in the district this school year. The enrollment was up from 80 students last year. This was the third year that this program was utilized in Evansville, and we anticipate their return next year.

	Elementary	Intermediate	Middle School	High School
<b>Enrollment</b>	30	27	23	11
<b>Sealants placed</b>	18	32	33	28
<b>Cleanings/Fluoride</b>	39	38	38	10

## EDUCATION

To ensure a safe environment, training sessions were provided by the school nurse to staff designated by the school principals. Training topics included administration of medication which included oral and emergency medications such as EpiPen, Diastat & Glucagon to the majority of the staff trained as well as CPR and First Aid.

Current staff trained	Oral Medications	Epi-Pen	Diastat	Glucagon
<b>Elementary</b>	13	15	12	12
<b>Intermediate</b>	13	13	13	13
<b>Middle School</b>	7	30	30	30
<b>High School</b>	12	11	8	8
<b>District</b>				
<b>Total</b>	<b>45</b>	<b>69</b>	<b>63</b>	<b>63</b>

Additional training was provided on an individual as-needed basis for support of field trips and other specific cases and included gastrostomy tube feeding and management, inhalers, nebulizer treatments, ostomy care, catheterization, cough assist machine, pulse oximetry and VNS (Vagus Nerve Stimulation).

## **CONFERENCES, COUNSELING AND CONSULTATIONS**

The school nurse serves as a consultant and resource for the health services staff, administrative staff and other school staff. The school nurse also serves as a health counselor by providing information and guidance on health concerns to students, parents and staff. During the 2014-2015 school year, the school nurse sent letters, scheduled in-person meetings and calls with parents, physicians and staff regarding individual student health plans and specific health related situations. The school nurse also provided information or referrals to local health resources.

# Evansville

*Community School District*

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## MEMORANDUM

To: Evansville Board of Education  
From: Doreen Treuden, Business Manager  
Re: Transportation Contract  
Date: July 10, 2015

Attached you will find the 2014-2016 Ringhand Brothers, Inc. Transportation Contract revised to include language for the transportation of 4-year-old kindergarten students for the 2015-2016 school year. The contract allows for two additional routes to be added mid-day. The increased expense has been included in the approved preliminary 2015-2016 budget.

I recommend approval of the revised 2014-2016 student transportation contract with Ringhand Brothers, Inc.

**AGREEMENT BETWEEN EVANSVILLE COMMUNITY SCHOOL DISTRICT,  
EVANSVILLE, WISCONSIN, and RINGHAND BROTHERS, INC.,  
FOR THE TRANSPORTATION OF STUDENTS  
2014-2016**

IT IS HEREBY CONTRACTED AND AGREED between the Evansville Community School District, Evansville, Wisconsin, by its' Board of Education and Mr. Scott Ringhand, hereinafter designated as Ringhand Brothers, Inc., whereby Ringhand Brothers, Inc. agrees to transport personally, or by an agent or assignee who is qualified, all certified students residing in the Evansville Community School District to the school buildings or other designated sites within the District boundaries within a reasonable time prior to the opening of school and agrees to return them to their respective bus stops within a reasonable time after the end of the school day. This will be done in accordance to the provision and limitations of Sec. 121.51 of the Wisconsin Statutes.

**SERVICE**

Ringhand Brothers, Inc. agrees to maintain and operate vehicles used to meet the District's transportation needs at all times in a safe, efficient and lawful manner and to satisfy all legal requirements of the Board of Education, the Wisconsin Motor Vehicle Department and the Department of Public Instruction. Ringhand Brothers, Inc. shall meet the standards provided in Sec. 110.06(2) of the Wisconsin Statutes.

It is agreed that failure of Ringhand Brothers, Inc. to provide the service listed herein due to extreme weather conditions or impassable road conditions, sickness or accident, shall not be adjudged as a breach of contract. After consulting appropriate agencies, the district administrator of schools shall determine the opening and closing of school due to inclement weather.

**DRIVERS**

Ringhand Brothers, Inc. shall hire, supervise, and replace all drivers. Ringhand Brothers, Inc. shall replace any driver who, in the opinion of the District, is detrimental to the best interest of the students riding the buses.

All drivers employed by Ringhand Brothers, Inc. shall meet all requirements of rules, regulations and Wisconsin Statutes of any governmental agency. They shall be required by their employer, Ringhand Brothers, Inc., to attend District sponsored Driver Training and Instructional sessions at School District expense.

As a condition of employment, Ringhand Brothers, Inc. shall request a motor vehicle report (MVR) on each new driver and shall require that person to complete a physical examination, including a test for the disease of tuberculosis or a chest x-ray. Copies of the motor vehicle report and the physical examination shall be submitted to the school district office.

Ringhand Brothers, Inc. must conform to federal regulations (49 CFR, Part 382) governing alcohol and controlled substance testing for persons who possess a commercial driver's license and operate a commercial motor vehicle.

**TESTING COMPENSATION:**

The District will pay up to \$1,230 for the cost of drug and alcohol testing programs by a qualified agency for Ringhand Brother’s Inc. employees chosen at random and new employees.

**REGULAR TRANSPORTATION COMPENSATION:**

The District will pay \$439,012 for the 2014-2015 school year, to maintain up to fourteen (14) student bus routes. Ringhand Brothers, Inc. will supply at least seventeen (17) buses each carrying at least 65 students. The amount for 2014-2015 is \$31,358 per route.

The District will pay \$443,402 for the 2015-2016 school year, to maintain up to fourteen (14) student bus routes. Ringhand Brothers, Inc. will supply at least seventeen (17) buses each carrying at least 65 students. The amount for 2015-2016 is \$31,672 per route.

~~The District will be adding a 4-year old Kindergarten program starting in the 2015-2016 school year. It is estimated that there will be a need for two (2) additional routes to accommodate the new 4K program. This contract will be revised by August 1, 2015 to include transportation needs for the new 4K program.~~

**CO-CURRICULAR TRIP COMPENSATION:**

The District will pay \$1.22 per mile plus \$13.00 per hour per driver. There will be a \$5.00 minimum charge for the use of a bus for co- curricular trips.

**METHODS OF PAYMENT**

Payment for the previous month's services rendered under this contract will be made within 10 days of receipt of an invoice.

**INSURANCE**

Ringhand Brothers, Inc. agrees to procure and deliver to the district prior to the opening of school, a certificate of insurance against liabilities to the District for damage to property and injury of students for whom transportation is provided under the terms of this contract. Liability insurance coverage shall include the following:

- \$1,000,000 General Liability – each occurrence.
- \$ 5,000 Medical expense.
- \$3,000,000 Automobile Liability – combined single limit – each accident.
- \$2,000,000 Umbrella Liability – each occurrence.

Ringhand Brothers, Inc. agrees to procure and deliver to the District prior to the opening of each school year a certificate of insurance for workers' compensation coverage.

**REGULAR BUS ROUTES**

Ringhand Brothers, Inc. shall organize bus routes in such a manner as to realize maximum utilization of each vehicle subject to the approval of the Board of Education. At the beginning of each school year, Ringhand Brothers, Inc. shall provide the district with a schedule and a list of riders and bus driver for each bus route.

The list of bus riders shall be adjusted to record changes throughout the school year. All buses shall be of sufficient capacities to legally accommodate the number of passengers residing on said routes.

### **TRAINING AND SAFETY**

All drivers shall hold a valid first aid card to maintain a high level of safety during student transportation. All bus drivers will be required to attend at least one meeting yearly prior to the start of the school year for the purpose of reviewing behavior expectations of students, discipline procedures and ways to minimize behavior problems on busses. Student safety and bus evacuation drills will be held in accordance with board policy and recommendations from the insurance carrier.

### **CO-CURRICULAR SERVICE**

All out-of-school-district and co-curricular use of any Ringhand owned vehicle shall be authorized by the district administrator or principal and shall be accompanied by a trip authorization slip from the school office. The district administrator or a building principal will inform Ringhand Brothers, Inc. of co-curricular and special trip needs at least twenty-four (24) hours prior to departure time.

### **NEW BUSES AND INSTALLATION OF COMMUNICATIONS SYSTEM**

On or before September 1, 2014 Ringhand Brothers, Inc. will put into operation of their bus fleet two (2) new buses. Identification numbers of the new buses will be submitted to the district administrator. Ringhand Brothers, Inc. shall maintain and upgrade as necessary an emergency communication system that will adequately serve all buses and the School District.

### **FUEL**

Ringhand Brothers, Inc. agrees that along with each monthly invoice they will submit a log of the exact number of miles traveled and fuel used by each bus. The Evansville Community School District will purchase all fuel for use in school bus transportation of students. Ringhand Brothers Inc. will be responsible for reimbursing the District fifty-one (51) cents per gallon of fuel used each school year. The District will subtract \$1100 from each monthly invoice. An adjustment will be made on the final bill that will reflect the difference between the total of the monthly deductions and the actual gallons of fuel purchased multiplied by fifty-one (51) cents.

### **COMPENSATION FOR SPECIAL EDUCATION ROUTES AND SERVICES**

It is hereby agreed between the Board of Education of the Evansville Community School District and Ringhand Brothers, Inc. to transport Early Childhood ~~Handicapped children students~~, at their own risk, safely, promptly, and comfortably for the regularly scheduled school days to the Evansville Elementary School for \$30,075 per year for the 2014-2015 school year, as verified and for the number of days in actual attendance.

It is hereby agreed between the Board of Education of the Evansville Community School District and Ringhand Brothers, Inc. to transport Early Childhood ~~and 4-Year-Old students~~ ~~Handicapped children~~, at their own risk, safely, promptly, and comfortably for the regularly scheduled school days to the Evansville Elementary School for ~~\$30,376~~ \$91,128 per year for the 2015-2016 school year, as verified and for the number of days in actual attendance.

It is also agreed between the Board of Education of the Evansville Community School District and Ringhand Brothers, Inc., to transport students for the 2014-2015 school year with physical disabilities, at Ringhand Brothers, Inc.'s, own risk in a vehicle with power lift, safely, promptly, and comfortably for the

regularly scheduled school days to the Evansville School District for \$8,360 per student with a \$20,000 minimum.

It is also agreed between the Board of Education of the Evansville Community School District and Ringhand Brothers, Inc., to transport students for the 2015-2016 school year with physical disabilities, at Ringhand Brothers, Inc.'s, own risk in a vehicle with power lift, safely, promptly, and comfortably for the regularly scheduled school days to the Evansville School District for \$8,444 per student with a \$20,000 minimum.

The person transporting shall carry the proper liability and other insurance on the transporting vehicle, and, in addition, hold an appropriate license and have the transporting vehicle inspected as required. A copy of each must be forwarded to the Director of Special Education and properly filed with the Board of Education.

The payments cited in this agreement, at the mentioned rates, shall be the sole consideration to be received by Ringhand Brothers, Inc. for the services rendered under the terms of this contract for transporting children.

This contract is to be considered as binding between the parties or their assignees hereto for a period from July 1, 2014 to June 30, 2016. The financial terms will be negotiated annually.

Dated this \_\_\_\_ day of ~~July, 2015~~.

Ringhand Brothers, Inc.

Evansville Community School District

\_\_\_\_\_  
Owner

\_\_\_\_\_  
President

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Clerk

Ringhand  
7/15/15

# Evansville

*Community School District*

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## MEMORANDUM

To: Evansville Board of Education  
From: Doreen Treuden, Business Manager  
Re: Fund 46  
Date: July 8, 2015

All of the steps previously discussed and required to create the Long Term Capital Improvement Trust Fund (Fund 46) have been completed. I've attached a previous memo for your information. The final step is to determine the dollar amount (if any) to transfer to the new Fund 46 on an annual basis. According to DPI, the funds must be transferred between Fund 10 and Fund 46 before July 30<sup>th</sup> each year in order to record the transaction in the previous fiscal year.

We discussed using potential unspent Fund 10 budget funds to transfer to the new Fund 46. As you know, any unspent budget dollars at the end of each fiscal year, automatically increase the General Fund 10 balance. The Board now has the option to determine if a portion of the unspent budget dollars will be transferred to Fund 46 and not added to the General Fund 10 Balance.

Because I need an approved motion from the Board to make the transfer before July 30<sup>th</sup> and I will not know the amount (if any) of unspent funds until after the audit is complete, my recommendation is that the Board approve a percentage of unspent funds (the amount that would normally increase the Fund 10 Balance) to transfer to the new Fund 46. Going forward, the Board may want to consider creating a policy to address this issue going forward. This would provide direction and allow for the transfer from Fund 10 to Fund 46 to happen automatically at the end of each fiscal year.

Suggested motion: I approve the transfer of funds from the General Fund 10 Fund Balance to the Fund 46 Long-Term Capital Improvement Trust Fund equal to \_\_\_\_% of the amount that would increase the General Fund 10 Fund Balance at the end of the 2014-2015 fiscal year knowing that the funds transferred to Fund 46 are not accessible to be spent until July 1, 2020.



# Evansville

## Community School District

Evansville Community School District  
10 Year Capital Improvement Plan  
July 1, 2015 through June 30, 2024

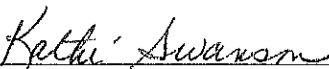
The Board of Education's 10 Year Capital Improvement Plan is a plan of proposed capital projects intended to address the present and anticipated future needs for the maintenance and improvement of the facilities under the supervision of the Board of Education. The proposed capital projects are intended to support the significant investment the Evansville School Community (taxpayers) has made in its educational infrastructure and to provide the optimum teaching and learning environment for staff and students.

Funding for maintenance and improvement projects will be determined on an annual basis through the District budget process. Sources of funding include the District General Operating Budget Fund 10, the District Long-term Capital Improvement Trust Fund 46 and/or other sources. Maintenance and improvement projects that may be funded in the future are listed below. The Board of Education will determine project priority on an annual basis.

### Capital Improvement Project List

- Roof repair and/or replacement
- HVAC repair and/or replacement
- Land acquisition
- Any project identified as a life/safety improvement
- Any project identified to save energy

Adopted this day of May 13, 2015.

  
\_\_\_\_\_  
Kathi Swanson, Board President

ATTEST:

  
\_\_\_\_\_  
John Rasmussen, Board Clerk

**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;

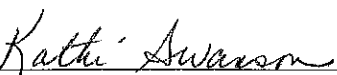
**NOW HEREBY BE IT RESOLVED BY THE EVANSVILLE COMMUNITY SCHOOL DISTRICT SCHOOL BOARD** that, pursuant to the provision of Section 120.137, of the Wisconsin Statutes, the Evansville Community School District School Board shall create a capital improvement trust fund pursuant to the above law, and all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

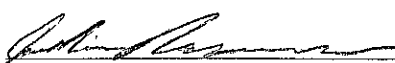
**BE IT FURTHER RESOLVED**, that this resolution is effective as of the date this resolution is adopted.

**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

# Evansville

## Community School District

### MEMORANDUM

To: Evansville Board of Education  
From: Doreen Treuden, Business Manager  
Re: Fund 46  
Date: April 29, 2015

Below is information from DPI regarding the creation of a Long Term Capital Improvement Trust Fund (Fund 46).

*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.*

In order to establish Fund 46, the following actions must take place by June 30.

1. Board approved 10 Year Capital Improvement Plan.
2. Board resolution to establish a trust.

3. Creation of a segregated bank account.

In my conversations with the DPI, the 10 Year Capital Improvement Plan can be very simple and it can be changed in the future. Below is a draft 10-year plan for Board consideration and a sample of the Board resolution.

Evansville Community School District  
10 Year Capital Improvement Plan  
July 1, 2015 through June 30, 2024

(DRAFT)

The Board of Education's 10 Year Capital Improvement Plan is a plan of proposed capital projects intended to address the present and anticipated future needs for the maintenance and improvement of the facilities under the supervision of the Board of Education. The proposed capital projects are intended to support the significant investment the Evansville School Community (taxpayers) has made in its educational infrastructure and to provide the optimum teaching and learning environment for staff and students.

Funding for maintenance and improvement projects will be determined on an annual basis through the District budget process. Sources of funding include the District General Operating Budget Fund 10, the District Long-term Capital Improvement Trust Fund 46 and/or other sources. Maintenance and improvement projects that may be funded in the future are listed below. The Board of Education will determine project priority on an annual basis.

Capital Improvement Project List

- Roof repair and/or replacement
- HVAC repair and/or replacement
- Land acquisition
- Any project identified as a life/safety improvement
- Any project identified to save energy

Sample Resolution

**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 \_\_\_\_\_, 2015.

\_\_\_\_\_  
Kathi Swanson, Board President

ATTEST:

\_\_\_\_\_  
John Rasmussen, Board Clerk

MEMO

Submitted for July 15, 2015, ECSD School Board Meeting

TO: ECSD School Board

FROM: Scott Everson

RE: Laude System Proposal vote

The proposed Laude System will replace the current grade point average Class Rank system starting with our incoming 9<sup>th</sup> graders this 2015-2016 school year (the EHS graduating Class of 2019). As proposed, the system will eliminate class rank reporting. The system will incorporate a Laude ranked system (with subsequent guidance via Board policy) that will place graduates in a Summa, Magna, and Cum Laude level based on a formula utilizing overall, cumulative grade point average multiplied by honor points determined by successful completion of specific courses. Our belief is the Laude System is of greater benefit to our students for several reasons including the benefits of academic risk taking, and the decreased emphasis on rank and competition between students.

## ADVERTISING IN THE SCHOOLS

The Evansville Community School District, the staff, and/or the students shall not be used to advertise or otherwise promote the interests of any commercial or other non-school agency or organization except as provided for by the Board and administration.

Neither the facilities, the name, the staff, nor the students of the schools, school system, nor any part thereof shall be employed in any manner for advertising or otherwise promoting the interests of any commercial or other non-school agency or organization except that:

- 1) The school may cooperate in furthering the work of any non-profit, community-wide social service agency, provided that such cooperation does not resist or impair the educational program of the schools.
- 2) The school may use films or other educational materials bearing only simple mention of the producing or sponsoring firm.
- 3) The schools may participate in radio or television programs under acceptable commercial sponsorship when such participation is supplementary or beneficial to the program of the schools.
- 4) The district administrator may, at his/her discretion, announce or authorize to be announced, any lecture or other community activity of particular educational merit.
- 5) The schools may, upon approval of the district administrator, cooperate with any governmental agency in promoting activities in the general public interest which are non-controversial and which promote the education or other best interests of the students.
- 6) School publications may accept and publish paid advertising under established procedures.
- 7) Teachers may use source materials from commercial agencies, provided that this material has been approved by the principal. Approved source material may, from time to time, be called to the attention of the teachers by principals and the district administrator.
- 8) Local businesses may distribute advertisement items of minimal value with prior approval of the district administrator, provided that such distribution does not resist or impair the educational program of the schools.
- 9) Other situations may be considered by the district administrator and/or Board of education

SCHOOL DISTRICT OF



F O R T • A T K I N S O N

# SPONSORSHIP GUIDE



## PURPOSE

The purpose of this guide is to provide information regarding the sponsorship opportunities within the School District of Fort Atkinson and the process by which those opportunities can be taken advantage of by interested parties. These sponsorship opportunities are a way for businesses to gain exposure in the community, for individuals to dedicate a specific facility that holds a special place for them, or even for an organization to assist the district in achieving its academic goals. There are many varied and valuable opportunities contained within this guide, however these are not the only opportunities available. If you have a sponsorship idea outside of those contained within this guide, please feel free to complete the enclosed application and make a proposal of your own.

## CONTENTS

Within this guide you will find the following sections:

- Board Policy 852 – Sponsorships
- Process
- Sponsorship Advisory Committee
- Sponsorship Opportunities: Academic
- Sponsorship Opportunities: Athletics
- Sponsorship Opportunities: The Arts
- Sponsorship Opportunities: Other
- Application
- Sample Agreement

Please note that the fees listed for each item are suggestions only and may be modified by the applicant. Also, please note that not all opportunities are listed within this guide. Applicants are encouraged to create alternate sponsorships as well.

## CONTACT

For more information or if you have questions regarding sponsorships in the School District of Fort Atkinson please contact:

Jason P. Demerath  
Director of Business Services  
School District of Fort Atkinson  
201 Park Street  
Fort Atkinson, WI 53538  
Phone: 920.563.7800  
Fax: 920.563.7809  
Email: demerathj@fortschools.org

## PUBLIC RECORDS

Please note that all documents, email correspondence, etc. related to any sponsorship proposal or agreement are public records and available to anyone that may inquire under the State of Wisconsin Open Records Law.

## BOARD POLICY 852 – SPONSORSHIPS

The Board of Education accepts and approves sponsorships that benefit the District, its schools, employees or students by the District accepting money, goods and/or services in exchange for the District acknowledging the sponsor's contribution. The Board recognizes that it would be financially beneficial to allow the sponsorship of the District, its schools, school programs, Interscholastic Athletic programs, extra-curricular activities, and other school activities, events, publications, TV channel, newsletter, news releases, etc. in exchange for the District's acknowledgement of such sponsor's contribution. However, all sponsorships shall meet the criteria set forth herein which provides, among other things, that the sponsorship shall not be contrary to the District's mission, conflict with Board Policy or undermine the District's educational objectives. No sponsorship shall be construed as or constitute an endorsement by the District, Board or school of the sponsor or its product, service or program, etc., and the Board, and the schools reserve the right to refuse or decline the offer of any sponsor for any reason.

Sponsorship is defined as a person, company, business, corporation or other entity providing money, goods and/or services to support the District, its school, school activities, etc., in return for the sponsor receiving an acknowledgement by the District or school indicating that money, services and/or goods were donated by the sponsor or the activity was sponsored by or sponsored in part by the sponsor.

Acknowledgement is defined as the recognition of the support provided to the District or a school by the sponsor. An example of the Acknowledgement of a Sponsorship is the placement of a sponsor's logo or the sponsor's name, address, web site, internet address on the District's web site, a yearbook, newsletter, program of an event, etc. Acknowledgement does not include endorsement, price information or an indication of savings or value and/or quality of the sponsor's product or services, such as the sponsor has the lowest prices, makes the greatest product or that the sponsor is having a sale. No sponsorship, regardless of its monetary value, may be considered for approval without an Agreement between the sponsor and the District regarding the form, number and/or duration of the acknowledgement(s) to be provided. Such Agreement may be, for example, to print an acknowledgement of the sponsorship on the printed program for each home football game during the current school year, or to display the sponsor's name on the scoreboards in the football stadium at the high school for an agreed upon period of time. An Agreement with a term of more than one year shall also indicate whether the Agreement will extend to the sponsor's successors, heirs, administrators and assigns.

For purposes of this policy, paid advertising in school publications are not considered sponsorships.

Approved: April 17, 2008

Reviewed: May 13, 2011

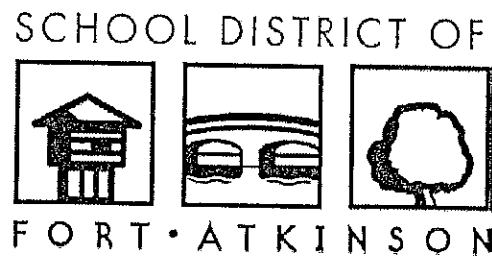
## PROCESS

1. The applicant shall choose a package that they feel meets their need or they may make a proposal for a sponsorship that better suits their desires. The funds associated with the package may be designated by the applicant as "Reserved" or "Unreserved" as follows:
  - a. Reserved – Applicant desires that the funds from the sponsorship be used only for the program or facility associated with the sponsorship (i.e. Funds from a sponsorship on a softball scoreboard would be used to benefit the softball facility and scoreboard maintenance).
  - b. Unreserved – Applicant has no desire to designate how the funds from the sponsorship be used. These funds would then be distributed for projects or programs throughout the district via an application process from the site or program that desires to use the funds (i.e. Barrie school would like new playground equipment, so they would submit an application to use some of the unreserved funds for that purpose).
2. The applicant shall complete the application form and submit it to the Director of Business Services. A copy of the advertisement, logo, or sample marketing materials must be submitted along with the application by either June 1 or December 1 to be considered. The Director of Business Services shall note on the application the date and time received.
3. The sponsor shall meet with the Director of Business Services and other pertinent District staff prior to the Sponsorship Advisory Committee meeting to gain a better understanding of the sponsor's proposal and intentions prior to presentation to the Committee.
4. The Advisory Committee will meet twice per year in June and December to approve or deny the application and attached materials. Agreements totaling more than \$20,000 will be forwarded to the Board of Education for approval upon the recommendation of the Advisory Committee. Should the Advisory Committee be unable to render a decision or there are unique considerations, the District Administrator shall be consulted for his/her opinion as to how the application shall be handled. Should multiple applicants select the same sponsorship, the Committee may consider the applications on a first come, first served basis if all other factors are equal.
5. Once the application has been reviewed and accepted, the applicant will be contacted to execute the agreement, to pay all deposits or fees due, and to provide any other materials or information that may be needed by the District to implement the sponsorship.
6. Once the agreement has been executed and all fees have been received, the District will begin the process of implementing the agreed upon sponsorship.

## ADVISORY COMMITTEE MEMBERSHIP

The following is a list of the members of the Sponsorship Advisory Committee based on the various types of applications received. (Please note that those designated with a \* are permanent positions on the committee)

MEMBER	ACADEMIC	ATHLETICS	THE ARTS	OTHER
Director of Business Services, Chair*	✓	✓	✓	✓
Board of Education Members (2)*	✓	✓	✓	✓
Chamber of Commerce Member*	✓	✓	✓	✓
District Staff Member (At Large)*	✓	✓	✓	✓
Building Administrator (of applicable building)	✓	✓	✓	✓
Director of Curriculum & Instruction	✓		✓	
Athletic Director		✓		
Others (as applicable – may include advisors, staff members, booster club members, etc.)	✓	✓	✓	✓



# SPONSORSHIP OPPORTUNITIES

## ACADEMIC

## COMPUTER SCIENCE LAB

Fee: \$30,000

- Venue named after sponsor (i.e. Karrels Digital Domain)
- Fee covers the cost of purchasing a classroom set (25) of desktop computers, 7" tablets and peripherals
- Four (4) Year agreement
- Invitation to Sponsor year end reception and networking event

## CLASSROOM

Fee: \$5,000

- Classroom named after the sponsor (i.e. John Q. Public Memorial Classroom)
- Sponsor identifies building and classroom
- Five (5) Year agreement
- Invitation to Sponsor year end reception and networking event

## ELEMENTARY "CLASSROOM LIBRARY" UPGRADE

Fee: \$1,500

- Plaque on the wall in the classroom of sponsor-selected building
- Fee covers the cost of "upgrade" of a single teachers "classroom library" – an integral part of the Comprehensive Literacy Model
- Teacher would select books for library based on grade-level curriculum
- Three (3) Year agreement
- Invitation to Sponsor year end reception and networking event

## TECHNOLOGY INTEGRATION PACKAGE

Fee: Varies based on selected technology

- Plaque on the wall in the classroom of sponsor-selected building
- Fee covers the cost of purchasing classroom-designated/specific technology devices that support technology integrated instruction
- Devices purchased are jointly selected by sponsor, teacher and/or building administration
- Three (3) Year agreement
- Invitation to Sponsor year end reception and networking event

## APPLE IPAD CLASSROOM

Fee: Approx. \$12,500 (actual cost of devices)

- Devices engraved with name of sponsor
- Fee covers the cost of purchasing a classroom set (25) of iPads
- Sponsor identifies building and/or classroom
- Agreement spans life of the device(s)
- Invitation to Sponsor year end reception and networking event

## APPLE IPOD TOUCH CLASSROOM

Fee: Approx. \$8,750 (actual cost of devices)

- Devices engraved with name of sponsor
- Fee covers the cost of purchasing a classroom set (25) of iPod Touch devices
- Sponsor identifies building and/or classroom
- Agreement spans life of the device(s)
- Invitation to Sponsor year end reception and networking event

### **NETBOOK CLASSROOM**

**Fee: Approx. \$10,000 (actual cost of devices)**

- Devices labeled with name of sponsor
- Fee covers the cost of purchasing a classroom set (30) of netbooks
- Sponsor identifies building and/or classroom
- Agreement spans life of the device(s)
- Invitation to Sponsor year end reception and networking event

### **MOBILE INSTRUCTIONAL COMPUTER LAB**

**Fee: Approx. \$15,000 (actual cost of devices)**

- Devices labeled with name of sponsor
- Fee covers the cost of purchasing a classroom set (30) of laptop computers that can be used in a variety of classrooms
- Sponsor identifies building
- Agreement spans life of the device(s)
- Invitation to Sponsor year end reception and networking event

### **INSTRUCTIONAL COMPUTER LAB**

**Fee: Approx. \$18,000 (actual cost of devices)**

- Plaque on the wall in the computer lab of sponsor-selected building
- Fee covers the cost of purchasing a classroom set (30) of desktop computers
- Sponsor identifies building
- Five (5) Year agreement
- Invitation to Sponsor year end reception and networking event

### **INSTRUCTIONAL MEDIA CENTER (LIBRARY)**

**Fee: \$15,000**

- Library named after the sponsor (i.e. Dwight Foster Library)
- Sponsor selects building
- Ten (10) Year agreement
- Invitation to Sponsor year end reception and networking event

### **HIGH SCHOOL "POD"**

**Fee: \$12,500**

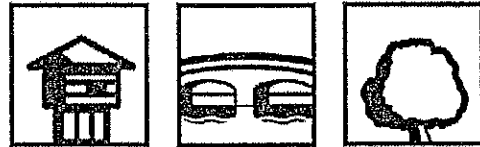
- Pod (8-10 classrooms in a pod) named after the sponsor
- Plaque/Signage indicating the sponsor
- Seven (7) Year agreement
- Invitation to Sponsor year end reception and networking event

### **HIGH SCHOOL "WING"**

**Fee: \$25,000**

- Wing (up to 15 classrooms in a wing) named after the sponsor
- Plaque/Signage indicating the sponsor
- Seven (7) Year agreement
- Invitation to Sponsor year end reception and networking event

SCHOOL DISTRICT OF



FORT • ATKINSON

# SPONSORSHIP OPPORTUNITIES

## ATHLETIC

## FOOTBALL STADIUM NAMING RIGHTS

Fee: \$75,000

Current Sponsor: Jones Dairy Farm

Agreement Expiration: June 30, 2024

- Venue named after the sponsor (i.e. US Bank Stadium)
- Ten (10) Year agreement with five (5) year signage renewal up-keep fees
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Sponsor logo and name signage on scoreboards facing crowds and Highway 26
- Advertising copy in appropriate programs using this venue: Sizes range from quarter-page to full-page – all B/W unless sponsor wishes to pay cost difference for color print; size dependent upon sponsorship level
- Public address announcements at all district events using this venue
- Designation as official sponsor of football program for School District of Fort Atkinson
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- 4 VIP tickets/passes per district game for sponsor representatives
- Hospitality Opportunities – Category specific: Any food or giveaways are at the additional expense of the sponsor and must be approved by the Athletic Director
- Invitation to Sponsor year end reception and networking event

## GYMNASIUM NAMING RIGHTS

Fee: \$75,000

Current Sponsor: PremierBank

Agreement Expiration: August 31, 2022

- Venue named after the sponsor (i.e. US Bank Arena)
- Ten (10) Year agreement with five (5) year signage renewal up-keep fees
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Sponsor logo and name signage on scoreboards facing crowds
- Advertising copy in appropriate programs using this venue: Sizes range from quarter-page to full-page – all B/W unless sponsor wishes to pay cost difference for color print; size dependent upon sponsorship level
- Public address announcements at all district events using this venue
- Designation as official sponsor of basketball/volleyball/etc. program for School District of Fort Atkinson
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- 4 VIP tickets/passes per district game/match for sponsor representatives
- Hospitality Opportunities – Category specific: Any food or giveaways are at the additional expense of the sponsor and must be approved by the Athletic Director.
- Invitation to Sponsor year end reception and networking event

## DIAMOND VENUE NAMING RIGHTS

Fee: \$50,000

- Venue named after the sponsor (i.e. Goodman Diamond)
- Baseball and softball diamonds (4 total)
- Sponsor logo signage on all 4 scoreboards (facing Highway 26 double sided)
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Seven (7) year agreement with first right of refusal at renewal time
- Public address announcements at all district events using this venue
- Advertising copy in appropriate programs using this venue: Sizes range from quarter-page to full-page – all B/W unless sponsor wishes to pay cost difference for color print; size dependent upon sponsorship level
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- Invitation to Sponsor year end reception and networking event



## POOL VENUE NAMING RIGHTS

Fee: \$50,000

- Venue named after the sponsor (i.e. Speedo Pool)
- Sponsor logo signage on scoreboard
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Seven (7) year agreement with first right of refusal at renewal time
- Public address announcements at all district events using this venue
- Advertising copy in appropriate programs using this venue: Sizes range from quarter-page to full-page – all B/W unless sponsor wishes to pay cost difference for color print; size dependent upon sponsorship level
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- Invitation to Sponsor year end reception and networking event

## HIGH SCHOOL WEIGHT ROOM

Fee: \$35,000

Current Sponsors: Sport & Spine Clinic and Spacesaver Corporation

Agreement Expiration: December 31, 2022

- Venue named after the sponsor (i.e. Strength & Conditioning Center Sponsored by Sport & Spine Clinic and Spacesaver)
- Sponsor logo signage on facility
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Ten (10) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- Invitation to Sponsor year end reception and networking event

## MIDDLE SCHOOL STADIUM

Fee: \$20,000

- Venue named after the sponsor
- Sponsor logo signage on facility
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Seven (7) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- Invitation to Sponsor year end reception and networking event

## MIDDLE SCHOOL GYMNASIUM

Fee: \$15,000

- Venue named after the sponsor
- Sponsor logo signage on facility
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Seven (7) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- Invitation to Sponsor year end reception and networking event

## **HIGH SCHOOL WRESTLING ROOM**

**Fee: \$10,000**

- Venue named after the sponsor
- Sponsor logo signage on facility
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Seven (7) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- Invitation to Sponsor year end reception and networking event

## **ELEMENTARY GYMNASIUM**

**Fee: \$10,000**

- Venue named after the sponsor
- Sponsor logo signage on facility
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Seven (7) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- Invitation to Sponsor year end reception and networking event

## **WINDSCREEN SPONSOR**

**Fee: \$7,500 Each**

- Company name or approved product name screen printed on the windscreen that will be placed along the interior fencing of the venue
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Visible from the Highway 26 bypass and by all spectators
- Three (3) year agreement with first right of refusal at renewal time
- Public address announcements at all district events using this venue
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- Invitation to Sponsor year end reception and networking event

## **PRESENTING SPONSOR**

**Fee: \$5,000**

- Sponsor logo on venue fence/wall/scoreboard
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- One (1) year agreement with first right of refusal at renewal time
- Public address announcements at all district events using this venue
- Website presence on High School Athletics site with logo, link and/or information posted regarding specific program
- Invitation to Sponsor year end reception and networking event

#### **GIVEAWAY SPONSOR – FOUR (4) AVAILABLE**

Fee: \$9,000/year or \$3,000/sport season

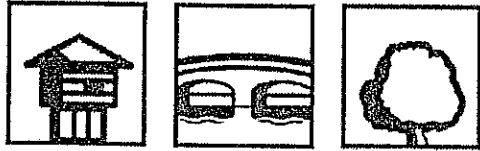
- Name on item or product for giveaway (t-shirts, footballs, basketballs, volleyballs, bobble-heads etc.) at four (4) events per sport season
- Item or product thrown out to a certain number of fans at each district event
- Industry exclusivity means no other business engaged in the same type of work will be advertised at that event
- Name or company listed in district event program
- Name or company listed on Blackhawk sports website
- Radio & Public broadcast hyping the event, and announcing the company as “ The sponsor of tonight’s event”
- Invitation to Sponsor year end reception and networking event

#### **PERSONAL SEAT LICENSE**

Fee: \$1,500/seat

- Personal seats to a category specific venue
- Seats will be personalized take home seats at the end of each season (portable stadium style with name & Blackhawk logo)
- Seats will be reserved premium seats at center court, 50 yard-line, etc.
- Admission included
- License is for one year
- Invitation to Sponsor year end reception and networking event

SCHOOL DISTRICT OF



FORT • ATKINSON

# SPONSORSHIP OPPORTUNITIES

## THE ARTS

## **HIGH SCHOOL AUDITORIUM NAMING RIGHTS**

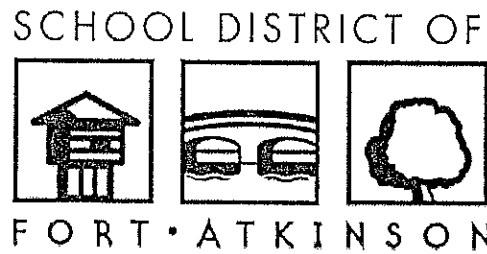
**Fee: \$75,000**

- Venue named after the sponsor (i.e. AMC Auditorium)
- Ten (10) Year agreement with five (5) year signage renewal up-keep fees
- Industry exclusivity means no other business engaged in the same type of work will be advertised in that facility
- Advertising copy in appropriate programs using this venue: Sizes range from quarter-page to full-page – all B/W unless sponsor wishes to pay cost difference for color print; size dependent upon sponsorship level
- Public address announcements at all district events using this venue
- Designation as official sponsor of theatre program for School District of Fort Atkinson
- 4 VIP tickets/passes per district event for sponsor representatives
- Hospitality Opportunities – Category specific: Any food or giveaways are at the additional expense of the sponsor and must be approved by the High School Principal
- Invitation to Sponsor year end reception and networking event

## **PERSONAL SEAT LICENSE**

**Fee: \$500/seat**

- Reserved premium seats to district events in the High School Auditorium
- Admission included
- License is for one year
- Invitation to Sponsor year end reception and networking event



# SPONSORSHIP OPPORTUNITIES

## OTHER

**COMMONS**

Fee: \$15,000

- Venue named after the sponsor (i.e. Joe Q. Public Memorial Commons)
- Seven (7) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Invitation to Sponsor year end reception and networking event

**PLAYGROUND**

Fee: \$10,000

- Venue named after the sponsor
- Seven (7) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Invitation to Sponsor year end reception and networking event

**CONFERENCE ROOM**

Fee: \$5,000

- Venue named after the sponsor
- Seven (7) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Invitation to Sponsor year end reception and networking event

**BOARD ROOM**

Fee: \$5,000

- Venue named after the sponsor
- Seven (7) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Invitation to Sponsor year end reception and networking event

**ADMINISTRATIVE WING**

Fee: \$5,000

- Venue named after the sponsor
- Seven (7) Year agreement
- Any announcements regarding an event at the venue would utilize sponsor's name
- Invitation to Sponsor year end reception and networking event

SCHOOL DISTRICT OF



FORT ATKINSON

# SPONSORSHIP APPLICATION FORM

PLEASE CHECK ONE:     ACADEMIC     ATHLETICS     THE ARTS     OTHER

ORGANIZATION OR INDIVIDUAL'S NAME	AUTHORIZED CONTACT	TELEPHONE	FAX
STREET ADDRESS	EMAIL	OTHER CONTACT INFO	
CITY, STATE, ZIP	FEDERAL TAX ID NUMBER	NUMBER OF YEARS IN BUSINESS	
TYPE OF ORGANIZATION (CHECK ONE): <input type="checkbox"/> CORPORATION <input type="checkbox"/> LLC <input type="checkbox"/> SOLE PROPRIETOR <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> TRUST			
BANKING REFERENCE	CONTACT PERSON	PHONE NUMBER	
SUPPLIER/VENDOR REFERENCE	CONTACT PERSON	PHONE NUMBER	

PLEASE LIST/DESCRIBE THE SPONSORSHIP OPPORTUNITY YOU ARE APPLYING FOR (ATTACH ADDITIONAL PAGES IF NEEDED)

PLEASE LIST/DESCRIBE THE MEDIA ATTACHED TO THIS FORM AND HOW IT IS INTENDED TO BE USED IN THE SPONSORSHIP OPPORTUNITY (ATTACH ADDITIONAL PAGES IF NEEDED)

PLEASE LIST HERE IF THE FUNDS ASSOCIATED WITH THE SPONSORSHIP ARE TO BE RESERVED FOR A SPECIFIC PURPOSE OR PROGRAM. IF THEY ARE NOT RESERVED HERE THEY WILL BE CONSIDERED RESERVED AND SHALL THEN BE ACCESSIBLE FOR USE BY THE DISTRICT AS OUTLINED IN ITEM 1(B) IN THE PROCESS SECTION OF THE SPONSORSHIP GUIDE (ATTACH ADDITIONAL PAGES IF NEEDED)

- PLEASE ANSWER THE FOLLOWING QUESTIONS BY INITIALING NEXT TO "YES" OR "NO":
1. HAVE YOU FULLY READ AND UNDERSTAND THE SCHOOL DISTRICT'S SPONSORSHIP POLICY? YES \_\_\_ NO \_\_\_
  2. ARE YOU THE AUTHORIZED PARTY PERMITTED TO ENTER INTO A LEGAL BINDING FINANCIAL AGREEMENT? YES \_\_\_ NO \_\_\_
  3. DOES YOUR COMPANY OR PRODUCT(S) MEET ALL SCHOOL DISTRICT ADVERTISING QUALIFICATIONS AND ARE THEY FREE FROM ANY DISCRIMINATING CONTENT? YES \_\_\_ NO \_\_\_
  4. HAVE YOU PROVIDED A SAMPLE COPY OF THE LOGO OR MEDIA TO BE ADVERTISED WITH AN APPROVED APPLICATION? YES \_\_\_ NO \_\_\_
  5. DO YOU FULLY AGREE THAT THIS SPONSORSHIP PROGRAM DOES NOT CONSTITUTE AN ENDORSEMENT OF YOUR BUSINESS, PRODUCTS, OR VIEWS OF THE APPLICANT? YES \_\_\_ NO \_\_\_
  6. DO YOU AGREE AND UNDERSTAND THAT YOU MAY NOT USE THE SCHOOL DISTRICT OF FORT ATKINSON, DISTRICT BUILDINGS OR GROUNDS, OR DISTRICT EMPLOYEES TO ADVERTISE OR ENDORSE THE PRODUCTS AT ANY TIME OTHER THAN THE LOCATIONS APPLIED FOR IN THIS APPLICATION, AND THAT FAILURE TO DO SO IS GROUNDS FOR IMMEDIATE TERMINATION OF THE SPONSORSHIP AND YOU AGREE TO WAIVING ALL RIGHTS AND FINANCIAL COMPENSATION FOR FAILURE TO COMPLY? YES \_\_\_ NO \_\_\_

AUTHORIZED REPRESENTATIVE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**THANK YOU FOR SUPPORTING THE SCHOOL DISTRICT OF FORT ATKINSON!!**

**FOR OFFICE USE ONLY**

RECEIVED BY: _____	DATE: _____	PAYMENTS RECEIVED: _____
APPROVED BY: _____	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	
NOTES REGARDING DECISION OF ADVISORY COMMITTEE (IF ANY): _____		
AUTHORIZED CONTACT NOTIFIED OF DECISION BY: _____	DATE: _____	TIME: _____



SCHOOL DISTRICT OF



FORT ATKINSON

SPONSORSHIP AGREEMENT

(TEMPLATE ONLY; Items in Italics would change based on sponsor and sponsorship)

THIS AGREEMENT, is made on this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between \_\_\_\_\_ (hereinafter the "Sponsor") and the School District of Fort Atkinson, a political subdivision of the State of Wisconsin (hereinafter the "School District").

THE PARTIES AGREE AS FOLLOWS:

I. Objective of the Agreement

The Sponsor has expressed its desire to sponsor \_\_\_\_\_. The sponsorship shall be operated and shown in accordance with this agreement and the School District policies, procedures and guidelines. In consideration for said sponsorship, Sponsor shall pay School District the sum of \$ \_\_\_\_\_, in accordance with Section II(a) herein.

II. Performance, Role and Responsibility of the Sponsor

a. Fee Arrangement – Sponsor shall pay School District in accordance with the following schedule:

<u>Date Due</u>	<u>Amount</u>
Upon Signing of Agreement	\$ _____
September 1, 20___	Cost of Signage
June 1, 20___	\$ _____
June 1, 20___	\$ _____
June 1, 20___	\$ _____
June 1, 20___	\$ _____

b. Sponsor shall prepare and provide to School District all necessary media to execute this Agreement at no cost to the School District. All media is subject to review and approval of the School District in accordance with the terms of this agreement and related policies, procedures and guidelines. Sponsor shall directly pay for, or reimburse the School District for the cost of the signage necessary to execute this Agreement in addition to the overall sponsorship amount.

c. Sponsor understands and agrees that Board of Education Policy #852 – Sponsorships and all rules and regulations contained therein are incorporated herein by this reference and shall be a part of this agreement and must be complied with by Sponsor.

III. Performance, Role and Responsibility of the School District

In consideration of the payment of the sponsorship fee, School District shall provide the following:

- a. *Venue named after the Sponsor as \_\_\_\_\_.*
- b. *Industry Exclusivity: No other entity engaged in the same type of work as Sponsor will be advertised in above listed venue.*
- c. *Sponsor logo/signage on scoreboards.*
- d. *Advertising copy in all School District programs using the above listed venue: Sizes range from quarter-page to full-page – all B/W unless sponsor wishes to pay cost difference for color print; size dependent upon sponsorship level.*
- e. *Public address announcements at all School District events using above listed venue.*

- f. *Designation as official sponsor of \_\_\_\_\_ program for School District of Fort Atkinson.*
- g. *Website presence on High School Athletics site with logo, link and/or information posted regarding specific program.*
- h. *Four (4) VIP tickets/passes per School District event for Sponsor representatives.*
- i. *Hospitality Opportunities – Category specific: Any food or giveaways are at the additional expense of the Sponsor and must have prior approval of the Athletic Director or Building Administrator.*
- j. *Invitation to year end sponsorship reception and networking event.*

#### IV. Term

The term of this Agreement shall be from \_\_\_\_\_, 20\_\_ through \_\_\_\_\_, 20\_\_.  
However, the parties reserve the right to cancel this Agreement, with or without reason or cause, on thirty (30) days written notice to the other party. Should this agreement be terminated without cause, the School District shall return to Sponsor a prorated amount of the sponsorship fee paid by Sponsor.

#### V. Indemnifications

Sponsor hereby agrees to hold harmless, defend and indemnify the School District, its officers, agents and employees from and against any and all claims, liability, demands, causes of action, damages, costs and attorney fees arising from this Agreement, and to the delivery of sponsorship hereunder, except to the extent that any such claim or demand arises from or is caused by the negligence or willful misconduct of the District, its agents, or employees.

#### VI. Non-Endorsement/No Agency

Sponsor agrees that all written material and items in connection with this Agreement does not imply that Sponsor is endorsed by the School District or any of its agents or employees and will not communicate that the School District is endorsing Sponsor or its products or services in any way. Sponsor further agrees that it has no right to act on behalf of School District in any way as a result of entering into this agreement.

#### VII. Miscellaneous

- a. Modifications. Except as may otherwise be expressly stated in this Agreement, all modifications to this Agreement shall be in writing and signed by both parties.
- b. Waiver. The waiver of any term, provision or condition of this Agreement by either party shall not be construed to be a waiver of any other term, provision or condition.
- c. Assignability. Neither party's rights nor obligations under this Agreement may be transferred, conveyed or assigned without the express prior written consent of the other party.
- d. Severability. In the event that any portion of this Agreement is held to be contrary to the law or otherwise unenforceable, it shall be severed from the remaining provisions of this Agreement which shall continue to remain in full force and effect.
- e. Governing Law. This Agreement shall be governed by the laws of the State of Wisconsin with regard to formation, construction and performance.
- f. Notices. Any notice required or permitted to be given under this Agreement shall be sufficient if in writing and if sent by mail to the home office of the Sponsor or the School District, as appropriate.
- g. District Influence. Sponsor shall not have any right or expectation of right to control or influence any district operations or decisions as a result of this agreement.

- h. "Make Good Activity". If any of the recognition activities identified in Section III hereof do not occur as contemplated due to unforeseen circumstances beyond the control of the School District, the parties may mutually agree upon a "make good activity" to compensate for the non-occurrence of the scheduled activity. Any such "make good activity" must be scheduled to occur during the term hereof.
- i. Complete Agreement. This agreement is the complete agreement between the parties hereto. This agreement supercedes any and all prior agreements, discussions or other communications of any kind.

IN WITNESS WHEREOF, the parties have executed the foregoing Agreement:

SPONSOR

SCHOOL DISTRICT OF FORT ATKINSON

By: \_\_\_\_\_  
Authorized Representative

By: \_\_\_\_\_  
Dr. James Fitzpatrick, District Administrator

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

To: Evansville Board of Education

From: Brian Cashore

Re: Donation

Date: July 2, 2015

UB&T has offered to replace the J.C. McKenna scoreboard in the gymnasium. The new scoreboard would be 3 feet tall and 9 feet in length with a panel attached that would include J.C. McKenna and UB&T displayed in script. Steve Shulta and I contacted All-American Scoreboards to acquire a bid for this project. The bid includes a scoreboard (\$3,900), 2 wireless controllers (\$1,200), panel (\$450) and shipping (\$75) for a total of \$5,625. UB&T will kindly pay for the entire total of \$5,625.

# UB&T Union Bank & Trust Company

P.O. BOX 15  
EVANSVILLE, WI 53536

FAX: (608) 882-6889  
PHONE: (608) 882-5200

[www.ub-t.com](http://www.ub-t.com)

July 9, 2015

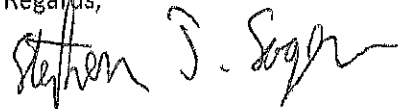
Attention Evansville School Board:

Union Bank & Trust Company has agreed to financially support the J.C. McKenna Middle School project of providing a new scoreboard for the Middle School Gymnasium. From the information provided on the bid from Principal Knott & Mr. Maves, it includes a scoreboard (\$3,900), 2 wireless controllers (\$1,200), advertising panel (\$450) and shipping (\$75) for a total of \$5,625.

The design, including a panel with Union Bank & Trust Company as the sponsor, was provided as an example and would be something that our Marketing Department would like to review before proceeding with the order if approved.

We are excited to support the Evansville Schools with this project. Please contact us if there are any further questions.

Regards,



Stephen J. Eager  
President & CEO

*Evansville Brooklyn Belleville Oregon New Glarus*



2 East Main St.  
P.O. Box 15  
Evansville, WI 53536  
(608) 882-5200

210 Commercial St.  
Brooklyn, WI 53521  
(608) 455-2311

110 Greenway Cross  
Belleville, WI 53508  
(608) 424-1997

883 North Main St.  
Oregon, WI 53575  
(608) 835-2265

512 State Rd. 69  
New Glarus, WI 53574  
(608) 527-5700

Member  
**FDIC**



MODEL - VSBX236  
SPONSOR AREA  
19.5" X 8'

3 ft

<b>JC MCKENNA MIDDLE SCHOOL</b>			
<b>UB&amp;T</b> Union Bank & Trust Company <i>Still Growing Together</i>			
<b>HOME</b>	<b>253</b>	<b>GUEST</b>	
	<b>PERIOD</b>		
	<b>4</b>	<b>VARSAITY</b> EST. 1917	
<b>BONUS</b>		<b>BONUS</b>	

To: Evansville Board of Education

From: Brian Cashore

Re: Donation

Date: July 2, 2015

BYE (Baseball Youth of Evansville) contacted me with interest in donating the finances to replace the backstop on the Evansville High School's varsity baseball facility. Therefore, I met with Beacon Athletic and contacted Midwest Netting Solutions to acquire bids for this project. After reviewing the bids, BYE and I subsequently selected the bid from Midwest Netting Solutions. The bid includes delivery and installation of backstop netting. Installation of backstop poles will be completed by community volunteers. BYE will kindly pay for the entire backstop installation for a total of \$17,900.

## 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 15<sup>th</sup> 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 <sup>th</sup> year of band + A solo/duet (Solo & Ensemble) 2.0 4 <sup>th</sup> 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 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/or policy, 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

Revised:

1<sup>st</sup> Reading: 7/15/15

**Suggestion – to remove as is not required and would go by state statutes**

### ADMISSION OF ADULT STUDENTS

The Evansville Board of Education recognizes that a minimum level of education is highly stressed in our society today and that some citizens have legitimate reasons for failing to complete their high school education. Therefore, individuals beyond the age of 20 who have not completed a high school diploma may enroll in school district programs. Such enrollment must not interfere with the students of school age.

“Adult” students are expected to comply with all rules and regulations required of the regular student body. Participation in co-curricular activities will be limited by the rules and regulations of the specific activity.

The Board of Education may grant high school diplomas to those residents of the school district who fulfill the requirements for this diploma as outlined below.

The following requirements shall be used by the high school counselor and principal in determining the eligibility of adults to return to high school.

1. Residence: A candidate must be a resident of the Evansville Community School District.
2. Minimum Age: Any adult who has reached 19 years of age and who was a member of a high school class which has already graduated, shall be considered eligible to apply for a diploma.
3. Method of Applying: Candidates shall apply, in writing, to the counselor of the high school.
4. Evaluation of Credits: The high school counselor and principal shall evaluate all previous educational credits and determine work needed to complete the requirements for a diploma. The applicant shall fulfill the requirements for graduation, exclusive of physical education, required for a diploma at the time his original class graduated. If that number of credits can not be ascertained, current credit requirements shall apply.

Fulfillment of these requirements may be based on any or a combination of the following:

- a. High school credits earned previously that are properly documented.
- b. High school credits earned through approved extension/correspondence work, or upon return to Evansville High School as a special student.
- c. Credits earned on the basis of approved courses taken within the Wisconsin Vocational, Technical and Adult Education System.
- d. Credits awarded for secondary school level work on a college or university campus.

Final awarding of the Evansville High School diploma requires the recommendation of the superintendent of schools, high school counselor and principal and approval of the Board of Education.

Approved: January 11, 1988  
Revised: 7/15/15

448

**Suggestion – to remove as not required**

STUDENTS OF LEGAL AGE

Every student 18 years of age or older is an adult and shall be dealt with as such by the schools. Such students, however, shall comply with school rules, pursue the prescribed courses of study and submit to the authority of teachers and others in authority over them.

Students of legal age must assume responsibility for their report card, attendance and all other school related procedures and activities.

LEGAL REF.: Sections 118.125 Wisconsin Statutes  
118.15  
118.16  
120.13 (1)

## STUDENT ASSISTANCE PROGRAM

The Evansville School Board recognizes that the use of alcohol and other drugs, and the problems associated with it, are becoming increasingly commonplace in our society. In many instances a person's misuse or abuse of alcohol and other drugs will lead to the illnesses of alcoholism and other chemical dependencies. We believe the school, in conjunction with parents and the community, is in a unique position to be of assistance to help young people who have become involved with alcohol and other drugs. We further believe school is an environment that must be free from drugs and alcohol. It should be a place where students feel both safe and secure and surrounded by people who model mature behavior including respect for institutions, laws, and individual rights.

It is clear that the primary responsibility for helping students who are involved with chemicals\* lies with their parents. However, the Board believes that both the school and community play significant roles in assisting parents with helping and educating your people in the area of drugs and alcohol. We believe it is the role of the school, in conjunction with parents, to help children understand the complex nature of chemical dependency. It is necessary that our students, their parents and their teachers be made aware of the danger inherent in making unwise choices about chemical use. It is also the intent of the school to uphold state and federal laws pertaining to chemical use. It is vital that the district provide the students and their teachers with a comprehensive chemical awareness prevention and support program.

Therefore, the Board of Education supports the following major components in Evansville's Chemical Awareness and Student Assistance Program.

1. Drug abuse prevention education and the promotion of wise choices concerning the individual's health, in the promotion of a strong self-concept.
2. An early intervention in the use/abuse process for the purpose of identification, evaluation, and, when appropriate, referral for treatment.
3. A supportive school environment for students who have been harmfully involved with drugs and/or alcohol, including those whose families have been or are being disrupted by chemical abuse.

The development of a SAP within the school setting requires that various groups assume identified responsibilities. The administration has overall responsibility for the development and implementation of a school chemical dependency program. Included in this responsibility is the dissemination of pertinent information to students, employees, and the community at large. The Board of Education is responsible for approving the chemical dependency program and contributing funds that, along with contributions from local citizens and organizations, will provide financial support for the program. The

certified staff is responsible for assisting in program development and for implementing the adopted program. Students are responsible for cooperating in the implementation of the school chemical dependency program.

~~\*"Chemicals" includes any mood-altering substance, including alcohol. STUDENT ASSISTANCE PROGRAM~~

The Evansville Community School District Board of Education expects each school to establish a safe learning environment to facilitate student achievement. Students experiencing Alcohol and Other Drug Abuse (AODA) and other issues are vulnerable to and may create unsafe conditions for themselves and others. Therefore, the District shall provide education, prevention, intervention and support services for students and their families regarding AODA and other issues that can negatively affect academic performance.

The Board recognizes that parents and guardians retain primary responsibility for helping students struggling with AODA and other issues. Schools are in a unique position to partner with parents and community resources to help students make responsible decisions in this regard and offer assistance to those individuals who experience AODA and other problems. Services are delivered in a multi-faceted approach including classroom and/or community presentations, peer advocacy programs, AODA screenings, support groups and individual counseling services.

The Student Assistance Program services will be facilitated by the building level school counselors, school social worker and/or school psychologist. Counseling services will be provided as needed using in-house and/or external resources.

Student utilization of the Student Assistance Program services will be voluntary and confidential, but may be used in cases of co- and extra-curricular code violations in conjunction with reduced consequences.

**Legal Ref.: Sections 118.01(2)(d) Wisconsin State Statute (Educational Goals and Expectations.**

118.125 (Pupil Records)  
118.126 (Privileged Communications)  
118.127 (Law Enforcement Agency Information)  
118.24(2)(f) (School District Administrator)  
938.396 (Records)

**Local Ref.: Policy #347 –Student Records**

Policy #364 – Guidance Program

Policy # 443.4 –Student Alcohol and/or Other Drug Use

Co-Curricular Code

Student Handbook

Approved: January 11, 1988  
1<sup>st</sup> Reading: 6/24/15; 2<sup>nd</sup> Reading: 7/15/15

435

**Recommendation – for removal from Policy Manual – is in policy #430**

#### EARLY DISMISSAL

No staff member shall excuse any student from school prior to the end of the school day, or into any person's custody, without the direct prior approval and knowledge of the school office.

The school office shall not excuse a student before the end of the school day without a request for the early dismissal by the student's parent or guardian. Additional precautions shall be taken by the school administration appropriate to the age of students, and as needs arise.

Approved: January 11, 1988  
1<sup>st</sup> Reading: 6/24/15; 2<sup>nd</sup> Reading: 7/15/15

441.1

**Recommendation – to remove from Policy Manual – information in student handbooks and covered in policy #133**

## STUDENT GOVERNMENT

The Evansville Board of Education sanctions and recommends the organization of student councils in the middle school and high school. The purpose of such councils shall be to promote the welfare of the student body, foster ideas of student government and leadership, promote good student-faculty relationships and to plan and carry out student activities.

Student councils shall not have authority to make policies for the district or regulations for the school. The councils may, however, make recommendations to the administration on any topic of student concern.

The principal and each student council shall keep channels of communication open, not only between themselves, but between all students and the council.

Members of the student councils shall be elected democratically. Specific student council guidelines shall be developed by the middle and high school principals. An advisor for each student council shall be selected by the administration.



Approved: January 11, 1988  
1<sup>st</sup> Reading: 6/24/15; 2<sup>nd</sup> Reading: 7/15/15

480

**Recommendation from WASB, to Remove as Should be covered in Emergency Nursing Services, Student Assistance Program, Suicide Prevention, Guidance Counseling, Special Education, etc.**

#### STUDENT SUPPORT SERVICES

The Board recognizes its responsibility to promote the positive social and emotional development of students in the school district. Social awareness and emotional stability serve to enhance the development of basic knowledge and skills and help to insure a well rounded education.

It is the intent of this school district to produce a well-adjusted, adaptable, loving human being who will continue to seek new knowledge and skills throughout life and who can contribute in a positive way to both family and society.

The district shall organize a Student Services Advisory Committee of school board members, administrators, faculty members, students and community members to participate in the planning, development and evaluation of our student support programs.

July 14, 2015

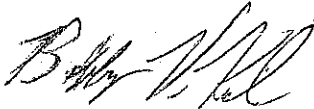
Mr. Jerry Roth, District Administrator  
Mr. Scott Everson, High School Principal  
Evansville Community School District  
340 Fair Street  
Evansville, WI 53536

Dear Mr. Roth, Mr. Everson and School Board Members:

Please accept this letter of resignation from my position as English teacher at Evansville High School effective July 14, 2015. I have accepted an exciting opportunity in Minnesota that will be close to family and while difficult to leave the area and the classroom, this move will help meet the needs of my family and our long-term goals.

Even though my time here was brief, I want to thank the staff, district and community for their support and dedication to education. I will look fondly on my time here as my experience has been positive and I wish nothing but the best to the Evansville Community School District.

Sincerely,



Robert "Bobby" Von Kaenel

Reed 7-14-15  
km

**Evansville Community School District**  
**Interim Administrative Contract**

IT IS HEREBY AGREED by and between the Board of Education of the Evansville Community School District (hereinafter designated as the "Board") and Alice Murphy (hereinafter designated as the "Administrator"), that the Board does hereby employ the Administrator in the position of Interim Director of Curriculum and Instruction.

The Board hereby reserves the right to reassign or transfer the Administrator during the term of this contract to another administrative position for which the Administrator is certified or certifiable if the Board, in its sole discretion, determines that it is in the District's best interest to do so. The Administrator shall perform all services, duties, and obligations incident to the position to which the Administrator is reassigned. The Administrator's title shall also be changed to that of the position to which the Administrator is reassigned. Salary and other benefits of the Administrator shall not, however, be reduced during the term of this contract. The Administrator shall be given fifteen (15) days' notice regarding any reassignment or transfer pursuant to this provision.

**TERM**

This contract shall cover the period beginning on July 16, 2015, and ending on June 30, 2016.

**RESIGNATION**

It is agreed that the Administrator hereby unconditionally voluntarily resigns from employment by the Board effective June 30, 2016, and that the Board hereby accepts said resignation. It is expressly mutually understood that said resignation is intended to terminate District employment on the effective date of the resignation and is in lieu of the Board proceeding with the nonrenewal of this contract pursuant to Wis. Stat. § 118.24.

**SALARY**

In consideration for the services rendered, the Board will pay the Administrator a salary of Eighty Six Thousand One Hundred Ninety-Two Dollars (\$86,192.00). The salary shall be paid in equal installments bi-monthly, less deductions required by federal and state law, or deductions authorized by the Administrator and permitted by Board policy.

**VACATION DAYS**

The Administrator is entitled to twenty (20) vacation days.

**CONTRACT PROVISIONS**

This contract also incorporates additional Administrative Contract Provisions, attached hereto, and incorporated herein by reference.

*Alicia A. Murphy*

Administrator

July 1, 2015

Date

\_\_\_\_\_  
Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk, Board of Education

\_\_\_\_\_  
Date

Action by the School Board in adopting this contract is recorded in the Board minutes of \_\_\_\_\_, 20\_\_\_\_.

## Administrative Contract Provisions

### RESPONSIBILITIES

The Administrator agrees to perform at a professional level of competence the services, duties and obligations required by the laws of the State of Wisconsin and the rules, regulations and policies of the Board which are now existing or which may be hereinafter enacted by the Board, and such other duties and obligations as may be assigned by the Board from time to time. The Board agrees to furnish the Administrator with a written copy of all applicable rules, regulations and policies now in effect or becoming effective during the term of this contract.

In case of direct conflict between any rules, regulations or policy of the Board and any specific provision of this contract, the contract shall control.

The Administrator agrees to devote full time to the duties and responsibilities normally expected of the Administrator's position during the term of this contract, and shall not engage in any pursuit which interferes with the proper discharge of such duties and responsibilities.

The Administrator agrees to participate in professional meetings for the purpose of improving and stimulating the Administrator's professional growth. Participation shall be in accordance with Board rules, policies and statutory requirements. Necessary expenses will be paid for meetings as provided by Board policy.

The Board shall provide the Administrator with a written job description of the Administrator's services, duties and obligations.

### INDIRECT COMPENSATION

- a) The Administrator shall earn one (1) sick day per month. Up to three (3) sick leave days may be used as a personal day. If this contract is terminated for any reason prior to June 30, 2016, sick days for that year shall be prorated, and the Administrator's sick leave balance adjusted accordingly. The Administrator shall reimburse the District for any sick days used but not earned.
- b) The Board shall provide the long-term disability income policy in effect, and the Administrator acknowledges receipt of a copy of the terms of the policy. The long term disability policy will provide coverage at 90% of the administrator's salary after 60 calendar days of disability.
- c) In the event this contract is terminated for any reason prior to June 30, 2016, the number of vacation days shall be prorated based upon the percentage of the term of the contract worked. The Administrator shall reimburse the District for any vacation days used in excess of the prorated days. The District shall compensate the Administrator for earned but unused vacation days.
- d) The Administrator shall be entitled to the following ten (10) paid holidays: the working day before New Year's Eve, New Year's Eve day, New Year's Day, Memorial Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day

and the working day after Christmas Day. If New Year's Day, or Christmas Day fall on a weekend, the Administrator shall be entitled to time off on the following Monday.

- e) Authorized use of the Administrator's personal car in the conduct of business for the school district will be reimbursed at the current State rate.
- f) The Administrator is currently receiving a benefit from the Wisconsin Retirement System and has elected to continue to receive that benefit throughout her employment with the District, and therefore will not be eligible for contributions into the WRS system on any wages earned in this position.
- g) The Board shall allow up to five (5) days leave per year with pay (not accumulative and not deducted from sick leave) in case(s) of death involving a member of the immediate family. The term "immediate family" shall be construed to mean spouse, children, parents, grandparents, grandchildren, brothers and sisters, in-laws and members of household. Up to two (2) days of the above leave per year shall be allowed for individuals not listed above. Employees who have exhausted their funeral/bereavement leave may request in writing from the District Administrator use of up to five (5) of their sick days as needed for funeral/bereavement leave.
- h) In the event school is not held due to weather conditions, the Administrator will make every effort to get to the school and shall perform all needed duties.

### **LIQUIDATED DAMAGES**

In the event the Administrator breaches this contract by termination of services during the term hereof, the Board may choose to recover liquidated damages from the Administrator in the sum of Three Thousand Five Hundred Dollars (\$3,500.00). The above amount is determined to be the reasonable liquidated damages which the parties, looking forward, reasonably anticipate will follow from such a breach and the Board may, at its option, demand to recover from the Administrator such amount of liquidated damages; provided, however, that this expressed intent to liquidate the uncertain damages and harm to the school district expected from such a breach is not the exclusive remedy or right of the Board but is, rather, an alternative right and remedy which the Board may elect. Therefore, if the Board elects to accept the liquidated damages amount of Three Thousand Five Hundred Dollars (\$3,500.00), the Board shall be precluded from seeking and recovering the actual amount of damages resulting from such a breach by the Administrator. Further, the Board may, in its sole discretion, reduce or waive the amount of liquidated damages.

### **TERMINATION BY MUTUAL CONSENT**

Upon mutual written agreement of the Board and the Administrator, this contract and the employment of the Administrator may be terminated without penalty or prejudice against either the Board or the Administrator. In this event, the Board shall pay the Administrator all remuneration and benefits accrued but unpaid during the period of employment immediately prior to such termination.

## **CONTRACT TERMINATION**

Notwithstanding any other provision in this contract, the Board may terminate this contract and discharge the Administrator from employment for cause provided that the Administrator has received prior notice in writing from the Board of its intent and the alleged reason or reasons for such discharge. Upon written request, a hearing shall be conducted with full regard for due process.

## **INVALID PROVISIONS**

If any article or part of this contract is held to be invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any part should be restrained by any tribunal, the remainder of the contract shall not be affected thereby.

## CONTINUOUS SYSTEM IMPROVEMENT (CSI) SUB-COMMITTEES 2015-2016 GOALS

Teaching and Learning – To achieve exceptional growth for all students and steadily increase the number of students meeting state proficiency targets for reading, as measured on the state test, from 40% in 2012-13 to 60% by the 2017-2018 school year. Accomplishing this goal would place ECSD in the top 10% of highest performing schools in the state.

Workforce Engagement and Development – The ECSD will engage and develop a skilled and talented workforce that will enable building and district goals to be achieved.

Communication and Community Engagement – By May 2016, internal communication will improve by .25 on a 4.0 scale as measured by the District Communication survey.

Technology – Develop and implement a comprehensive professional development plan that supports staff in integrating best practices in teaching and learning to develop student proficiency in utilizing information literacy and technology.

Facilities and Operations – Goal 1 – By 2016, 100% of all employees will understand and practice District-wide safety and security procedures as measured by internal and external audits. Goal 2 – By 2016, reduce District-wide energy consumption by 10% as measured by an industry accepted energy metric.

Climate & Culture – By May 2016 the individual building and overall district climate will each increase by 1 point on the ECSD climate survey.



# Continuous System Improvement Plan - Volunteers

## Teaching and Learning - Melissa Hammann, Barb Dorn, Janessa Katzenberger, & Alice Murphy

Andrew, Shelly  
LeRoy, Lara  
Hartje, Bill  
Tedesco, Kim  
Whitmore, Melissa

## Workforce Engagement and Development - Sandi Spanton Nelson & Joanie Dobbs

Beedle, Butch  
Bisch, Shelley  
Arnold, Deb  
Pickering, Deanna  
Hammond, Jolene

## Communication and Community Engagement - Kathi Swanson & Jerry Roth

Dalsen, Jenny  
Maves, Michael  
Buehl, Michelle  
Hansen, Jennifer  
Arnold, Deb  
Gallman, Darlene  
Schmoltdt, Terrie  
Stano, Mark

## Technology - Eric Busse, Jason Knott & Larry Martin






Mumm, Jo Ann  
Kangas, Adrienne  
Lenth, Jolene  
Firgens, Mandy

## Facilities and Operations - John Rasmussen, Mason Braunschweig, Doreen Treuden, Brian Cashore & Steve Shulta

Rognstad, James  
Haakenson, Scott  
Hansen, Peter  
Ballard, Bette  
Larson, Mitch

## Climate and Culture - Amanda Koenecke & Scott Everson

Reyes, Allison  
Hansen, Chris  
Cobb, Tanya  
Miller, Deb  
Teske, Dana

 <p>Evansville Community School District</p>	<h2>Continuous System Improvement Plan 2015-2016</h2>	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div> <p>Strategic Focus Area: Reading Achievement</p>
<p><b>PLAN: Identify the Data Measures and Performance Gap</b></p>		
<p><b>Strategic Plan Aligned Goal:</b> To achieve exceptional growth for all students and steadily increase the number of students meeting state proficiency targets for reading, as measured on the state test, from 40% in 2012-12 to 60% by the 2017-2018 school year. Accomplishing this goal would place ECSD in the top 10% of highest performing schools in the state.</p>		
<p><b>Identify SMART Objective – 1 Year:</b></p> <ol style="list-style-type: none"> <li>a) By the end of the 2014-15 school year, staff will have completed formal “Root Cause (RC) Analysis” process and will have identified 1-3 (max) obstacles or causal factors that have the greatest impact leading to the observed gap/opportunity for improvement.</li> <li>b) By Oct. 15<sup>th</sup>, 2015, systems of measurement and baseline data collection related to identified RCs will be established and baseline data graphed.</li> <li>c) By Dec. 15<sup>th</sup>, 2015, staff and admin will demonstrate high levels of understanding and consensus regarding RCs to be targeted in improvement plans (Survey and administrator report)</li> </ol>		
<p><b>Identify SMART Objective – 3 Year:</b></p> <ol style="list-style-type: none"> <li>a) By the end of the 2015-2016 school year, specific strategies and timelines will be determined for improving staff capacity for eliminating or substantially reducing identified RCs will be established and plans in place for 2016-17.</li> <li>b) By the end of the 2015-2016 school year, leadership teams will be established and function to coordinate and support building level improvement plans targeted toward identified RCs.</li> <li>c) By the end of the 2015-16 school year, short-term process objectives will be established and initial data collection begun.</li> <li>d) By the beginning of the 2016-2017 school year, selected staff will have completed capacity building training and will be ready to begin full implementation and evaluation of specific instructional routines, strategies and/or tools.</li> <li>e) By the end of the 2016-17 school year, preliminary evaluation report presented to administration and school board that includes data regarding short-term objectives and student achievement impacts observed.</li> </ol>		

CSI Action Plan Template






DATA ANALYSIS – DATA SOURCES: Identify the Measures That Will Determine the Effectiveness of the Plan			
Data that Identifies Gap:	Beginning Measure/ Date:	Ending Measure/Date:	Analysis of Change in Data:
1.			
2.			
Data that Determines if Strategy Was Completed:	Beginning Measure/Date:	Ending Measure/Date:	Analysis of Change in Data:
1.			
2.			
Measures that Determine Fidelity of Strategy Implementation:	Beginning Measure/Date:	Beginning Measure/Date:	Analysis of Change in Data:
1.			
2.			
Measures that Determine if the Goal Was Met:	Beginning Measure/Date:	Beginning Measure/Date:	Analysis of Change in Data:
1.			
2.			
<b>Do:</b> Create an action plan based upon Data/Analysis – ACTION PLAN #1 (Multiple Check-in Points) What action steps will need to be taken to reach the goal?			
ACTION STEP	MEASURE/INDICATOR	END DATE	PERSON(S) RESPONSIBLE
What steps will you and your team take?	What data will be collected? How will you know when the step is completed?	When will the work be completed?	
<b>Study:</b> Analyze Data After Implementing Action Plan Steps To be completed by <b>November</b> .			
MEASURE/INDICATOR (from Do step above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			

CSI Action Plan Template

2.			
Act: Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date – ACTION PLAN #2			
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>
<b>Study:</b> Analyze Data After Implementing Action Plan Steps To be completed by <b>February</b> .			
<b>MEASURE/INDICATOR</b> (from Act step Plan #2 above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			
2.			
Act: Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date – ACTION PLAN #3			
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>
<b>Study:</b> Analyze Data After Implementing Action Plan Approach To be completed by <b>May</b> .			
<b>MEASURE/INDICATOR</b> (from Act step Plan #3 above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			
2.			
Act - Year-End Conclusion: At the end of the year, reflect on your progress and determine the focus for the coming year. Select the option that this strategic planning team will pursue in 2016-2017 with this strategic focus area.			
1.	Year-long target goal has <b>been met</b> and will be changed to a new target goal in the strategic focus area		
2.	Year-long target goal has <b>not been met</b> , but the current plan is effective and will be continued		
3.	Year-long target goal has <b>not been met</b> , but the plan will continue with new strategies applied		

CSI Action Plan Template

4.	Year-long target goal has not been met and the team will move in a different direction
5.	Other – please explain in space below

 Evansville Community School District	<h2>Continuous Improvement Plan 2015-2016</h2>		<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div>
Priority Area:	Strategic Objective #2	Strategic Focus: Workforce Engagement and Development	
PLAN: Identify the Data Sources and Performance Gap			
Strategic Focus Goal: The ECSD will engage and develop a skilled and talented workforce that will enable building and district goals to be achieved.			
Timeline For Completion:			
DATA ANALYSIS -- IDENTIFY GAP/NEED: Identify data sources that will be used to assess the impact, fidelity, and completion of the Plan-Do-Study-Act cycle of continuous system improvement for this strategic focus area. <ol style="list-style-type: none"> <li>1. What work has already been completed to meet the long term goal in this strategic focus area?</li> <li>2. What gaps or needs still exist in this strategic focus area?</li> <li>3. Which data points identify the gaps or needs identified in question 2?</li> <li>4. Which strategy will we use to reduce the gap or improve the need identified in question 2?</li> </ol>			
DATA ANALYSIS – DATA SOURCES: Identify the Measures That Will Determine the Effectiveness of the Plan			
Data that Identifies Gap:	Beginning Measure/ Date:	Ending Measure/Date:	
1. ECSD survey  2. Anecdotal comments regarding the need for staff development.			
Data that Determines if Strategy Was Completed: <ol style="list-style-type: none"> <li>1.</li> </ol>	Beginning Measure/Date:	Ending Measure/Date:	
		Analysis of Change in Data:	

CSI Action Plan Template

2.	Measures that Determine Fidelity of Strategy Implementation:	Beginning Measure/Date:	Ending Measure/Date:	Analysis of Change in Data:
1.				
2.				
	Measures that Determine if the Goal Was Met:	Beginning Measure/Date:	Ending Measure/Date:	Analysis of Change in Data:
1.				
2.				
Do: Create an action plan based upon Data Analysis - ACTION PLAN #1 (Multiple Check-in Points) What action steps will need to be taken to reach the goal?				
ACTION STEP	MEASURE/INDICATOR	END DATE	PERSON(S) RESPONSIBLE	
What steps will you and your team take?	What data will be collected? How will you know when the step is completed?	When will the work be completed?		
Read through the ECSD survey and look for items related to this topic	This data was already collected. Our group used it as a starting point to determine areas of need.	Second meeting	Barb and Joanie brought the survey to the group. All members had input.	
Define how this topic differs from culture and climate		Third meeting	All members	
Discuss the research behind staff development	Discussion on staff development and a discussion on how to get staff involved.	Third meeting	Butch brought the information and all members had input	
Discussed areas of concern that has been discussed as a staff, where is support needed?		Each meeting	All members	
Created a staff development survey and to give to staff during a staff meeting		January	Barb and Joanie put together the first draft with input from committee. Brought back to the committee in January for final input.	
Discuss staff results from the survey	Looking for patterns	March/April	Staff results were analyzed and shared with administration.	
Develop action plan on how to address staff needs				


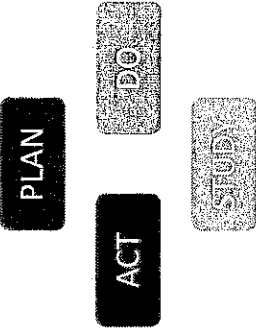
CSI Action Plan Template

as determined by the survey				
<b>Study:</b> Analyze Data After Implementing Action Plan Steps To be completed by <b>November</b> .				
<b>MEASURE/INDICATOR</b> (from Do step above)	Evidence of Progress/Effectiveness (include data)			Analysis of Evidence (Describe why this evidence shows the action step was effective)
1. Analyzed survey results	Tabulated results			Information was gained
2. Discussed similarities and differences between buildings	Tabulated results			Information gained and shared
<b>Act: Continue or Revise Action Implementation Based Upon Data Analysis for the new school year - ACTION PLAN #2</b>				
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>	
Share information with each of the building administrators and district.	Tabulated survey results	March 2015	Joanie	
Building administrators sharing survey results with leadership teams to develop summer curriculum proposals.	Tabulated survey results	April 2015	Building administrators	
Gather information from:	Information gathered	September 2015	Committee	
<ul style="list-style-type: none"> <li>• Consortium</li> <li>• Compensation committee</li> <li>• Technology CSI</li> <li>• Reading Audit Results</li> <li>• EE Coaches</li> <li>• Mentors</li> </ul>				
<b>Study:</b> Analyze Data After Implementing Action Plan Steps				



CSI Action Plan Template

To be completed by February.			
MEASURE/INDICATOR (from Act step Plan #2 above)	Evidence of Progress/Effectiveness (include data)	Analysis of Evidence (Describe why this evidence shows the action step was effective)	
1.			
2.			
<b>Act - Continue or Revise Action Implementation Based Upon Data Analysis for the next calendar year - ACTION PLAN #2</b>			
ACTION STEP What steps will you and your team take?	MEASURE/INDICATOR What data will be collected? How will you know when the step is completed?	END DATE When will the work be completed?	PERSON(S) RESPONSIBLE
<b>Study: Analyze Data After Implementing Action Plan Approach</b>			
To be completed by May.			
MEASURE/INDICATOR (from Act step Plan #3 above)	Evidence of Progress/Effectiveness (include data)	Analysis of Evidence (Describe why this evidence shows the action step was effective)	
1.			
2.			
<b>Act - Year-End Conclusion: At the end of the year, reflect on your progress and determine the focus for the coming year. Select the option that this strategic planning team will pursue in 2016-2017 with your strategic focus area.</b>			
1.	Year-long target goal has been met and will be changed to a new target goal in the strategic focus area		
2.	Year-long target goal has not been met, but the current plan is effective and will be continued		
3.	Year-long target goal has not been met, but the plan will continue with new strategies applied		
4.	Year-long target goal has not been met and the team will move in a different direction		
5.	Other – please explain in space below		

 <p><b>Evansville Community School District</b></p>	<h2>Continuous Improvement Plan 2015-2016</h2>	
<p><b>Priority Area:</b> Communication and Community Engagement</p>	<p><b>Strategic Objective:</b> The ECSD will communicate, engage and develop partnerships with students, parents, staff and citizens to achieve academic excellence and positive citizenship for all students</p>	<p><b>Strategic Focus:</b> Develop a Comprehensive Communication Plan</p>
<p><b>PLAN: Identify the Data Measures and Performance Gap</b></p>		
<p><b>Strategic Focus Goal:</b> By May 2016, internal communication will improve by .25 on a 4.0 scale as measured by the District Communication Survey</p>		
<p><b>Timeline For Completion:</b> May 2016</p>		
<p><b>DATA ANALYSIS – IDENTIFY GAP/NEED:</b> Identify data sources that will be used to assess the impact, fidelity, and completion of the Plan-Do-Study-Act cycle of continuous system improvement for this strategic focus area.</p> <ol style="list-style-type: none"> <li>1. What work has already been completed to meet the long term goal in this strategic focus area?             <ul style="list-style-type: none"> <li>• Principals are sharing internal school meetings minutes with staff</li> <li>• A staff communication survey was conducted in November</li> <li>• District meeting minutes will be available to staff on the District website starting this spring</li> <li>• The communication committee has asked staff for input related to communication objectives or areas in need of improvement</li> </ul> </li>   <li>2. What gaps or needs still exist in this strategic focus area?             <ul style="list-style-type: none"> <li>• Communication from District Office regarding: district meetings (agendas and minutes) and district wide newsletter (births, deaths, weddings, achievements, other important information</li> <li>• Collaboration time to discuss transitions from grade level to grade level and from school to school</li> <li>• Collaboration time for: grade level meetings, across grade level meetings, subject area meetings, general ed, special ed, resource teacher meetings</li> </ul> </li> </ol>		

CSI Action Plan Template

<p>3. Which data points identify the gaps or needs identified in question 2?</p> <ul style="list-style-type: none"> <li>• Communication objectives or areas in need of improvement submitted by staff</li> </ul> <p>4. Which strategies will we use to reduce the gap or improve the need identified in question 2?</p> <ul style="list-style-type: none"> <li>• Monthly District Office Newsletter to all staff. (Ex. births, deaths, weddings, achievements, other important information)</li> <li>• Building level meeting agendas and minutes sent to building level staff</li> <li>• District level meeting agendas and minutes posted on district website</li> <li>• Conduct transition meetings (Building to building and grade level to grade level, September-October and April-May)</li> <li>• Board action items and consensus items will be sent to staff after each Board meeting</li> </ul>			
<b>DATA ANALYSIS – DATA SOURCES: Identify the Measures That Will Determine the Effectiveness of the Plan</b>			
<b>Data that Identifies Gap:</b>		<b>Beginning Measure/ Date:</b>	<b>Ending Measure/Date:</b>
1. Communication survey		To be determined by survey, May 2015	To be determined by survey, May 2016
<b>Data that Determines if Strategy Was Completed:</b>		<b>Beginning Measure/Date:</b>	<b>Ending Measure/Date:</b>
1. Monthly District Office Newsletter <b>§ Q. 5</b>		A District Office Newsletter does not currently exist, 2014-2015 school year.	To be determined, quarterly, 2015-2016 school year.
2. Report Board action and consensus items to staff after each Board meeting <b>§ Q. 6</b>		This communication does not currently exist, 2014-2015 school year.	To be determined by survey, May 2016
3. Building level meeting agendas and minutes <b>§ Q. 7-10</b>		Agendas and minutes are not regularly shared with staff, 2014-2015 school year.	To be determined, quarterly, 2015-2016 school year.
4. District level meeting agendas and minutes <b>§ Q. 8</b>		Agendas and minutes are not posted on district website, 2014-2015 school year.	To be determined, quarterly, 2015-2016 school year.
			<b>Analysis of Change in Data:</b>

CSI Action Plan Template






<p>5. Transition meetings agendas and minutes <b>SO 15 &amp; 16</b></p>	<p>Transition meetings not regularly scheduled 2014-2015 school year</p>	<p>To be determined, May 2016</p>	
<p>6. Add collaboration time on PD days and once a month during extended professional days <b>SO 3 &amp; 10 &amp; 17</b></p>	<p>Staff indicate that adequate collaboration time does not exist</p>	<p>To be determined, May 2016</p>	
<p><b>Do:</b> Create an action plan based upon Data Analysis - ACTION PLAN #1 (Multiple Check-in Points) <b>What action steps will need to be taken to reach the goal?</b></p>			
<p><b>ACTION STEP</b> What steps will you and your team take?</p>	<p><b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?</p>	<p><b>END DATE</b> When will the work be completed?</p>	<p><b>PERSON(S) RESPONSIBLE</b></p>
<p>1. Create a monthly District Office Newsletter</p>	<p>Newsletters emailed to staff</p>	<p>September, 2015-April 2016</p>	<p>District Administrator/District Administrator Administrative Assistant</p>
<p>2. Report Board action and consensus items to staff after each Board meeting</p>	<p>Email notification to staff</p>	<p>September, 2015-April 2016</p>	<p>District Administrator/District Administrator Administrative Assistant</p>
<p>3. Share building level meeting agendas and minutes</p>	<p>Agendas and minutes emails to staff</p>	<p>September, 2015-April 2016</p>	<p>K-12 Principals</p>
<p>4. Share District level meeting agendas and minutes</p>	<p>District level meeting agendas and minutes posted on website</p>	<p>September, 2015-April 2016</p>	<p>District Administrator, administrative team</p>
<p>5. Schedule transition meetings</p>	<p>Transition meetings scheduled on staff calendars</p>	<p>September, 2015-April 2016</p>	<p>Principals, Director of Student Services</p>

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6. Add collaboration time on PD days and once a month during extended professional days	Collaboration time scheduled on collaboration day agendas	September, 2015-April 2016	District Administrator, administrative team
<b>Study:</b> Analyze Data After Implementing Action Plan Steps To be completed by <b>November</b> .			
MEASURE/INDICATOR (from Do step above)	Evidence of Progress/Effectiveness (include data)		
1.			
2.			
<b>Act: Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date – ACTION PLAN #2</b>			
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>
<b>Study:</b> Analyze Data After Implementing Action Plan Steps To be completed by <b>February</b> .			
MEASURE/INDICATOR (from Act step Plan #2 above)	Evidence of Progress/Effectiveness (include data)		
1.			
2.			
<b>Act: Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date – ACTION PLAN #3</b>			
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>

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Study: Analyze Data After Implementing Action Plan Approach To be completed by <b>May</b> .		
MEASURE/INDICATOR (from Act step Plan #3 above)	Evidence of Progress/Effectiveness (include data)	Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.		
2.		
<b>Act - Year-End Conclusion: At the end of the year, reflect on your progress and determine the focus for the coming year Select the option that this strategic planning team will pursue in 2016-2017 with this strategic focus area</b>		
1.	Year-long target goal <b>has been met</b> and will be changed to a new target goal in the strategic focus area	
2.	Year-long target goal <b>has not been met</b> , but the current plan is effective and will be continued	
3.	Year-long target goal <b>has not been met</b> , but the plan will continue with new strategies applied	
4.	Year-long target goal <b>has not been met</b> and the team will move in a different direction	
5.	Other – please explain in space below	

 <p>Evansville Community School District</p>	<h2>Continuous Improvement Plan 2015-2016</h2>	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div>
<p><b>Priority Area:</b> Technology</p>	<p><b>Strategic Objective</b> To develop PD that is relevant and useful to staff through a variety of resources, training, and support.</p>	<p><b>Strategic Focus:</b> District Professional Development</p>
PLAN: Identify the Data Measures and Performance Gap		
<p><b>Strategic Focus Goal:</b>                  Goal 1: Develop and implement a comprehensive professional development plan that supports staff in integrating best practices in teaching and learning to develop student proficiency in utilizing information literacy and technology.</p> <ul style="list-style-type: none"> <li>• Objective 1.1: Develop a list of professional development knowledge and skills needed by staff.</li> <li>• Objective 1.2: Design multiple vehicles for staff to access information about resources, training, and support for new technologies that improve teaching, learning, and student achievement.</li> <li>• Objective 1.3: Provide professional learning opportunities for technology integrators and staff integrating technology into common core based lessons and lessons that address 21<sup>st</sup> Century Skill development for students.</li> </ul>		
<p><b>Timeline For Completion:</b> Summer of 2015</p>		
<p><b>DATA ANALYSIS – IDENTIFY GAP/NEED:</b> Identify data sources that will be used to assess the impact, fidelity, and completion of the Plan-Do-Study-Act cycle of continuous system improvement for this strategic focus area.</p> <ol style="list-style-type: none"> <li>1. What work has already been completed to meet the long term goal in this strategic focus area? District 3 year technology plan.</li> <li>2. What gaps or needs still exist in this strategic focus area?</li> <li>3. Which data points identify the gaps or needs identified in question 2?</li> <li>4. Which strategy will we use to reduce the gap or improve the need identified in question 2?</li> </ol>		
<p><b>DATA ANALYSIS – DATA SOURCES:</b> Identify the Measures That Will Determine the Effectiveness of the Plan</p>		

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Data that Identifies Gap:	Beginning Measure/ Date:	Ending Measure/Date:	Analysis of Change in Data:
1.			
2.			
Data that Determines if Strategy Was Completed:	Beginning Measure/Date:	Ending Measure/Date:	Analysis of Change in Data:
1.			
2.			
Measures that Determine Fidelity of Strategy Implementation:	Beginning Measure/Date:	Beginning Measure/Date:	Analysis of Change in Data:
1.			
2.			
Measures that Determine if the Goal Was Met:	Beginning Measure/Date:	Beginning Measure/Date:	Analysis of Change in Data:
1.			
2.			
Do. Create an action plan based upon Data/Analysis – ACTION PLAN #1 (Multiple Check-in Points) What action steps will need to be taken to reach the goal?			
ACTION STEP	MEASURE/INDICATOR	END DATE	PERSON(S) RESPONSIBLE
What steps will you and your team take?	What data will be collected? How will you know when the step is completed?	When will the work be completed?	
Identify technology and information literacy training targeted to improved student achievement.	Working document of professional learning components		Director of Instruction; Principals; District LMS Staff; Teacher Leaders
Identify emerging technology that supports the information and technology mission and vision.	Working document of professional learning components		Director of Instruction; Principals; District LMS Staff; Teacher Leaders
Utilize survey results to target and improve the use	Data analysis indicating targeted needs		Director of Instruction; Principals; District LMS Staff; Teacher Leaders








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of currently existing technology resources.					District Information and Technology Team; Teacher Leaders
Develop Tech Wednesdays for 2013-2014	Tech Wednesdays 2014				Director of Instruction; Principals; District LMS Staff; Teacher Leaders
Review and revise Tech Wednesdays for 2015-2016	Tech Wednesdays 2016				Technology Manager; District LMS Staff; Teacher Leaders
Develop a medium for sharing technology tools (e.g. a sharing page)	Sharing Page or Equivalent				
Departments of grade levels work fluidly and dynamically with trainers to determine the technology and information skills and training needed to meet state, national, or CCSS	Curriculum resources; curriculum maps; training				Director of Instruction; Principals; District LMS Staff; Teacher Leaders
CESA2 Technology Training Opportunities for 2015-2016*	Evidence in classroom instructional practices				Director of Instruction; Principals; District LMS Staff; Technology Manager
State Association Conference – Wisconsin Educational Media and Technology Association (WEMTA)*	Evidence in Technology Academy and Tech Wednesdays				Director of Instruction; Principals; District LMS Staff; Technology Manager
<b>Study: Analyze Data After Implementing Action Plan Steps To be completed by November.</b>					
MEASURE/INDICATOR (from Do step above)	Evidence of Progress/Effectiveness (include data)				Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.					
2.					
<b>Action Continues or Reverse Action: Implementation Based Upon Data Analysis for the 2014-2015 School Year = ACTION PLAN #2</b>					
<b>ACTION STEP</b>	<b>MEASURE/INDICATOR</b>	<b>END DATE</b>	<b>PERSON(S) RESPONSIBLE</b>		

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What steps will you and your team take?	What data will be collected? How will you know when the step is completed?	When will the work be completed?	
<b>Study: Analyze Data After Implementing Action Plan Steps To be completed by February.</b>			
MEASURE/INDICATOR (from Act step Plan #2 above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			
2.			
<b>Assess, Compare or Revise Action Implementation Based Upon Data Analysis for the next check-in date - ACTION PLAN #3</b>			
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>
<b>Study: Analyze Data After Implementing Action Plan Approach To be completed by May.</b>			
MEASURE/INDICATOR (from Act step Plan #3 above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			
2.			
<b>Act - Year-End Conclusion: At the end of the year, reflect on your progress and determine the focus for the coming year. Select the action that is strategic planning team will pursue in 2018-2017 with the greatest focus area.</b>			
1.	Year-long target goal has been met and will be changed to a new target goal in the strategic focus area		
2.	Year-long target goal has not been met, but the current plan is effective and will be continued		
3.	Year-long target goal has not been met, but the plan will continue with new strategies applied		
4.	Year-long target goal has not been met and the team will move in a different direction		
5.	Other — please explain in space below		

 <p><b>ECSD</b>                  Evansville Community                  School District</p>	<p style="text-align: center;"><b>Continuous                  Improvement Plan                  2015-2016</b></p>	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div> <p style="text-align: right;"><b>Strategic Focus:</b>                  Security proficient and energy efficient                  District practices</p>
<p><b>PLAN: Identify the Data Measures and Performance Gap</b></p>		
<p><b>Priority Area:</b>                  Facilities and Operations</p>	<p><b>Strategic Objective #5</b>                  The ECSD will provide safe, healthy and efficiently operated schools to ensure the success of all students and accountability for all stakeholders.</p>	<p><b>Strategic Focus:</b>                  Security proficient and energy efficient                  District practices</p>
<p><b>Strategic Focus Goal #1:</b> By 2016, 100% of all employees will understand and practice District-wide safety and security procedures as measured by internal and external audits.</p> <p>Timeline For Completion:</p>		
<p><b>DATA ANALYSIS – IDENTIFY GAP/NEED:</b> Identify data sources that will be used to assess the impact, fidelity, and completion of the Plan-Do-Study-Act cycle of continuous system improvement for this strategic focus area.</p> <ol style="list-style-type: none"> <li>1. What work has already been completed to meet the long term goal in this strategic focus area?                             <ul style="list-style-type: none"> <li>• Security Audit</li> <li>• Survey of administrative assistants</li> <li>• District Safety Committee</li> <li>• District safety manual/flip chart for classrooms</li> <li>• Purchase of 2-way radios</li> <li>• Policies are in place</li> </ul> </li> <li>2. What gaps or needs still exist in this strategic focus area?                             <ul style="list-style-type: none"> <li>• Recommendations from the security audit have not been fully implemented</li> <li>• Safety committee does not meet regularly</li> <li>• District Safety manual is not current, update process in not adequate, staff are not trained on contents</li> <li>• Staff training not complete for flip charts or 2-way radios and radio set-up not ideal</li> <li>• Policies are not followed and are out of date</li> </ul> </li> <li>3. Which data points identify the gaps or needs identified in question 2?</li> </ol>		

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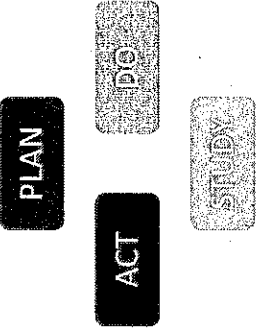
<ul style="list-style-type: none"> <li>• Security audit survey</li> <li>• Administrative Assistant survey data</li> <li>• District safety manual</li> <li>• No data             <ul style="list-style-type: none"> <li>i. Safety Committee meeting info – agendas/minutes</li> <li>ii. Staff training logs</li> </ul> </li> </ul> <p>4. Which strategy will we use to reduce the gap or improve the need identified in question 2?</p> <ul style="list-style-type: none"> <li>• Reconvene the District Safety Committee</li> <li>• Conduct internal/external audits of safety practices</li> <li>• Update Board policies related to safety</li> <li>• Implement staff training.</li> </ul>			
<b>DATA ANALYSIS – DATA SOURCES:</b> Identify the Measures That Will Determine the Effectiveness of the Plan			
Data that Identifies Gap:	Beginning Measure/ Date:	Ending Measure/Date:	Analysis of Change in Data:
1. Security Audit Survey	Data from September, 2013	Annually beginning November 2015	
2. Admin. Asst. Survey	Data from November, 2014	Annually beginning November, 2015	
3. District safety manual	Version of manual dated September, 2014	Annually beginning September 2015	
4.			
Data that Determines if Strategy Was Completed:	Beginning Measure/Date:	Ending Measure/Date:	Analysis of Change in Data:
1. Repeat Security Audit Survey	November 2015	Annually beginning November 2015	
2. Admin. Asst. Survey	Data from November, 2014	Annually beginning November, 2015	
3. District safety manual	Version of manual dated September, 2014	Annually beginning September 2015	
4. Safety Committee Meeting Agendas/Minutes	September, 2014	Annually beginning September 2015	
Measures that Determine if the Goal Was Met:	Beginning Measure/Date:	Ending Measure/Date:	Analysis of Change in Data:

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1.					
2.					
<p><b>Do:</b> Create an action plan based upon Data Analysis – <b>ACTION PLAN #1</b> (Multiple Check-In Points)          What action steps will need to be taken to reach the goal?</p>					
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>		
Reconvene the Safety Committee	Agendas/Minutes	Ongoing	Shulta/Roth		
Research better method to update the District Safety Manual	Updated published safety manual	Annually beginning September, 2015	Safety Committee		
Policy review	Current review dates listed on policies	September, 2015	Safety Committee		
Develop safety training sessions for all staff	Training schedule and attendance logs	Ongoing	Safety Committee/Administrators		
<b>Study:</b> Analyze Data After Implementing Action Plan Steps To be completed by <b>November</b> .					
<b>MEASURE/INDICATOR</b> (from Do step above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)		
1.					
2.					
<p><b>Act:</b> Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date – <b>ACTION PLAN #2</b></p>					
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>		
<b>Study:</b> Analyze Data After Implementing Action Plan Steps To be completed by <b>February</b> .					
<b>MEASURE/INDICATOR</b>	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence		

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(from Act step Plan #2 above)				(Describe why this evidence shows the action step was effective)
1.				
2.				
<b>Act - Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date = ACTION PLAN #3</b>				
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>	
<b>Study: Analyze Data After Implementing Action Plan Approach</b> To be completed by <b>May</b> .				
<b>MEASURE/INDICATOR</b> (from Act step Plan #3 above)	Evidence of Progress/Effectiveness (include data)			<b>Analysis of Evidence</b> (Describe why this evidence shows the action step was effective)
1.				
2.				
<b>Act - Year-End Conclusion: At the end of the year, reflect on your progress and determine the focus for the coming year. Select the option that this strategic planning team will pursue in 2016-2017 with this strategic focus area</b>				
1.	Year-long target goal <b>has been met</b> and will be changed to a new target goal in the strategic focus area			
2.	Year-long target goal <b>has not been met</b> , but the current plan is effective and will be continued			
3.	Year-long target goal <b>has not been met</b> , but the plan will continue with new strategies applied			
4.	Year-long target goal <b>has not been met</b> and the team will move in a different direction			
5.	Other – please explain in space below			

 <p><b>Evansville Community School District</b></p>	<h2 style="text-align: center;">Continuous Improvement Plan 2015-2016</h2>	 <p><b>Strategic Focus:</b> Security proficient and energy efficient District practices</p>
<p><b>Priority Area:</b> Facilities and Operations</p> <p><b>Strategic Objective #5</b> The ECSD will provide safe, healthy and efficiently operated schools to ensure the success of all students and accountability for all stakeholders.</p> <p><b>Strategic Focus Goal #2:</b> By 2016, reduce District-wide energy consumption by 10% as measured by an industry accepted energy metric.</p> <p><b>Timeline For Completion:</b></p>		
<p><b>DATA ANALYSIS – IDENTIFY GAP/NEED:</b> Identify data sources that will be used to assess the impact, fidelity, and completion of the Plan-Do-Study-Act cycle of continuous system improvement for this strategic focus area.</p> <ol style="list-style-type: none"> <li>What work has already been completed to meet the long term goal in this strategic focus area?             <ul style="list-style-type: none"> <li>HS PAC lighting has been upgraded to LED</li> <li>Lighting has been upgraded to more efficient bulbs in some areas of the District</li> <li>Computer program to turn-off computers after hours</li> <li>BOE Policy 733 and Energy Conservation Administrative Rule 733.1</li> <li>Occupancy sensors have been installed in some areas of the District</li> <li>BOE approved study of the HS geothermal system</li> <li>Utility consumption data has been reviewed and is entered in Energystar.gov website</li> </ul> </li> <li>What gaps or needs still exist in this strategic focus area?             <ul style="list-style-type: none"> <li>Energystar.gov info on website needs to be updated</li> <li>Utility consumption is not benchmarked with comparable buildings</li> <li>BOE Policy and Administrative Rule is not being followed</li> <li>Capital projects identified by the District do not include any energy saving projects</li> </ul> </li> <li>Which data points identify the gaps or needs identified in question 2?             <ul style="list-style-type: none"> <li>District Energy Star score as listed on the energystar.gov website</li> </ul> </li> </ol>		

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<ul style="list-style-type: none"> <li>District gross energy consumption per square foot as compared to comparable buildings</li> <li>Internal audit of compliance to BOE policy 773 and Administrative Rule 733.1</li> <li>District capital projects plan</li> </ul>			
<p>4. Which strategy will we use to reduce the gap or improve the need identified in question 2?</p> <ul style="list-style-type: none"> <li>Review Policy 733 and 733.1 and revise if necessary</li> <li>Conduct internal audits of policy 733 and 733.1</li> <li>Staff training of Policy 733 and 733.1</li> <li>Measure energy usage of additional devices/equipment to track energy increases</li> <li>Include energy project(s) when determining the capital projects budget each year</li> <li>Consider building competitions to promote energy awareness/conservation</li> </ul>			
<p><b>DATA ANALYSIS – DATA SOURCES: Identify the Measures That Will Determine the Effectiveness of the Plan</b></p>			
Data that Identifies Gap:	Beginning Measure/ Date:	Ending Measure/Date:	Analysis of Change in Data:
1. Employee survey to gage employee knowledge of energy usage/knowledge	May 2015	September 2015	
2. Energystar.gov score	May 2015	April 2017	
3. District gross energy usage per square foot	May 2015	April 2017	
Data that Determines if Strategy Was Completed:	Beginning Measure/Date:	Ending Measure/Date:	Analysis of Change in Data:
1. Repeat employee survey	May 2016	June 2016	
2. Energystar.gov score	May 2016	April 2017	
3. District gross energy usage per square foot	May 2016	April 2017	
Measures that Determine if the Goal Was Met:	Beginning Measure/Date:	Ending Measure/Date:	Analysis of Change in Data:
1. Gross energy usage	May 2015	April 2017	
2. Energy Star score	May 2015	April 2017	
<p><b>Do:</b> Create an action plan based upon Data Analysis – ACTION PLAN #1 (Multiple Check-in Points)                  What action steps will need to be taken to reach the goal?</p>			
<b>ACTION STEP</b>	<b>MEASURE/INDICATOR</b> What data will be collected?	<b>END DATE</b>	<b>PERSON(S) RESPONSIBLE</b>








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What steps will you and your team take?	How will you know when the step is completed?	When will the work be completed?	
Review/revision of Policy 733 and 733.1	BOE Agendas/Minutes	December, 2015	Policy Committee
Update all District information on energystar.gov	Reports from energystar.gov	Ongoing	B&G Director
Investigate possible energy savings upgrades to add to capital projects list	Consult with local utility staff and energy consultants – BOE AgendasMinutes	Ongoing	B&G Director
Develop training sessions for all staff to change behavior regarding energy usage and policy compliance	Training schedule and attendance logs	Ongoing	Administrators
<b>Study:</b> Analyze Data After Implementing Action Plan Steps To be completed by <b>November</b> .			
MEASURE/INDICATOR (from Do step above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			
2.			
<b>Act: Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date – ACTION PLAN #2</b>			
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>
<b>Study:</b> Analyze Data After Implementing Action Plan Steps To be completed by <b>February</b> .			
MEASURE/INDICATOR (from Act step Plan #2 above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			

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2.		<b>Adv. Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date = ACTION PLAN #3</b>	
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>
<b>Study:</b> Analyze Data After Implementing Action Plan Approach To be completed by <b>May</b> .			
<b>MEASURE/INDICATOR</b> (from Act step Plan #3 above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			
2.			
<b>Act - Year-End Conclusion: At the end of the year, reflect on your progress and determine the focus for the coming year. Select the option that this strategic planning team will pursue in 2016-2017 with this strategic focus area</b>			
1.	Year-long target goal <b>has been met</b> and will be changed to a new target goal in the strategic focus area		
2.	Year-long target goal <b>has not been met</b> , but the current plan is effective and will be continued		
3.	Year-long target goal <b>has not been met</b> , but the plan will continue with new strategies applied		
4.	Year-long target goal <b>has not been met</b> and the team will move in a different direction		
5.	Other – please explain in space below		

 Evansville Community School District	<h2>Continuous Improvement Plan 2015-2016</h2>	   
Priority Area: <u>Climate &amp; Culture</u>	Strategic Objective <u>The ECSD is committed to working as a team to ensure a safe, respectful, nurturing, and invigorating environment where learning is a shared responsibility.</u>	Strategic Focus: <u>Specific Building of each employee &amp; overall district.</u>
<b>PLAN: Identify the Data Measures and Performance Gap</b>		
Strategic Focus Goal: By May 2016 the individual building and overall district climate will each increase by 1 point on the ECSD climate survey.		
Timeline For Completion: One year		
<b>DATA ANALYSIS – IDENTIFY GAP/NEED:</b> Identify data sources that will be used to assess the impact, fidelity, and completion of the Plan-Do-Study-Act cycle of continuous system improvement for this strategic focus area. <ol style="list-style-type: none"> <li>1. What work has already been completed to meet the long term goal in this strategic focus area?                         <ul style="list-style-type: none"> <li>* We completed a survey to acquire our baseline in November of 2014</li> </ul> </li> <li>2. What gaps or needs still exist in this strategic focus area?</li> <li>3. Which data points identify the gaps or needs identified in question 2?</li> <li>4. Which strategy will we use to reduce the gap or improve the need identified in question 2?</li> </ol>		
<b>DATA ANALYSIS – DATA SOURCES:</b> Identify the Measures That Will Determine the Effectiveness of the Plan		
Data that Identifies Gap:	Beginning Measure/ Date:	Ending Measure/Date:
1. ECSD buildings	5.35/Nov ' 14	Analysis of Change in Data:
2. ECSD District	4.82/Nov ' 14	Analysis of Change in Data:
Data that Determines if Strategy Was Completed:	Beginning Measure/Date:	Ending Measure/Date:
1.		
2.		

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Measures that Determine Fidelity of Strategy Implementation:	Beginning Measure/Date:	Beginning Measure/Date:	Beginning Measure/Date:	Analysis of Change in Data:
1.				
2.				
Measures that Determine if the Goal Was Met:	Beginning Measure/Date:	Beginning Measure/Date:	Beginning Measure/Date:	Analysis of Change in Data:
1.				
2.				
<b>Do:</b> Create an action plan based upon Data Analysis — ACTION PLAN #1 (Multiple Check-Off Points) What action steps will need to be taken to reach the goal?				
<b>ACTION STEP</b>	<b>MEASURE/INDICATOR</b>	<b>END DATE</b>	<b>PERSON(S) RESPONSIBLE</b>	
What steps will you and your team take?	What data will be collected? How will you know when the step is completed?	When will the work be completed?		
Survey staff to peak interest in things that are desirable for them	The survey will have a deadline	February 18, 2015	Scott Everson	
Contact local vendors for various school district clothing and apparel options	Contact initiated and completed	April 30, 2015	Scott Everson, Amanda Koenecke, and Deb Miller	
Delegate community members to act as building liaisons	Liaisons are identified and determined	April 30, 2015	Scott Everson & Amanda Koenecke	
Create building "Co-worker compliments and kudos" box for each building	Boxes are created	April 30, 2015	Scott Everson & Amanda Koenecke	
<b>Study:</b> Analyze Data After Implementing Action Plan Steps				
To be completed by <b>November</b> .				
<b>MEASURE/INDICATOR</b> (from Do step above)	Evidence of Progress/Effectiveness (include data)			Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.				

CSI Action Plan Template

2.			
<b>Act - Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date - ACTION PLAN #2</b>			
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>
<b>Study: Analyze Data After Implementing Action Plan Steps To be completed by February.</b>			
<b>MEASURE/INDICATOR</b> (from Act step Plan #2 above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			
2.			
<b>Act - Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date - ACTION PLAN #3</b>			
<b>ACTION STEP</b> What steps will you and your team take?	<b>MEASURE/INDICATOR</b> What data will be collected? How will you know when the step is completed?	<b>END DATE</b> When will the work be completed?	<b>PERSON(S) RESPONSIBLE</b>
<b>Study: Analyze Data After Implementing Action Plan Approach To be completed by May.</b>			
<b>MEASURE/INDICATOR</b> (from Act step Plan #3 above)	Evidence of Progress/Effectiveness (include data)		Analysis of Evidence (Describe why this evidence shows the action step was effective)
1.			
2.			
<b>Act - Year-End Conclusion: At the end of the year, reflect on your progress and determine the focus for the coming year. Select the option that this strategic planning team will pursue in 2016-2017 with this strategic focus area.</b>			
1.	Year-long target goal has been met and will be changed to a new target goal in the strategic focus area		
2.	Year-long target goal has not been met, but the current plan is effective and will be continued		
3.	Year-long target goal has not been met, but the plan will continue with new strategies applied		

CSI Action Plan Template

4.	Year-long target goal has not been met and the team will move in a different direction
5.	Other -- please explain in space below

**RESOLUTION AUTHORIZING TEMPORARY BORROWING  
IN AN AMOUNT NOT TO EXCEED \$5,000,000;  
ISSUANCE OF TAX AND REVENUE  
ANTICIPATION PROMISSORY NOTES;  
AND PARTICIPATION IN THE PMA LEVY AND  
AID ANTICIPATION NOTES PROGRAM**

WHEREAS, the Evansville Community School District, Dane, Green and Rock Counties, Wisconsin (the "District"), is temporarily in need of funds in the amount not to exceed \$5,000,000 to meet the immediate expenses of operating and maintaining the public instruction in the District during the current school year and in anticipation of taxes, state aids, income, revenue, cash receipts and other monies to be received by the District for the current school year;

WHEREAS, school districts are authorized by the provisions of Section 67.12(8)(a)1, Wisconsin Statutes, to borrow money and issue tax and revenue anticipation promissory notes for such public purposes;

WHEREAS, the School Board deems it necessary and in the best interest of the District that funds be borrowed and tax and revenue anticipation promissory notes be issued pursuant to the provisions of Section 67.12(8)(a)1, Wisconsin Statutes;

WHEREAS, in accordance with Section 67.12(8)(a)1, Wisconsin Statutes, the total amount borrowed shall be for the purpose of meeting the immediate expenses of operating and maintaining the public instruction in the District during the current school year, shall not exceed one-half of the estimated receipts for the operation and maintenance of the District for the current school year as heretofore certified by the District Clerk, and the loan shall not extend beyond November 1 of the next school year;

WHEREAS, prior to the issuance of its tax and revenue anticipation promissory notes, the District will have voted the tax for the operation and maintenance of the schools of the District for the current school year to be collected on the next tax roll;

WHEREAS, to the best of the knowledge, information and belief of the School Board, the District complies with the revenue limits set forth in Sections 121.91 and 121.92, Wisconsin Statutes;

WHEREAS, Section 66.0301(2), Wisconsin Statutes authorizes any municipality, including a school district, to contract with other municipalities for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law;

WHEREAS, the School Board hereby finds and determines that it is in the best interests of the District to participate in the PMA Levy and Aid Anticipation Notes Program (the "Program"), the terms and provisions of which are described in the Master Indenture of Trust (the "Master Indenture"), and a Supplemental Indenture of Trust (the "Supplemental Indenture") to be entered into with a trustee to be named in the Approving Certificate (defined below) (the "Trustee") (collectively, the Master Indenture and the Supplemental Indenture shall be referred to as the "Indenture"); and

WHEREAS, under the Program, participating school districts will issue one or more series of tax and revenue anticipation promissory notes. Said notes may be grouped with a related series of notes of the District and will underlie corresponding series of note participations (the "Participations", and each

series a "Series of Participations") that will be issued under the Master Indenture and a separate Supplemental Indenture relating to each Series of Participations.

NOW, THEREFORE, BE IT RESOLVED by the School Board of the District that:

1. **Authorization.** For the purpose of meeting the immediate expenses of operating and maintaining the public instruction of the District during the current school year and in anticipation of taxes, state aids, income, revenue, cash receipts and other monies to be received by the District in its general fund for the current school year, there shall be borrowed, pursuant to Section 67.12(8)(a)1, Wisconsin Statutes, an aggregate principal sum not to exceed \$5,000,000 ("Maximum Amount").

2. **Terms of the Notes.** To evidence such borrowing, the District President and District Clerk are hereby authorized, empowered and directed to make, execute, issue, sell and deliver to the Trustee, for and on behalf of the District, its Tax and Revenue Anticipation Promissory Notes (collectively, the "Notes") payable to the Trustee or its designee, in one or more series, in substantially the form attached hereto as Appendix A-1.

The Notes shall be issued in the District's name, in one or more series, pursuant to the terms stated in the Master Indenture and a related Supplemental Indenture. The aggregate sum of the District's Notes shall not exceed the Maximum Amount.

Each series of Notes may be issued in conjunction and grouped with the notes of one or more other school districts participating in the Program to underlie a Series of Participations. In all cases, the obligation of the District to make payments on or in respect to its Notes is a several and not a joint obligation of the District and is strictly limited to the District's repayment obligation for its Notes under this Resolution.

The Notes shall be dated as of their date of issuance; shall bear interest from their dated date until paid; and shall mature on or before October 21, 2016. Interest on the Notes shall be paid at maturity. The Notes shall bear interest at a rate per annum such that the net interest cost of the Notes shall not exceed 2.00%.

3. **Redemption Provisions.** The Notes are not subject to optional redemption.

4. **Sale of Note; Execution of Note Purchase Agreement and Approving Certificate.** The Business Manager of the District (the "Financial Officer") or, in the absence of the Financial Officer, the President or Clerk of the District or those authorized by law to act on their behalf (the "District Officer") are hereby authorized and directed to negotiate, on behalf of the District, with the purchaser of the Notes (the "Underwriter"), in its capacity as Underwriter and PMA Securities, Inc., in its capacity as administrative agent for the District under the Program ("Administrative Agent"), an amount, interest rate, and maturity date for each series of Notes issued under the Program and other matters related to the financing, subject to the limitations provided herein or in the Master Indenture.

The difference between the issue price of the Notes and the purchase price to be paid to the District (which amount constitutes compensation paid to the Underwriter) shall not exceed \$5 for every \$1,000 of principal amount of Notes issued.



This School Board authorizes and directs the Financial Officer or District Officer to execute and deliver, in the name and on behalf of the District, an Approving Certificate in substantially the form attached hereto as Appendix B-1 (the "Approving Certificate") and a separate note purchase agreement for each series of Notes.

The execution of the Approving Certificate and the note purchase agreement by the Financial Officer or the District Officer shall constitute and evidence full approval by the School Board of such documents.

5. **Program Approval; Execution of Supplemental Indenture.** The form of Master Indenture and a form of Supplemental Indenture presented at this meeting are hereby acknowledged.

The District Officer, or the Administrative Agent on behalf of the District, are hereby authorized and directed to execute, deliver and enter in to, in the name and on behalf of the District, the Master Indenture and any Supplemental Indenture with respect to each Series of Participations that the Notes underlie with a trustee named in the Approving Certificate. The Master Indenture and each Supplemental Indenture shall be in substantially the forms presented to this meeting, with such changes not inconsistent with this Resolution as the District Officer shall approve. The execution of the Master Indenture and any Supplemental Indenture by the District Officer or the Administrative Agent (as modified by such officers or agent prior to execution) shall constitute and evidence full approval by the School Board of such documents.

6. **Disposition of Proceeds of Notes.** The proceeds of the Notes (the "Note Proceeds") shall be applied as described in the Master Indenture and the related Supplemental Indenture for the Series of Participations that the Notes underlie.

The Note Proceeds shall be deposited into the District's Proceeds Subaccount and a subaccount of the Cost of Issuance Fund, established by the Trustee for each Series of Participations that the Notes underlie pursuant to the Master Indenture and in amounts determined by the Administrative Agent. Amounts on deposit in the Costs of Issuance Fund shall be expended as determined by the Administrative Agent and in accordance with the terms of the Master Indenture and related Supplemental Indenture. Amounts on deposit in the Proceeds Subaccount shall be used as set forth in the Master Indenture and related Supplemental Indenture. The Proceeds Subaccount and the subaccount of the Costs of Issuance Fund are deemed to be the "borrowed money fund" for the Notes for purposes of Section 67.10(3), Wisconsin Statutes.

The Note shall be used solely for the purposes for which borrowed (or for the payment of the principal of and/or interest on the Notes). Note Proceeds may be temporarily invested in legal investments until needed.

7. **Arbitrage Covenant.** The Note Proceeds shall be used solely for the purposes for which borrowed (or for the payment of the principal of and/or interest on the Notes). Note Proceeds may be temporarily invested in legal investments until needed, provided, however, that the District hereby covenants and agrees that so long as the Notes remain outstanding, the Note Proceeds will not be used or invested in a manner which would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable income tax regulations promulgated thereunder (the "Regulations").

The District Clerk, or other officer of the District charged with the responsibility for issuing the Notes, shall provide the appropriate certificate of the District, for inclusion in the transcript of proceedings, setting forth the reasonable expectations of the District regarding the amount and use of the Note Proceeds and the facts and estimates on which such expectations are based, all as of the date of delivery and payment for the Notes (the "Closing").

8. **Additional Tax Covenants.** The District hereby further covenants and agrees that it will take all necessary steps and perform all obligations required by the Code and the Regulations (whether prior to or subsequent to the Closing) to assure that the Notes are obligations described in Section 103(a) of the Code, the interest on which is excludable from gross income for federal income tax purposes, throughout their term. The District Clerk or other officer of the District charged with the responsibility for issuing the Notes, shall provide an appropriate certificate of the District, for inclusion in the transcript of proceedings, as of the date of the Closing certifying that it can and covenanting that it will comply with the provisions of the Code and the Regulations. Such certificate shall set forth certain facts regarding the use of the Note Proceeds to establish that the Notes will not constitute "private activity bonds" as defined in Section 141 of the Code and state other facts necessary to establish that the Notes are obligations described in Section 103(a) of the Code, the interest on which is excludable from gross income for federal income tax purposes.

If the District does not qualify for any exemption from the rebate requirements of the Code, the District hereby covenants and agrees that there shall be paid from time to time all amounts to be rebated to the United States pursuant to Section 148(f) of the Code and any applicable Regulations.

It is the intent of the District to take all reasonable and lawful actions to comply with any new tax laws enacted so that the Notes will continue to be obligations described in Section 103(a) of the Code, the interest on which is excludable from gross income for federal income tax purposes.

9. **Irrepealable Tax; Segregated Fund; Compliance With Revenue Limits.** The Notes shall not be issued until the tax for operating and maintaining the schools operated by the District for the current school year has been voted to be collected on the next tax roll. So long as the Notes, or interest thereon, remain unpaid, the aforesaid tax for operation and maintenance of the District (including the amount budgeted to pay interest on the Notes) shall be and continues to be irrepealable. The District shall segregate in a special fund (hereinafter called the "Debt Service Fund"), tax monies and other available revenues received for operation and maintenance of the District sufficient to pay the principal of and interest on the Notes, at the times and in the amounts provided in the Approving Certificate. The Debt Service Fund shall be used for the sole purpose of paying the principal of and interest on the Notes. Any accrued interest received at the time of delivery of any Notes shall be paid over to the Debt Service Fund. If there shall be insufficient sums in the Debt Service Fund to meet such payments, the District shall promptly pay the same when due from other monies available in or attributable to the current school year. This covenant specifically includes monies (for example, deferred tax and state aid payments) attributable to the current school year which are not received prior to the end of the current school year. The District complies with and covenants to continue to comply with the revenue limits set forth in Sections 121.91 and 121.92, Wisconsin Statutes.

10. **Impoundment Date.** The District agrees to the establishment and maintenance of the Payment Account as a special fund of the District related to the Notes (the "Payment Account") by the Trustee under the Master Indenture as the responsible agent to maintain such fund until the payment of the

principal of the Notes and the interest thereon. Prior to the maturity of each Note, on a date set forth in the Supplemental Indenture (the "Impoundment Date"), the District agrees to cause to be deposited directly in a subaccount of the Payment Account relating to each series of Notes an amount sufficient to pay all of the principal of and interest due with respect to each Note at maturity. The Administrative Agent, on behalf of the District, is authorized to approve the determination of the Impoundment Date.

In the event that on the Impoundment Date the District has not received sufficient unrestricted revenues to permit the deposit into the Payment Account of the full amount due, then the amount of any deficiency shall be satisfied and made up from any other monies of the District lawfully available for the payment of the principal of the series of Notes and the interest thereon, as and when such other monies are received or are otherwise legally available, in the following order of priority: *first*, to satisfy any deficiency attributable to the first series of Notes issued; and *second*, to satisfy any deficiency attributable to the second series of Notes issued, if any. As used in this Resolution, the term "unrestricted revenues" shall mean all taxes, state aids, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts, and other monies, intended as receipts for the general fund of the District attributable to the current school year and which are generally available for the payment of current expenses and other obligations of the District.

11. **Execution of the Notes; Authentication; Appointment of Acting Officers.** The Notes shall be executed on behalf of the District by the District President and District Clerk, or others authorized under Section 120.05, Wisconsin Statutes and herein to sign on their behalf, sealed with its official or corporate seal, if any, and delivered to the Trustee upon payment to the District of the purchase price thereof, plus any accrued interest to the Closing. Either or both of the signatures of the officers may be imprinted on the Notes in lieu of the manual signature of such officer, so long as the Trustee authenticates the Notes. In the event that any of the officers whose signatures appear on the Notes shall cease to be such officers before the delivery of the Notes, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until such delivery. In accordance with Section 120.05(3), Wisconsin Statutes, the School Board hereby appoints any one of its members to discharge the duties of the District Clerk as Acting District Clerk in connection with the issuance of the Notes in the event the District Clerk is unable to discharge such duties due to disability or absence.

12. **Trustee.** Pursuant to the Approving Certificate, the Financial Officer or the District Officer shall appoint the Trustee that will serve as trustee under the Master Indenture and each Supplemental Indenture and as fiscal agent, paying agent, registrar, and authenticating agent for the Notes.

The District directs and authorizes the payment by the Trustee of the interest on and principal of any and all Notes when such become due and payable, from the Payment Account held by the Trustee in the name of the District in the manner set forth in the Master Indenture. The District hereby covenants to deposit funds in such account and fund subaccount, as applicable, at the time and in the amount specified herein to provide sufficient monies to pay the principal of and interest on any and all Notes on the day or days on which they mature. Payment of any and all Notes shall be in accordance with the terms of the applicable series of Notes and this Resolution.

The District further agrees to indemnify, to the extent permitted by law and without making any representation as to the enforceability of this covenant, and save the Trustee, its directors, officers, employees, and agents harmless against any liabilities which it may incur in the exercise and performance of its powers and duties under the Master Indenture and any Supplemental Indenture, including but not

limited to, costs and expenses incurred in defending against any claim or liability, which are not due to its negligence or default.

13. **Representations and Covenants; Events of Default.** The District makes the representations and covenants set forth in the Master Indenture. The District acknowledges, approves, and confirms the Events of Default and the remedies therefore as described in the Master Indenture.

14. **Deposit of Notes; Registration and Transfer.** The Notes shall be issued and deposited with the Trustee and shall be registered and transferred as provided in the Master Indenture.

15. **Sale of Participations.** Each Series of Participations shall be sold to the Underwriter, in accordance with the terms of the note purchase agreement relating to the series of Notes that underlie said Series of Participations.

16. **Official Statement.** The District authorizes and approves the use of District information pertinent to the Program, as provided by the District to the Administrative Agent, the Underwriter and any disclosure counsel, in each offering document prepared by the Administrative Agent and distributed by the Underwriter in connection with the sale and issuance of each Series of Participations. The Financial Officer or District Officer are hereby authorized to approve the Preliminary Official Statement with respect to the Participations and deem the Preliminary Official Statement "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by the Financial Officer and/or Business Officer or other officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with the delivery of the Notes, the appropriate District official shall certify the Preliminary Official Statement and any addenda or Final Official Statement. The District Clerk shall cause copies of the Preliminary Official Statement and any addenda or Final Official Statement to be distributed to the Underwriter.

17. **Undertaking to Provide Continuing Disclosure.** If required under the Rule, this Section constitutes the written undertaking required by the Rule. If required under the Rule, this undertaking is intended for the benefit of the holders of the Notes and shall be enforceable by the Trustee on behalf of such holders (provided that the holders' and Trustee's right to enforce the provisions of this undertaking shall be limited to a right to obtain specific performance of the District's obligations hereunder and any failure by the District to comply with the provisions of this undertaking shall not be an event of default with respect to the Notes). Capitalized terms used in this Section and not otherwise defined in this Resolution shall have the meanings assigned such terms in Appendix C-1.

If required under the Rule, the District undertakes to provide Material Event Notices as provided in this Section. If a Material Event occurs while any Notes are outstanding, the District shall provide or cause to be provided a Material Event Notice in a timely manner not in excess of 10 business days to the MSRB through the Electronic Municipal Market Access System available at [www.emma.msrb.org](http://www.emma.msrb.org) in an electronic format prescribed by the MSRB. Each Material Event Notice shall be so captioned and shall prominently state the date, title and CUSIP numbers of the Notes. Unless otherwise required by law and subject to technical and economic feasibility, the District shall employ such methods of information transmission as shall be requested or recommended by the designated recipients of the District's information.

The District's continuing obligation hereunder to provide Material Event Notices shall terminate immediately once the Notes no longer are outstanding. This Section, or any provision hereof, shall be null and void in the event that the District delivers to the MSRB an opinion of nationally recognized bond counsel to the effect that those portions of the Rule which require this Section, or any such provision, are invalid, have been repealed retroactively or otherwise do not apply to the Notes. This Section may be amended without the consent of the Noteholders, but only upon the delivery by the District to the MSRB of the proposed amendment and an opinion of nationally recognized bond counsel to the effect that such amendment, and giving effect thereto, will not adversely affect the compliance of this Section and by the District with the Rule.

18. **Approval of Actions; Administrative Agent.** All actions previously taken by the officers and agents of the District or this School Board with respect to the sale and issuance of the Notes and participation in the Program are hereby approved, confirmed, and ratified. The officers and agents of the District are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things, take any and all actions, and execute any and all certificates, agreements, and other documents which any of them may deem necessary or advisable to consummate the lawful issuance and delivery of the Notes, or the related transactions, in accordance with this Resolution.

The District hereby authorizes, approves, and directs the Administrative Agent to do any and all things, take any and all actions, and execute any and all certificates, agreements, or other Program documents on behalf of the District as may be directed under the Master Indenture, a Supplemental Indenture, or any other Program documents.

19. **Conflicting Resolutions; Severability; Effective Date.** All prior resolutions, rules or other actions of the School Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted by a recorded roll call vote of \_\_\_\_ ayes and \_\_\_\_ nays on July 15, 2015.

By: \_\_\_\_\_  
District President

And: \_\_\_\_\_  
District Clerk

APPENDIX A-1

Form of Note

R-\_\_\_\_

\$\_\_\_\_\_

EVANSVILLE COMMUNITY SCHOOL DISTRICT  
DANE, GREEN AND ROCK COUNTIES, WISCONSIN

TAX AND REVENUE ANTICIPATION PROMISSORY NOTE

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Original Issue Date</u>	<u>Impoundment Date</u>
_____%	_____	_____	_____, 20__

REGISTERED OWNER: U.S. Bank National Association, as trustee

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS  
(\$\_\_\_\_\_)

FOR VALUE RECEIVED, the District designated above (the "District"), acknowledges itself to owe and promises to pay to the registered owner identified above, or registered assigns, on the Maturity Date set forth above, the Principal Amount specified above in lawful money of the United States of America, together with interest thereon from the Original Issue Date at the Interest Rate per annum specified above. The principal of and interest on this Note are to be paid upon surrender hereof at the principal corporate trust operations office of U.S. Bank National Association or its successor in trust (the "Trustee") pursuant to a Master Indenture of Trust (the "Master Indenture") and a Supplemental Indenture of Trust (the "Supplemental Indenture") (collectively, the Master Indenture and Supplemental Indenture shall be referred to as the "Indenture"). Interest shall be calculated on the basis of a 360-day year, consisting of twelve 30-day months, in like lawful money from the date hereof until the Maturity Date specified above, and if funds are not provided for payment on the Maturity Date, funds shall be provided thereafter on the basis of a 360-day year for actual days elapsed until payment in full of said Principal Amount. Both the principal of and interest on this Note shall be payable only to the registered owner hereof upon surrender of this Note as the same shall fall due; *provided, however*, that no interest shall be payable for any period after the Maturity Date during which the owner hereof fails to properly present this Note for payment. If the District fails to pay this Note when due, including the interest component of this Note on the date of such payment, this Note shall become a Defaulted Note (as defined and with consequences set forth in the Indenture).

The Note is not subject to optional redemption prior to maturity.

It is hereby certified, recited, and declared that this Note (the "Note") is one of an issue of Notes aggregating the principal amount of \$\_\_\_\_\_, all of which are of like tenor, except as to denomination, interest rate and maturity date, authorized, executed, and delivered pursuant to and by authority of a resolution of the governing body of the District duly adopted heretofore, under and by authority of Section 67.12(8)(a)1, Wisconsin Statutes (the "Note Resolution"), to all of the provisions and limitations of which the owner of this Note, by acceptance hereof, assents and agrees.

The District has voted an irrevocable tax for operating and maintaining the schools. As security for the payment of the principal of and interest on the Note, the District shall segregate in a special fund such tax monies and other available revenues received for operation and maintenance of the District sufficient to pay the principal of and interest on the Notes. Said special fund shall be used for the sole purpose of paying the principal of and interest on the Note.

This Note is transferable, as provided by the Note Resolution, only upon the books of the District kept at the office of the Trustee, by the registered owner hereof in person or by its duly authorized attorney, upon surrender of this Note for transfer at the office of the Trustee, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Trustee duly executed by the registered owner hereof or its duly authorized attorney, and upon payment of any tax, fee, or other governmental charge required to be paid with respect to such transfer, a fully registered Note will be issued to the designated transferee or transferees.

The District and the Trustee may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and the District and the Trustee shall not be affected by any notice to the contrary.

This Note shall not be valid or become obligatory for any purpose until the Certificate of Authentication and Registration hereon shall have been signed by the Trustee.

It is hereby certified that all of the conditions, things, and acts required to exist, to have happened, and to have been performed precedent to and in the issuance of this Note do exist, have happened, and have been performed in due time, form, and manner as required by the Constitution and statutes of the State of Wisconsin and that the amount of this Note, together with all other indebtedness of the District, does not exceed any limit prescribed by the Constitution or statutes of the State of Wisconsin.

IN WITNESS WHEREOF, the governing body of the District has caused this Note to be executed by the manual or facsimile signature of its President, countersigned by the manual or facsimile signature of its Clerk, and sealed with its corporate seal (or a facsimile thereof), if any, all as of the date of authentication set forth below.

EVANSVILLE COMMUNITY SCHOOL  
DISTRICT,  
DANE, GREEN AND ROCK COUNTIES,  
WISCONSIN

By \_\_\_\_\_  
District President

By \_\_\_\_\_  
District Clerk



**CERTIFICATE OF AUTHENTICATION AND REGISTRATION**

This Note is the Note mentioned in the within-mentioned Note Resolution authenticated on the following date:

Authentication Date: \_\_\_\_\_.

\_\_\_\_\_  
as Trustee

By \_\_\_\_\_  
Authorized Signatory

## ASSIGNMENT

For Value Received, the undersigned, \_\_\_\_\_, hereby sells, assigns and transfers unto \_\_\_\_\_ (Tax Identification or Social Security No. \_\_\_\_\_) the within Note and all rights thereunder, and hereby irrevocably constitutes and appoints \_\_\_\_\_ attorney to transfer the within Note on the books kept for registration thereof, with full power of substitution in the premises.

Date: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

### Signature Guaranteed

NOTICE: Signatures must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in the Securities Transfer Association Medallion Program ("STAMP") or such other "signature guarantee program" as may be determined by the Registrar in addition to, or in substitution for, STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

NOTE: The signature to this assignment must correspond with the name as written on the face of the within Note in every particular, without alteration or enlargement or change whatsoever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of such person's authority to act must accompany this Note.

## APPENDIX B-1

### CERTIFICATE APPROVING DETAILS OF TAX AND REVENUE ANTICIPATION PROMISSORY NOTES

The undersigned hereby certifies that:

1. On July 15, 2015, the Evansville Community School District (the "District") adopted a resolution (the "Resolution") authorizing the issuance and sale up to \$5,000,000 Tax and Revenue Anticipation Promissory Notes of the District (the "Notes") upon certain terms and conditions, subject to my approval.

2. On the date hereof, \_\_\_\_\_ (the "Underwriter") offered to purchase the Notes in accordance with the terms set forth in the attached Note Purchase Agreement between the District and the Underwriter (the "Agreement"). The Notes shall be issued in the aggregate principal amount of \$\_\_\_\_\_ which is not more than \$5,000,000 as provided in the Resolution, and shall mature on \_\_\_\_\_ and \_\_\_\_\_ neither of which is later than October 21, 2016, as provided in the Resolution and shall bear interest at the rate per annum as set forth in the Agreement attached hereto.

The net interest cost of the Notes is \_\_\_\_% which does not exceed 2.00%, as required by the Resolution. The interest rate on the Notes is \_\_\_\_%.

3. The Notes shall be sold to the Underwriter in accordance with the terms of the Agreement at a price of \$\_\_\_\_\_, plus accrued interest, if any, to the date of delivery of the Notes.

The difference between the issue price of the Notes (\$\_\_\_\_\_) and the purchase price to be paid to the District by the Underwriter (which amount constitutes the compensation paid to the Underwriter) (\$\_\_\_\_\_) is \$\_\_\_\_\_, which does not exceed \$5 for every \$1,000 of principal amount of Notes issued as provided in the Resolution.

4. I am either a Financial Officer or District Officer, as defined in the Resolution, authorized to execute and deliver this Approving Certificate, constituting our approval of the principal amount, net interest cost and purchase price for the Notes, in satisfaction of the conditions set forth in the Resolution and to execute the Agreement from the Purchaser.

5. U.S. Bank National Association is hereby appointed to serve as trustee under the Master Indenture and each Supplemental Indenture and as fiscal agent, paying agent, registrar, and authenticating agent for the Notes.

6. The Preliminary Official Statement with respect to the Notes is hereby approved and deemed "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934.

7. For the purpose of paying the principal of and interest on the Notes, the amounts set forth on the debt service schedule attached hereto shall be deposited in the Debt Service Fund as provided for in the Resolution.

IN WITNESS WHEREOF, I have executed this Certificate pursuant to the authority granted to me by the Resolution on \_\_\_\_\_, 20\_\_.

Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTACHMENT TO APPROVING CERTIFICATE

Note Purchase Agreement

To be provided by the Underwriter and incorporated into the Certificate.

(See Attached)

ATTACHMENT TO APPROVING CERTIFICATE

Debt Service Schedule

To be provided by the Administrative Agent and incorporated into the Certificate.

(See Attached)

## APPENDIX C-1

The following are the definitions of the capitalized terms used in Section 17 of the Resolution and not otherwise defined in the Resolution:

1. "Material Event" as defined in the Rule means any of the following events with respect to the Note(s):
  - a. Principal and interest payment delinquencies;
  - b. Non-payment related defaults, if material;
  - c. Unscheduled draws on debt service reserves reflecting financial difficulties;
  - d. Unscheduled draws on credit enhancements reflecting financial difficulties;
  - e. Substitution of credit or liquidity providers, or their failure to perform;
  - f. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Notes, or other material events affecting the tax status of the Notes;
  - g. Modifications to rights of security holders, if material;
  - h. Note calls, if material, and tender offers;
  - i. Defeasances;
  - j. Release, substitution, or sale of property securing repayment of the securities, if material;
  - k. Rating changes;
  - l. Bankruptcy, insolvency, receivership or similar event of the District;
  - m. The consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
  - n. Appointment of a successor or additional trustee or the change of name of a trustee, if material.

For the purposes of the event identified in subsection 1.l. above, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in

which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the District, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District.

2. "Material Event Notice" means written or electronic notice of a Material Event.
3. "MSRB" means the Municipal Securities Rulemaking Board located at 1900 Duke Street, Suite 600, Alexandria, Virginia 22314.
4. "Timely Manner" means in a timely manner not in excess of 10 business days.





## JEDI Virtual School

1221 Innovation Drive, Suite 219      Whitewater, WI 53190  
Phone: (262) 473-1469                      Fax: (262) 472-2269  
[www.jedivirtual.org](http://www.jedivirtual.org)

June 24, 2015

Consortium Member Districts,

We sincerely apologize for sending out our contract stating that the consortium fee for the 2015-16 school year would be \$7,500.

As approved by our Governance Board, our fee structure has not changed from the previous years, and remains at \$10,500.

Again, we apologize for this error.

Sincerely,

Mary A. Reich  
JEDI Budget/HR



Evansville Community School District

**2015-2016 Contract - REVISED**

Please indicate the services to be placed on the contract for 2015-2016.

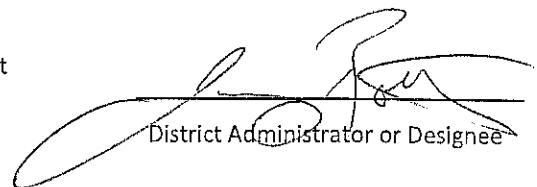
Services utilized in 2014-2015 are highlighted in blue.

Service	Additional Information	2015-2016 Cost	Renew or Add	Non-Renew
<i>Administration - state required</i>		\$1,352.00	Renew	
Assistive Technology Academy		\$2,680.00	Renew	
Assistive Technology Library***		\$2,575.00	Renew	
ATODA Network				
Blind and Visually Impaired*		\$16,340.00	Renew	
Deaf and Hard of Hearing*		\$5,280.00	Renew	
Dialogue with Attorney		\$800.00	Renew	
Driver Education	Students pay fees			
Educational Audiology**		\$2,940.00	Renew	
Instructional Technology				
JEDI Online Network		\$10,500.00	Renew	
Orientation and Mobility				
Professional Resource Center - Level 1***				
Professional Resource Center - Level 2***	Includes district visit			
School Nutrition Program - Tier 1				
School Nutrition Program - Tier 2				
Title I Extended Services				
Transition Advisory Network		\$3,500.00	Renew	
Transition - MECCA		\$300.00	Renew	
Van Delivery		\$695.00	Renew	
<b>Total</b>		<b>\$46,962.00</b>		

\*Cost is \$55 per unit, dependent on direct and indirect services per student

\*\*Cost is \$60 per unit, dependent on direct and indirect services per student

\*\*\*Van service required



District Administrator or Designee

Return via email: [lori.alwin@cesa2.org](mailto:lori.alwin@cesa2.org) or fax: 262.472.2269

Questions? Please contact: Nicole Barlass, Director of Resources at 262.473.1447 or [nicole.barlass@cesa2.org](mailto:nicole.barlass@cesa2.org)

FOR CESA #2 USE ONLY	Reviewed by:
	GA _____ BB _____ CD _____ RS _____ NB _____
	LM _____
Date received: _____	
Comments:	

EVANSVILLE COMMUNITY SCHOOL DISTRICT  
Evansville, Wisconsin

MINUTES OF REGULAR MEETING

The regular meeting of the Board of Education of the Evansville Community School District was held on Wednesday, June 24, 2015, at 6:00 pm in the District Board and Training Room.

The meeting was called to order by Vice President Eric Busse. Roll call was taken. Members present: Busse, Rasmussen, Spanton Nelson, Hammann, Koenecke, and Braunschweig. Absent: Swanson.

**APPROVE AGENDA**

Motion by Ms. Koenecke, seconded by Ms. Spanton Nelson, moved to approve the agenda, as presented, after removing item VIII, Board Development. Motion carried, 6-0 (voice vote).

**INFORMATION & DISCUSSION**

High School Principal, Mr. Everson, presented the Youth Options Report. Discussion.

Mr. Everson presented on the High School Laude System. Discussion. Consensus to have students complete AP Classes to get points.

Ms. Hammann led discussion of the May 2016, School Board meetings. Discussion. Consensus to start the May 11 and 25 meetings at 5:30 pm and keep them short.

District Administrator, Mr. Roth, led discussion on hiring an Interim Director of Instruction. Discussion. Consensus to hire a one year interim contract for the Director of Instruction at a cost of \$85,000-\$90,000.

**BUDGET FINANCE**

Business Manager, Ms. Treuden, gave a verbal update on the 2014-2015 budget.

Ms. Treuden presented the 2015-2016 updated budget. Discussion.

Mr. Braunschweig presented the school buildings donations and fund raising activities for the 2014-2015 school year. Discussion.

Mr. Braunschweig led discussion on the Continuous System Improvement (CSI) Plan update.

Levi Leonard Elementary School Principal, Ms. Dobbs, presented an update on 4K. Discussion. The District will receive a grant of \$1,100 per student.

Mr. Busse shared an update on the Employee Compensation Committee's work. Discussion on a deadline for completion of Teacher/Support Staff Compensation models took place.

No update on the Evansville Education Foundation.

Budget Finance agenda items for August 26, 2015, meeting discussed.

**BUSINESS (Action Items)**

Motion by Mr. Braunschweig, seconded by Mr. Rasmussen, moved to approve the preliminary 2015-2016 budget as presented. Motion carried, 6-0 (roll call vote).

Motion by Mr. Braunschweig, seconded by Ms. Spanton Nelson, moved to approve the teacher’s resignations of Jenny Wiedel, Elementary Special Education Teacher, effective June 30, 2015, and Ali Thoftne, MS/HS ELL Teacher, effective June 18, 2015. Motion carried, 6-0 (voice vote).

No action taken on deadline for completion of Teacher/Support Staff Compensation Models.

Motion by Mr. Braunschweig, seconded by Ms. Spanton Nelson, moved to implement a \$38,000 base teacher salary for the 2015-2016 school year, effective with existing staff and all new hires. Discussion. Motion carried, 6-0 (voice vote).

**CONSENT (Action Items)**

Ms. Hammann asked to remove under B. Approval of Policies, #6, #840-Public Gifts to the Schools (#841-Bequests and Gifts) and C, Approval of Middle and High School Student Handbooks.

Motion by Mr. Braunschweig, seconded by Ms. Koenecke, moved to approve the consent agenda items: June 10 Regular Meeting Minutes; policies: #152-Employee Handbook; #529.1-Family & Medical Leave; #671.2-Reimbursement of Expenses; #671.2 Form-Reimbursement of Expenses; and #683-Asset Management as presented. Motion carried, 6-0 (voice vote).

Motion by Ms. Hammann, seconded by Mr. Braunschweig, moved to table policy #840-Public Gifts to the Schools (#841-Bequests and Gifts). Discussion. Motion carried, 6-0 (voice vote).

Motion by Ms. Hammann, seconded by Mr. Braunschweig, moved to approve the Middle and High School Student Handbooks. Discussion. Motion carried, 5-1 (Hammann) (voice vote).

**POLICIES**

Ms. Hammann presented for a first reading, policies #435-Early Dismissal; #441.1-Student Government; and #480-Student Support Services. Discussion. Policies to be brought back for a second reading.

**FUTURE AGENDA**

July 15, 2015, Regular meeting agenda discussed.

**ADJOURN**

Motion by Ms. Hammann, seconded by Ms. Spanton Nelson, moved to adjourn the meeting. Motion carried, 6-0 (voice vote). Meeting adjourned at 7:46 pm.

Submitted by John Rasmussen, Clerk

Approved: \_\_\_\_\_ Dated: \_\_\_\_\_ Approved:  
Eric Busse, Vice President

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Board of Education Regular Meeting Agenda  
Wednesday, August 12, 2015  
6:00 p.m.  
District Board and Training Center  
340 Fair Street (Door 36)**

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

- I. Roll Call: Kathi Swanson                      Sandra Spanton Nelson                      Mason Braunschweig  
                         Eric Busse    Melissa Hammann  
                         John Rasmussen                                      Amanda Koenecke
- II. Approve Agenda.
- III. Public Announcements/Recognition/Upcoming Events:
- First Day of School, September 1, 2015
  - September 30, Annual School Board Meeting
- IV. Public Presentations.
- V. Information & Discussion:
- A. 2015-2016 FFA Overnight Field Trips.
  - B. Discussion on Laude System.
  - C. Progress With Teaching/Learning Goal and Assessment Data.
  - D. 2014-2015 Building Goals Update.
  - E. Salary Parameters for Hiring Teaching Staff.
  - F. First Reading of Policies:
  - F. Second Reading of Policies:
    - 1. #345.53-Laude System
    - 2. #424- Admission of Adult Students
    - 3. #448- Students of Legal Age
    - 4. #456-Student Assistance Program
- VI. Public Presentations.
- VII. Business (Action Items):
- A. Approval of Teachers and Support Staff Compensation Models.
  - B. Approval of Staff Changes:
  - C. Approval of School Sponsorship.
- VIII. Consent (Action Items):
- A. Approval of Policies:
    - 1. #435-Early Dismissal
    - 2. #441.1-Student Government
    - 3. #480-Student Support Services
  - B. Approval of July 15 Regular Meeting Minutes.
  - C. Approval of June and July Bills and Reconciliation.
- IX. Future Agenda – August 26 Regular Meeting Agenda.
- X. Adjourn.