

- C. Approval of Staff Changes: Resignations of Co-and Extra-Curricular Activities Coaches (Girls Varsity and Girls JV Basketball) and Hiring of Co-and Extra-Curricular Activities Coach (Assistant Track).
 - D. Approval of Staffing Proposal.
- VIII. Consent (Action Items):
- A. Approval of Policies:
 - 1. #320 – General Organization Plan.
 - 2. #343.3 – Online Learning/Virtual School Program.
 - 3. #343.31 – Online Learning/Virtual School Program-Administrative Rule.
 - 4. #343.3 Form – Virtual School Program Form.
 - 5. #522.2 – Tobacco/Nicotine/Electronic Cigarette Use By Staff On School Premises.
 - 6. #832 – Tobacco/Nicotine-Free School Property.
 - 7. #832.1 – Use of Tobacco/Nicotine/Electronic Cigarette Products On School Premises.
 - B. Approval of February 24 Regular Meeting Minutes.
 - C. Approval of February Bills and Reconciliation.
- IX. Future Agenda –April 13 Regular Meeting Agenda.
- X. Five Minute Break.
- XI. Executive Session – Under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiation strategy concerning the 2015-2016 contract with the Evansville Education Association covering teachers.

Mission Statement: The Evansville Community School District, in active partnership with families and the community, will provide a positive learning environment that challenges all students to achieve personal excellence and become contributing citizens of the world community.

Vision Statement: Creating a culture of excellence in:

- *Academic achievement*
- *Character development*
- *Pursuit of arts, athletics, and other activities*
- *Community engagement*
- *Highly effective staff*

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

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

Posted: 3/4/16

Reposted: 3/4/16

- C. Approval of Staff Changes: Resignations of Co-and Extra-Curricular Activities Coaches (Girls Varsity and Girls JV Basketball).
- D. Approval of Staffing Proposal.

VIII. Consent (Action Items):

A. Approval of Policies:

- 1. #320 – General Organization Plan.
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Posted: 3/4/16

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Amended Board of Education Regular Meeting Agenda / Briefs

Wednesday, March 9, 2016

6:00 p.m.

District Board and Training Center

340 Fair Street (Door 36)

- I. **Roll Call:** Mason Braunschweig Sandra Spanton Nelson Jane Oberdorf
Eric Busse Melissa Hammann HS Rep Sydney Michael
John Rasmussen Derek Allen HS Rep Emmeline Roth

II. **Approve Agenda.**

Suggested Motion: I move we approve the agenda as presented (OR add or remove items).

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

- National School Breakfast Week – March 7-11, 2016
- March – Art/Music Education Month
- Open Enrollment – February 1 - April 29, 2016
- Week of the Young Child – April 11-15; Family Fun Night April 15, 5:30-7:30 pm
- Energy Fair – April 22, 2016
- Back To School Days – August 10, 10:00 am – 2:00 pm and August 16, 3:00 pm – 7:00 pm

IV. **Public Presentations.**

V. **Information & Discussion:**

- A. Read to Someone Presentation by Levi Leonard Elementary School – *Enclosed is information.*
- B. Continuous System Improvement Teaching and Learning Committee Presentation - *Director of Student Services, Ms. Katzenberger, and Interim Director of Instruction, Ms. Murphy, along with Ms. Hammann, will present the enclosed updated CSI Teaching and Learning Strategic Plan.*
- C. High School Board Representatives Report of Events – *Enclosed is their report.*
- D. 2016-2017 4K Transportation for All 4K Students – *District Administrator, Mr. Roth, will lead this discussion. Enclosed is a parent transportation contract.*
- E. Facilities Use of Certificate of Insurance – *Mr. Roth has enclosed policy #830, Use of School Facilities, Grounds, and Equipment, and the Administrative Rule, along with*

additional information. He is looking for Board direction on whether groups need to provide certificate of insurance.

F. Second Reading of Policies:

1. #458 – Evansville Community School District Wellness.
2. #458.1 – District Nutrition Standards (Student Nutrition Procedures).
3. #458.2 – District Nutrition Standards.
4. #458.3 – Guidelines for Food and Beverages Offered to Students at School Functions.
5. #383 – Animals in School.
6. #834 – Domestic Pets on School Premises.

VI. **Public Presentations.**

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

- A. Approval of 4K Handbook – *Enclosed is the updated 4K Handbook since the last meeting.*

Suggested Motion: I move we approve the 2016-2017 4K Parent Handbook as presented.

- B. Approval of 2016-2017 4K Transportation for All 4K Students – *Please approve.*

Suggested Motion: I move we approve 2016-2017 4K Transportation for All 4K Students.

- C. Approval of Staff Changes: Resignations of Co-and Extra-Curricular Activities Coaches (Girls Varsity and Girls JV Basketball) and Hiring of Co-and Extra-Curricular Activities Coach (Assistant Track)– *Please approve the following:*

1. Jim Schoenenberger – *resignation as Varsity Girls Basketball Coach.*
2. Todd Sperry – *resignation as JV Girls Basketball Coach.*

Suggested Motion: I move we approve the resignations of Jim Schoenenberger, Varsity Girls Basketball Coach and Todd Sperry, JV Girls Basketball Coach, and thank them for their years of service to the program.

3. Stephanie Aasen – *High School Assistant Track Coach. Stephanie Aasen will be replacing Dave Soddy as our High School Assistant Track Coach starting March 7, 2016. Stephanie is a recent Clarke University graduate with high school coaching experience in girls' basketball at Janesville Parker High School. Stephanie was a standout track athlete at Parkview High School. Stephanie will receive a stipend of \$1,968.*

Suggested Motion: I move we approve the hiring of Stephanie Aasen, High School Assistant Track Coach, for a stipend of \$1,968.

D. Approval of Staffing Proposal – *Enclosed is the 2016-2017 staffing proposal.*

Suggested Motion: I move we approve the 2016-2017 proposed staff hiring of: 1.0 FTE Administrative Assistant at LLE/TRIS; Phase 1, 1.0 FTE Instructional Coach at K-5; .17 FTE HS Choir; and .5 FTE HS School Counselor, as presented.

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

A. Approval of Policies:

4. #320 – General Organization Plan.
5. #343.3 – Online Learning/Virtual School Program.
6. #343.31 – Online Learning/Virtual School Program-Administrative Rule.
7. #343.3 Form – Virtual School Program Form.
8. #522.2 – Tobacco/Nicotine/Electronic Cigarette Use By Staff On School Premises.
9. #832 – Tobacco/Nicotine-Free School Property.
10. #832.1 – Use of Tobacco/Nicotine/Electronic Cigarette Products On School Premises.

B. Approval of February 24 Regular Meeting Minutes.

C. Approval of February Bills and Reconciliation.

Suggested Motion: I move we approve the consent agenda items: Policies #320-General Organization Plan; #343.3-Online Learning/Virtual School Program; #343.31-Online Learning/Virtual School Program-Administrative Rule; #343.3 Form-Virtual School Program Form; #522.2-Tobacco/Nicotine/Electronic Cigarette Use By Staff On School Premises; #832-Tobacco/Nicotine-Free School Property; #832.1-Use of Tobacco/Nicotine/Electronic Cigarette Products On School Premises; the February 24 Regular Meeting Minutes; and the February Bills and Reconciliation, as presented.

Roll Call Vote.

IX. **Future Agenda –April 13 Regular Meeting Agenda – *A draft of the agenda is enclosed.***

X. **Five Minute Break.**

XI. **Executive Session – Under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiation strategy concerning the 2015-2016 contract with the Evansville Education Association covering teachers.**

Suggested Motion: I move we move into executive session - Under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to deliberate and discuss strategy concerning collective

bargaining negotiations; namely to discuss negotiation strategy concerning the 2015-2016 contract with the Evansville Education Association covering teachers.

Roll Call Vote.

FOR YOUR INFORMATION:

1. Upcoming Board Meetings:
 - April 13, 2016 – Regular Meeting
 - April 27, 2016 – Reorganization and Regular Meeting
 - May 11, 2016 – Regular Meeting – 5:30 pm start time
 - May 25, 2016 – Regular Meeting – 5:30 pm start time

Experience Reading Through the Eyes of Children –

The K-2 building has been learning how to teach Lucy Calkins Readers Workshop by using authentic literature to develop reading strategies to improve comprehension and fluency.

In the classroom, teachers use the model of shared reading, read aloud, guided reading, and independent reading.

The school board will be experiencing a few strategies that students have learned as if they were instructed in a mini lesson.

Board members will be reading with a student and students will practice a comprehension skill or a reading fluency technique with their board member partner!



Continuous Improvement Plan

2015-2016



Evansville Community School District

| Priority Area | Strategic Objective | Strategic Focus |
|---|--|---|
| Literacy English Language Arts (ELA) | <i>The Evansville Community School District will provide a rigorous and relevant curriculum delivered by highly effective staff who use innovative, research-based strategies to prepare students to compete/succeed in a 21st Century Global environment</i> | Proficient ELA Literacy Achievement for All Students |

PLAN: Identify the Data Measures and Performance Gap

Strategic Plan Aligned Goal

The Goal of the Evansville Community School District is to achieve exceptional Literacy growth for all students by steadily increasing the number of students meeting state proficiency targets for English Language Arts in Grades 3 through Grade 11, as measured annually by the respective state assessments.

2015 Grades 3-8 BADGER EXAM, Grades 9 & 10 ACT ASPIRE, Grade 11 ACT

2016 - 2020 Grades 3-8 FORWARD EXAM, Grades 9 & 10 ACT ASPIRE, Grade 11 ACT

Growth targets begin with the baseline in 2014-15: 53.8% of Grades 3-11 students reaching proficiency in English Language Arts.

To meet expectations with continuous improvement results, growth targets increase as follows:

| School year | % of increase | % Proficient or Advanced |
|-------------|---------------|--------------------------|
| 2015-16 | 1% | 54.8% |
| 2016-17 | 2% | 56.8% |
| 2017-18 | 2% | 58.8% |
| 2018-19 | 3% | 61.8% |
| 2019-20 | 3% | 64.8% |

Timeline For Completion

The goal of reaching the targeted growth in English Language Arts, will be accomplished by the end of the 2019-20 school year.

Data Analysis

1. What work has already been completed to meet the long term goal in this strategic focus area?

Prior to the beginning of the 2015-16 school year, the district provided professional development for teachers in both reading and writing instructional strategies. Some of the literacy leaders attended the WI State Reading Association annual convention to increase their knowledge of the most effective teaching/learning strategies.

The 4K program was developed for the purpose of introducing high quality literacy instruction to young learners.

Reading and Writing *Units of Study* kits were purchased at some of the elementary grade levels. These were made available to teachers but professional development was limited.

The District called upon an external source to conduct a district-wide literacy audit to identify gaps in the learning and ultimately work toward the increased achievement of students, K - 12. The results of the ECSD Literacy Audit were made available to all educators and the School Board for the purpose of establishing a three year district-wide literacy initiative.

2. What gaps or needs still exist in this strategic focus area? Which data points identify the gaps or needs identified?

The *ECSD Literacy Audit* utilized several sources of student achievement data. Indicators at all levels pointed to overall trends in the past 4 years that showed greater than 60% of the students failed to reach levels of proficiency in Reading. Students who are reaching Proficient and Advanced levels of performance need to be challenged to increase their achievement.

3. Which strategy will we use to reduce the gap and improve student performance?

The District will embark upon the development and implementation of a three-year literacy initiative. The *ECSD Literacy Plan* will encompass all classrooms and include all educators as changes are made in teaching/learning resources, professional development and the use of assessment/data analysis. Funds from the district referendum will provide revenue for making the necessary purchases to improve the instructional program for students in all schools.

Data that Identifies Gap:

| | Beginning/ Date: | Ending Measure/Date: | Analysis of Change in Data: |
|---|-------------------|----------------------|-----------------------------|
| 1. WKCE Reading and Language Arts Grades 3-8 and 10 | 2010 through 2014 | | |
| 2. Badger Assessment English Language Arts Grades 3-8 | 2014-2015 | | |
| 3. ACT ASPIRE ELA , Grades 9 and 10 | 2014-2015 | | |

4. ACT ELA, Grade 11 2014-2015

Data that Determines if Strategy Was Completed:

1. FORWARD Exam, Grades 3 -8
2. ACT ASPIRE ELA, Grades 9 and 10
3. ACT ELA, Grade 11

Beginning/ Date: Ending Measure/Date:
 March-April, 2016 2020
 April, 2016 2020
 March 2016 2020

Analysis of Change in Data:

Measures that Determine Fidelity of Strategy Implementation:

1. FORWARD Exam, Grades 3 -8
2. ACT ASPIRE ELA, Grades 9 and 10
3. ACT ELA, Grade 11
4. STAR Reading Assessment K - 12

Beginning/ Date: Ending Measure/Date:
 2015-16 2020
 2015-16 2020
 2015-16 2020
 2015-16 2020

Analysis of Change in Data:

Measures that Determine if the Goal Was Met:

1. FORWARD Exam, Grades 3 -8
2. ACT ASPIRE ELA, Grades 9 and 10
3. ACT ELA, Grade 11

Beginning/ Date: Ending Measure/Date:
 2020
 2020
 2020

Analysis of Change in Data:

DO: Create an action plan based upon Data Analysis

ACTION PLAN #1 What action steps will need to be taken to reach the goal?

ACTION STEP

A. Conduct District-wide Literacy Audit

1. Seek and contract with external auditor
2. Assist in conducting the audit
3. Review audit results and develop action plan

MEASURE/INDICATOR

Literacy Audit has been conducted and results are shared with stakeholders

END DATE

June 2015

PERSON(S) RESPONSIBLE

1. Director of Instruction
2. Administrators and Teachers
3. Administrator, Leadership Teams

B. Develop Literacy Plan 2015-18

1. Seek and contract with Literacy Consultant
2. Assist in the development of the Literacy Plan
3. Communicate and Implement the Literacy Plan for 2015-18

Literacy Plan 2015-18 is developed and shared with stakeholders
 Literacy Plan is implemented each year for three school years

August 2015 - June 2018

1. Director of Instruction with
2. Administrators and Literacy Consultant
3. Director of Instruction

C. Develop and Implement K-12 Literacy Professional Development

1. "Kick-off" at Opening Day
2. PD Suitcases

In 2015-16, the Literacy Professional Development takes place as planned in the district PD Plan.

Director of Instruction with Administrators, Literacy Leaders and Literacy Consultant

- November, December, March, April
3. Follow up with Literacy Leaders
 4. FISHBOWL site visits with planning, observation and collaboration by Literacy Consultant: December, March and April

Adjustments are made throughout the school year as indicated by the educators and literacy leaders

D. Educators attend Literacy Workshops

1. Designated teachers will attend WI State Reading Association Convention
2. Designated teachers will attend site visits to districts with successful Reading and Writing workshop programs
3. Summer PD will include Reading and Writing workshops
1. Designated teachers will attend relevant CESA 2 Literacy workshops

PD attendance records:

- WSRA attendance
- Writing Workshop
- Reading Workshop
- Literacy Workshops
- School Site Visits

As reported each school year, 2015-18

Director of Instruction, Teachers and Principals

E. Improve Instructional Program and Resources

1. Purchase Reading and Writing Workshop *Units of Study* for all K-5 classrooms
2. Purchase Writing Workshop *Units of Study* for grades 6-8
3. Ensure universal Spelling program K-2 and 3-5
4. Ensure universal Grammar program K-2 and 3-5
5. Purchase books to further enhance the student reading choices for all schools

Purchase program resources and materials with the prescribed professional development

1. July 2016
2. December 2015
3. July 2016
4. July 2016
5. July 2016 - June 2018

Administrators and Literacy Leaders working in conjunction with classroom teachers at all levels

F. Improve the digital instructional resources

1. Provide sufficient interactive projection devices for classrooms
2. Provide sufficient professional development in the use of digital resources for reading and writing instruction and to include student research

Technology Inventory data base

1. July 2016
2. 2016-17 school year
3. 2016-17 school year

1. Principals with Technology Team
2. Technology Team, Vendors

3. Principals with Technology Team

3. Provide sufficient tablet devices to enhance and enrich student reading, writing, listening, research and inquiry skills

G. Improve Assessment Strategies to include effective Data Analysis for the purpose of meeting the needs of all learners

- | | | | |
|--|--|---|--|
| <ol style="list-style-type: none"> 1. Conduct a district-wide Data Retreat 2. Form PLCs or Collaborative Data Teams to meet on a regular basis for the purpose of analyzing student achievement data and planning for instruction 3. Fully utilize the data warehouse tool, eduCLIMBER, for the purpose of accessing multiple indicators of student performance | <ol style="list-style-type: none"> 1. Data Retreat report to the Leadership Teams 2. PLCs and CDTeams provide minutes of their meetings 3. School Leadership Teams attend workshops and disseminate new information to the teachers | <ol style="list-style-type: none"> 1. Twice, annually 2. Annually 3. Annual training and updates | <ol style="list-style-type: none"> 1. District Leadership Teams 2. All educators 3. All educators |
|--|--|---|--|

STUDY: Analyze Data After Implementing Action Plan Steps To be completed by **November**.

MEASURE/INDICATOR

EVIDENCE OF PROGRESS/EFFECTIVENESS (include data)

ANALYSIS OF EVIDENCE

ACT: Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date ACTION PLAN #2

| ACTION STEP | MEASURE/INDICATOR | END DATE | PERSON(S) RESPONSIBLE |
|--|--|----------------------------------|--|
| PD Suitcase: After implementing the K-5 PD in November, it became clear that we needed to add K-2 and 3-5 in order to meet the needs of the teachers. Change was made in December. | Feedback from stakeholders following the November PD day | December 2015 through April 2016 | Director of Instruction with Elementary Principals |
| Writing Workshop: Provide <i>Units of Study</i> for Grades 6-8 along with training workshops | Request from Literacy Leader and Principal | Purchase was made in December | Director of Instruction with Middle School Principal and Literacy Leader |
| Conduct Mid-Year Data Retreat for the purpose of analyzing the data which will be released from embargo in January | Data Retreat actions will be shared with the school stakeholders | February | District Leadership Teams |

STUDY: Analyze Data After Implementing Action Plan Steps

To be completed by February.

| MEASURE/INDICATOR | EVIDENCE OF PROGRESS/EFFECTIVENESS (include data) | ANALYSIS OF EVIDENCE |
|---|---|--|
| 1. Mid-Year literacy performance data from the STAR Literacy Assessment grades 2 - 12 | Student growth indicators from Beginning of Year to Mid-Year for grades 2-12 show progress that is very similar to the growth in 2014-15, except for the students in the Advanced category. In all but two grade levels, the percent of students who scored with Advanced performance exceeded the percent at mid-year last year. | Students at all grade levels are with 2-3 percentage points of the performance in 2014-15. More of the advanced learners are demonstrating higher performance in 2015. At all but 2 grade levels, the number of students who indicated an urgent need of intervention has decreased by 2 to 7 percent from the beginning of year to mid-year as measured by mid-year benchmarks. |

ACT: Continue or Revise Action Implementation Based Upon Data Analysis for the next check-in date – ACTION PLAN #3

| ACTION STEP | MEASURE/INDICATOR | END DATE | PERSON(S) RESPONSIBLE |
|---|---|----------|-----------------------|
| STUDY: Analyze Data After Implementing Action Plan Approach To be completed by May. | | | |
| 1. | EVIDENCE OF PROGRESS/EFFECTIVENESS (include data) | | ANALYSIS OF EVIDENCE |
| 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 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

HS Board Report

Sydney Michael

Emmeline Roth

Previous

2/14-2/19

Winter Spirit Week

2/19

Girls Varsity Hockey Regional Game

2/20

Wrestling Sectionals

2/22-2/25

FFA Week

2/22

Choir Concert

2/23

Girls Basketball Regional

2/25

Wrestling State Tournament

2/29

Band Concert

3/1

Boys Basketball Regional

3/7

Jazz Concert

Upcoming

3/12

Solo and Ensemble @ Evansville

3/19

Track Co-Ed Invitational @ UW-Platteville

3/22

Softball vs New Glarus @ Home

3/25-4/3

End of Third Term/Spring Break

**EVANSVILLE COMMUNITY SCHOOL DISTRICT
TRANSPORTATION CONTRACT**

The Evansville Community School District and the undersigned Parent enter into this contract related to transportation of their 4K student.

Parent requests that the District permit their 4K student to be transported during the 2016-2017 school year, even though their student may reside less than two (2) miles from the student's school. The District agrees to provide transportation to the student, consistent with any other policies related to transportation in the District and as consistent with state and federal law. Except in special instances, the District agrees to waive any fees associated with this transportation.

Evansville Community Sch. Dist.

Parent

Date

Date

USE OF SCHOOL FACILITIES, GROUNDS, AND EQUIPMENT

Mission Statement

The Evansville Community School District Board of Education is committed to planning and implementing programs for the benefit of the greater Evansville community. The District is committed to making school facilities, grounds, and equipment a resource for the community and to fostering the delivery of programs that enhance lifelong learning, improve the quality of life for all ages, and create an enriched sense of community collaboration.

General Terms and Conditions

All individuals and groups using school facilities, grounds, and equipment must adhere to the policies and procedures adopted by the District. The District is committed to an equal educational opportunity for all members of the greater Evansville community.

The Board also believes that the use of school facilities, grounds, and equipment should not place a significant burden on the taxpayers of the District. Therefore, fees shall be established to address costs incurred by the District for labor, utilities, and use of school facilities, grounds, and equipment by user groups.

The Board authorizes the use of school facilities, grounds, and equipment by user groups except when the proposed school facilities, grounds, and equipment uses may:

1. interfere with the District's educational mission or co-curricular programs/activities;
2. pose an unreasonable risk of physical injury to students, staff or participants;
3. pose substantial risk to school security or of imminent illegal activities, or;
4. result in unusual wear, damage or depreciation of school facilities, grounds, and equipment.

Use of school facilities, grounds, and equipment may be denied when the requesting user has not paid for previous facility use or has not been a responsible caretaker when using school facilities, grounds, and equipment in the past.

If access to school facilities, grounds, and equipment is denied the individual or organization may appeal the decision to the district administrator in accordance with established procedures. No further appeal may be made to the Board.

In the event a school activity is scheduled that conflicts with a previously scheduled non-school use, the school use will have precedence. The Facility Scheduler will contact the designated representative of the non-school user as soon as possible. The District has no obligation to find a substitute facility, but will make a reasonable attempt to assist.

Authorized use of school facilities, grounds, and equipment under this policy and its implementing procedures shall not be construed as an endorsement of any non-school group, organization or event by the District, or District sponsorship of the group, organization or event.

Requests for Use of School Facilities, Grounds, and Equipment

The District utilizes an online scheduling program for administration of facility use. To see available building hours to schedule use of school facilities, grounds, and equipment, please visit the District web site.

Legal Ref.: Sections 120.12(1) and (9) Wisconsin Statutes (School Board Duties)

120.13(17), (19), (21) (School Board Powers)

121.02(1)(I) (School District Standards)

895.523 (Recreational Activities in a School Building or on Schools
Grounds: Limitations of Liability)

895.525 (Participation in Recreational Activities: Restrictions on Civil
Liability, Assumption of Risk)

Equal Access Act

Boys Scouts of America Equal Access Act of 2001

ADMINISTRATIVE RULES AND PROCEDURES FOR USE OF SCHOOL FACILITIES, GROUNDS AND EQUIPMENT

1. The use of school facilities, grounds, and equipment are governed by Evansville Community School District (ECSD) School Board Policy 830 located on the District website.
2. Approval of requests for use of school facilities, grounds, and equipment will use the following priority:
 - a. ECSD School Groups and Activities
 - b. Area Non-Profit Student Groups (e.g. youth sports, Cubs Scouts, Open Gym)
 - c. Resident and Regional Non-Profit Groups (e.g. private parties, United Way, Civic Groups)
 - d. Resident For-Profit Groups, Organizations or Individuals
 - e. Non-Resident Groups, Organizations or Individuals
3. Facilities, grounds, and equipment reservations for all non-school sponsored activities or events should be made using the online facilities reservation program.

Applications for use may be made according to the following schedule:

| <u>Dates of Use</u> | <u>Application Period Opens</u> |
|---------------------|---------------------------------|
| Jul 1 – Sep 30 | Jun 15 |
| Oct 1 – Dec 31 | Sep 15 |
| Jan 1 – Mar 31 | Dec 15 |
| Apr 1 – Jun 30 | Mar 15 |

4. A group or organization that wants to use any of the kitchens within the School District is required to fill out a request and submit it to the Food Service Director, no less than 24 hours prior to the event. If any equipment is going to be used or food preparation is going to occur, a Food Safety Certified employee must be present. The group or organization will be billed an hourly rate for that employee to supervise the event. Any non-compliance violates the Rock County Health Code. Please complete the Request for Kitchen use available online.
5. No reservation is transferable to another party. Users are prohibited from any attempt to rent, sublet, assign or transfer their use of school facilities, grounds, and equipment to cover other groups.
6. The District reserves the right to cancel school facilities, grounds, and equipment use requests upon 24 hours' notice or to reassign a user to a different room or site.
7. If school is closed due to weather or other facility emergencies, all events held in school facilities are cancelled.
8. Use of facilities on emergency closure days or the following School District observed holidays is not allowed. The holidays include:
Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, Christmas, New Year's Eve, and New Year's Day.

Supervision and Protection of School Facilities, Grounds, and Equipment

1. The Building Principal and/or Director of Buildings and Grounds are responsible for the supervision and protection of the school facilities, grounds, and equipment. Careful judgment shall be used when delegating this responsibility.
2. A District custodian or authorized District employee, designated for this purpose, must be present while school facilities, grounds, and equipment are in use during non-custodial hours. This requirement may be waived by the Building Principal or Director of Buildings and Grounds when sufficient appropriate alternatives exist to secure the school facilities,

grounds, and equipment and the individual in charge has proper instructions to see that the school facilities, grounds, and equipment are secure and protected.

3. The individual completing the online reservation shall act as supervisor of the event and is required to be on-site at all times during the activity. School facilities, grounds, and equipment must be supervised by an adequate number of responsible adults to insure proper use and care of school property. When a user group reaches 50 participants during an event, the District will determine custodial staffing requirements and associated charges.
4. The individual completing the online reservation will be held financially responsible for damage to school facilities, grounds, and equipment, including damages created by any member, guest or invitee of the user while using District property. The District has liability insurance that will cover only the District. The District reserves the right to require a certificate of insurance to verify coverage where it is deemed appropriate prior to granting use of school facilities, grounds, and equipment. The certificate, in the minimum amount of one million dollars (or additional amount as requested by the Business Office), shall name the Evansville Community School District as an additional insured. The certificate shall be uploaded to the facilities reservation site a minimum of 10 days prior to the scheduled facility use.
5. The individual or user group agrees to indemnify, save and hold free and harmless, the Evansville Community School District, its officers, agents and employees, from and against all claims and demands, loss, liability, cost or expense of any kind or nature whatsoever which the District, its officers, agents or employees, or any of them may sustain or incur, or that may be imposed upon any of them, or injury to, or death of, persons or damages to the property arising out of, connected with or attributable to rental, use and occupancy of school facilities, grounds, and equipment.
6. Local, state and federal laws/ordinances, fire codes and safety regulations must be observed.
7. Unauthorized use will be considered trespassing and theft, which may result in fees, fines, possible loss of facility use, and/or legal action.
8. If someone is in the building, not affiliated with the group or another of the scheduled groups, the Event Supervisor is responsible for them and may ask them to leave. If they do not leave, the Event Supervisor is to call the police (882-2292).

General School Facilities, Grounds, and Equipment Use Regulations

1. District school facilities, grounds, and equipment are to be used only as designated on the Facility Use Contract. The purpose of use must be stated on the Facility Use Contract; deviation will be considered a breach of contract and may result in denial of future use of school facilities, grounds, and equipment.
2. All cancellations or changes must be made through the online facilities program at least 72 hours prior to the scheduled usage or the user may be billed for the entire facility use fee or the actual costs incurred by the District.
3. Facility Use Contracts are approved for specific school facilities, grounds, and equipment, areas and date(s)/time(s). Supervisors are responsible for ensuring that unauthorized areas/portions of the building are not entered and the premises are vacated as scheduled.
4. Use of tobacco products is prohibited in/on school facilities, grounds, and equipment.
5. The possession or use of alcoholic beverages or illegal controlled substances is prohibited on District property. Persons under the influence of intoxicants or controlled substances are not permitted in District facilities or on District grounds.
6. Firearms or other weapons of any type, concealed or unconcealed, are prohibited on District property. The only exceptions are law enforcement officers on or off duty and where state law prohibits a district from restricting an individual's right to possess a firearm or other weapon on District property.

7. The Building Principal or designee must give prior approval to any group for installation of any decorations. All decorations shall be removed at conclusion of event unless prior arrangements have been made.
8. Property of non-school groups or organizations may not be stored in school facilities, grounds, and equipment without the prior approval of the Building Principal. The District is not responsible for lost, stolen or damaged user property stored in/on school facilities, grounds, and equipment.
9. Users will be responsible for any special set-up that is required. Special set-up that is performed by District personnel will be charged directly to the individual or group/organization using the school facilities, grounds, and equipment.
10. Refreshments/food may be served only with prior approval and in designated areas (consult your online contract for details).
11. Users are expected to clean up following use of the school facilities, grounds, and equipment. Any clean up, beyond normal duties, performed by District personnel will be charged to the individual or group/organization using the school facilities, grounds, and equipment at an hourly rate (overtime rates will apply).
12. Athletic fields should not be used in wet conditions. An additional fee will be charged if the fields need to be re-conditioned.
13. All areas must be left in the same or better condition as they were found. Furniture and other equipment must be returned to the location where it was found before the activity so that the area is prepared for the next class or activity. Building areas are inspected on a daily basis by the custodial/maintenance staff. Maintenance fees will be assessed for any destruction, vandalism, or damage, including marks, scratches, and dents, that are found following the activity. Additional fees will be charged for maintenance costs incurred. Future facility use may also be prohibited.

Special Provisions Related to School Facilities, Grounds, and Equipment Modifications or Installations of a Permanent or Semi-Permanent Nature

1. No group, organization or individual using/renting school facilities, grounds, and equipment (the renters) may make any modification(s) to any school facilities, grounds, and equipment structure of a permanent or semi-permanent nature or install anything on a facility structure of a permanent or semi-permanent nature without first obtaining the written authorization of the Building Principal and Director of Buildings and Grounds.
2. When considering this authorization decision, the Director of Buildings and Grounds shall consider the type of school facilities, grounds, and equipment modification or installation and its effect on the school facilities, grounds, and equipment structure and may also consider the same factors that are considered when accepting gifts to the schools. The Director of Buildings and Grounds may authorize modifications and/or installation with conditions attached including, but not limited to the following:
 - a. The modifications or installation shall become the property of the District.
 - b. The modifications or installation may be used by the District for school purposes.
 - c. The District may require the renters to remove the modification(s) at any time during the rental period with a minimum of 30 days' notice.
 - d. In the event that the modification(s) is/are in need of repair, the District shall determine the percentage of repair costs to be shared.
 - e. The facility user may be required to remove the modification or installation at the conclusion of the use/rental period and restore the school facilities, grounds, and equipment to its original condition, normal wear and tear expected.
3. The District shall not be responsible for any cost of any authorized school facilities, grounds, and equipment modification, installation or restoration.

Use of Issued Keys/Fobs

1. A key or fob may be issued to individuals 18 years of age or older who have been approved through the facility use process to use school facilities, grounds, and equipment during non-custodial hours.
2. The key or fob must be returned on the next business day following the activity, unless other arrangements have been agreed to in writing.
3. Failure to return the key or fob according to this procedure will result in \$50.00 late/loss fee.
4. The party that has been issued a key or fob is responsible to do the following:
 - a. Be responsible for the security of the building during the times of use, inspecting the facility before and after a scheduled use, making sure only areas on the Facility Use Agreement Form are used and checking that all doors are secure upon leaving. Under no circumstances shall users block and/or prop open outside doors of the schools.
 - b. Report any school facilities, grounds, and equipment damage, in writing, to the Facility Scheduler or Building Principal as soon as possible.

Use of School Kitchens

1. State regulations require the District to maintain food service facilities in conformance with all sanitation and health standards. These standards must be met at all times, including the use of food service facilities for functions other than school lunch preparation. To insure that the standards are met, food service personnel must be on duty when food service kitchens are used.
2. Cost for District food service staff assigned by the District shall be charged to the user group. Rates shall be based on no less than one-hour increments of work.
3. Food service equipment shall always be operated by District food service personnel.
4. Strict requirements for school kitchen use are necessary so the facility is left in an orderly and sanitary condition, ready for regular use by the food service staff. User groups are required to clean up equipment and will be given access to the dishwashing area (not the dishwasher) in each kitchen. Users are prohibited from using any other part of the kitchen in order that all sanitary and health requirements can be met.

Community Walkers

Community members interested in using school facilities for a walking exercise program are welcome to do so during the hours designated at each building open to walkers. Hours are 6:00 am to 7:00 am and/or 4:00 pm to 9:00 pm unless otherwise posted. We ask that walkers sign in each time they walk and that they do not interrupt staff and students during their planning time or work. We reserve the right to conduct background checks on walkers and may request the information we need to complete background checks.

Use of Evansville High School (EHS) Weight Room

Community members may request to use the high school weight room during building hours. Weight room use requests by individuals will be allowed with the understanding that there may be several requests approved for individuals to use the weight room at the same time. Weight room use requests may be accepted by individuals 18 years and older. ECSD middle and high school age students may use the weight room under the direction of a district employee, district volunteer, or parent that has requested to use the weight room. Children elementary age and under will not be allowed in the weight room (including children of adults approved to use the weight room). Weight room users will follow all posted rules and follow equipment manual directions as posted on site.

Use of Practice Ball Fields

Only trained personnel shall prep fields. Bases and pitching mound must be added or removed to accommodate the groups. Fields must be raked after use.

Use of PAC

Only trained personnel shall operate equipment in the PAC.

Responses from other school districts when asked if they require an insurance certificate for facilities use for non-school groups. Some schools did not respond to the request.

Belleville: I know we do have it on our form and request it, but I can't tell you how strict our facilities/athletics directors are about it.

Beloit: We do require an insurance certificate and typically do not rent to anyone (public - outside of school groups/functions) without it. I can't think of an instance where we have rented without it.

Cambridge: We do require insurance certificate. We do have to have it in hand before the facility use request is processed/approved.

Clinton: Yes. We do require proof of insurance. It's my responsibility to collect that upon the receipt of the facility use form.

Dover/Kansasville: We do have it on the form. We aren't real strict on getting proof.

East Troy: The District's insurance coverage does not protect outside users, and the District may require organizers to provide a certificate of insurance acceptable to the District in connection with large events, or events that present an increased risk of loss or injury. We require a copy of the insurance certificate before they are able to use the facility. This statement is also on the Application form.

Milton: Most of the buildings use are for school related groups, youth sports and non-profits (like 4-H). Our policy states that proof of liability "may be required", however we are not very strict in getting copies of insurance. The exception is when the Milton FFA holds the 4th of July celebration at our Schilberg Park. We have insurance on the carnival rides and fireworks.

New Glarus: Our policy does require proof of insurance for outside groups using our facilities. We are very strict on this for liability reasons.

Sun Prairie: Yes, we require a certificate of liability insurance from groups that participate in physical activities. The facility use software (rSchoolToday) now has a way for clients to upload the certificate right into the system, which has been helpful. I also check quarterly that clients have updated expired certificates.

Watertown: Yes...they have to have proof of insurance and without it they can NOT use the facility. Period.

Treuden, Doreen

From: John Dirkse <john@aegis-wi.com>
Sent: Friday, March 04, 2016 12:22 PM
To: Treuden, Doreen
Subject: RE: Facility Use and Insurance Verification - Edgerton Schools
Attachments: FACILITIES USE AGREEMENT OVERVIEW 2016.docx

Doreen,

Again my apologies. After 21 days, my wife was released from the hospital yesterday and getting her settled in. My plan was to get to the office today and forward to you, based on my commitment of delivery by the end of the week. I was not aware of the time sensitivity of today's board packet creation. I know how important that is.

Attached is a document that we have used in the past. Remarkably, in reviewing the other document it is similar, but primarily limits the discussion to the "Facility Use Agreement." The provisions related to evidence of insurance, indemnification/hold harmless and listing the school as an "Additional Insured" are critical elements of risk transfer and basic responsibilities of the facility user. These requirements are mandatory, however, there is some flexibility the district has with regards to limits of liability required. Most businesses or organized groups will have no problem providing evidence of the requested limits. Also, in recognition of the school district being a major member of the community, Community Insurance developed the **Tenant User Liability Policy** for those times when someone from the community requests use of school facilities, but does not have the required insurance. This policy provides the facility user with the required insurance and automatically names the district as an "Additional Insured" and provides evidence of coverage. The minimal premium is based on estimated participants and can be part of a facility use charge. Typically it is around \$60 or less.

Use agreements for outdoor recreational use of school property or facilities is required by law and we have been working with legal to address the complexity of enforcing this provision of the law. Stay tuned.

Regarding other risk management steps to take, those will depend on the specific event and we can work with the district in outlining those for the event. The article you provided listed some additional, but not all, of other considerations. Quite frankly some of the suggestions seemed very rigid and not as user friendly. The purpose of our document is to primarily focus on the "facility use agreement" and on the importance of the insurance elements.

Take a look and if you have any questions, do not hesitate to ask.

All the best,

John

John A. Dirkse
General Administrator
COMMUNITY INSURANCE CORPORATION
18550 West Capitol Drive, Brookfield, Wisconsin 53045
Telephone: 800-236-6885
Cell: 414-380-9042



School Districts often are confronted with a request from outside organizations or groups to use school facilities or grounds. These “simple” requests can bring with them considerable risks if not properly controlled and managed.

Forming the basis of any managed facilities use program is a properly completed “facility use agreement.” This agreement provides an understanding and contractual recognition of the responsibilities of the school and the organization/group using the facility.

There are three important elements to the facility use agreement:

- Rules and restrictions imposed on the organization/group for use of the school facility
- An indemnification and hold harmless agreement
- Evidence of insurance coverage and the listing of the School District as an additional insured

These three elements control the use of the facility and provides an extra layer of protection for the school district in the unfortunate event that a claim is brought against the district. The use of a facility use agreement can be applied for many different types of activities including meetings, luncheons concerts, however the most common uses are for recreational activities (which are now required by law) or other special events.

Are there other risk management steps should be considered when allowing your school’s facilities by others? Here are a few considerations:

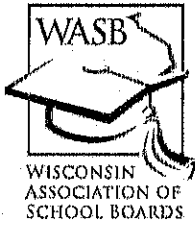
- **Your school’s facility use policies and agreements should be developed with the advice of legal counsel. (Community Insurance can provide this service)**
- **Establish guidelines that define the type of activities or groups that can use your school’s facilities or property. (When in doubt work with your insurance carrier to discuss exceptions)**
- **Make it a rule that prior to the use of any facility, a written agreement is in place that identifies the parties, date and time of activities, expected number of participants, the identified facility or property and any restrictions that are to be enforced.**
- **Insurance should be required for any event that is deemed high-risk to your school district.**

Generally speaking this requirement would not apply to meetings, luncheons or displays and should be reserved for use of recreational facilities or other outdoor activities and overnight activities.

- **If the facility user is a business or organized group (Lions Club, Rotary, church group, etc...) they will be able to provide evidence of insurance.**

- **If the facility user is a not a business or organized group (a class reunion committee, a loosely organized club or hobby group) Community Insurance provides a Tenant Users Liability Policy (TULIP) that provides a \$250,000 limit of liability that protects the user and automatically lists the school district as an additional insured.**
- **The outside group must provide evidence of insurance prior to the use of the school facilities or grounds. This is usually demonstrated by a certificate of insurance.**
- **The school should request to be indemnified in an amount of at least \$1 million for any claims (including injury to persons or damage to property) arising out of the use of the school premises by the user and be listed as an “additional insured.”**
- **Another consideration regarding insurance is the agreement that the insurance policies of the facility user will respond as primary and that any policies procured by the school that might happen to provide insurance protection or benefits to the school arising out of outside group's use of the school premises shall be excess.**
- **Check in and check out procedures should be required with your building administrator and/or maintenance supervisor.**
- **Describe the only areas of the building that may be used by the facility user and seek to (as much as possible) restrict access to other areas of your school facilities.**
- **Provide in the agreement that the building or facilities will be left in the condition that was present when the activity began. If any of the facilities were altered by decorations, lighting, movement of furniture or equipment that the room or facility be brought back to its original condition.**
- **In the event of an incident or accident resulting in bodily injury or property damage, the facility user will provide written notice, describing the event, the date and time of the event and the names and contact information of the individuals involved, including any witnesses.**
- **The facility use agreement should clearly define those activities which the district will not allow on school property.**

There are other risk management steps that should be considered when allowing your school's facilities to be used by others. With the understanding that the school district and their facilities are a valuable part of each community, there are certain steps that can be administered with the flexibility demanded by situations outside of those defined in the facility use agreement. We encourage school district officials to consult with their assigned Community Insurance Risk Management Consultant for assistance.



NEW LAWS

2011 WISCONSIN ACT 162

Assembly Bill 497

Effective Date: April 12, 2012

IMMUNITY FROM LIABILITY FOR SCHOOL BOARDS THAT PROVIDE PUBLIC ACCESS TO SCHOOL GROUNDS FOR CERTAIN RECREATIONAL ACTIVITIES

MAKING NOTICE OF CLAIM AND LIMITATIONS ON DAMAGES PROVISIONS APPLICABLE TO CLAIMS AGAINST CERTAIN VOLUNTEERS

This new law provides school districts, school boards and governing bodies of charter schools and their officers, employees, or agents with broad immunity from liability for the death of, any injury to, or any death or injury caused by, a person engaging in recreational activities taking place on the school grounds pursuant to a written recreational agreement.

This new law further provides that with respect to a person who enters the school grounds to participate in recreational activities pursuant to such an agreement, no school district, school board, governing body of a charter school, nor any officer, employee, or agent of a school board or of a governing body of a charter school, owes a duty to keep the school grounds safe, to inspect the school grounds, or to warn of unsafe circumstances. Several exceptions to this general rule of immunity are set forth in the Act.

None of the limitations on a school's or school district's liability created by this new law are affected by the provisions of section 895.525 of the state statutes that address the responsibilities of participants in recreational activities.

In addition, this new law provides that, for the purposes of the state statute that requires the filing of notices of claims and limits the amount that can be recovered in any action based on the negligence of a school district or its officers, agents or employees, an "agent" includes a "volunteer" as defined under the new law.

The following are some additional details regarding the specific provisions of Act 162:

Act 162 provides that for the immunity from liability to apply, the person must be engaging or participating in a "recreational activity" held pursuant to a "recreational agreement" (as these terms are defined in the Act).

Under Act 162, "recreational activity" does not include any indoor or outdoor organized team sport or activity organized and held by a school, but does include various types of indoor

physical activities, whether organized or unorganized, undertaken for the purpose of exercise, relaxation, diversion, education, or pleasure, as well as a variety of enumerated outdoor activities undertaken for the purpose of exercise, relaxation, diversion, education, or pleasure, including practice or instruction in any such activity.

Under Act 162, a “recreational agreement” is a written authorization granted by the school to a person that permits public access to the school grounds for a recreational activity. It must include: a description of the recreational activity or activities to be held on the school grounds pursuant to the agreement; the time and place of the recreational activity or activities; any eligibility requirements for participation; whether and, if so, to what extent participants who are minors will be supervised; and a clear statement describing a participant's assumption of risk.

Act 162 specifically **does not** limit the liability for death or injury: to persons participating in a recreational activity involving a weight room, a swimming pool, or gymnastic equipment pursuant to a recreational agreement; to spectators on school grounds being used for a recreational activity pursuant to a recreational agreement; or caused by a malicious act or malicious failure to warn against an unsafe condition of which an officer, employee, or agent of a school was aware, and which occurs on school grounds being used for a recreational activity pursuant to a recreational agreement.

Current law permits school boards to grant the temporary use of school grounds, buildings, facilities, or equipment, upon such conditions, including fees not to exceed actual costs, as determined by the school board, to any responsible person for any lawful nonschool purpose if such use does not interfere with use for school purposes or school-related functions. For purposes of recreational activities held pursuant to recreational agreements, Act 162 defines "actual costs" as “reasonable costs for maintenance, security, supervision of participants who are minors, if applicable, and cleaning.”

Finally, Act 162 expands the scope of the limitations on recovery under section 893.80 of the state statutes by providing that for purposes of that statute, an “agent” includes a “volunteer” (as defined in the act). Act 162 further provides that a school district’s procurement or maintenance of insurance or self-insurance, irrespective of the extent or type of coverage or the persons insured, shall not constitute a waiver of the provisions of section 893.80 of the state statutes nor shall it be relied upon to deny a person status as an officer, official, agent, or employee of the school district that is procuring or maintaining the insurance or self-insurance.

Note: The text of Act 162 can be found at: <https://docs.legis.wisconsin.gov/2011/related/acts/162>

Treuden, Doreen

From: Ben Richter <brichter@wasb.org>
Sent: Thursday, March 03, 2016 1:25 PM
To: Treuden, Doreen
Subject: RE: Act 162
Attachments: C201009.pdf; N200312.pdf

See below.

From: Treuden, Doreen [mailto:TreudenD@evansville.k12.wi.us]
Sent: Thursday, March 3, 2016 10:58 AM
To: Ben Richter
Subject: Act 162

Hi Ben,

Thank you for sending the info about liability for facility use. In looking at the publication that you sent and after reading the act and the statutes, it's not clear to me if the District has any liability or not.

Specifically can you explain the following statement to me?

*Act 162 specifically **does not** limit the liability for death or injury: to persons participating in a recreational activity involving a weight room, a swimming pool, or gymnastic equipment pursuant to a recreational agreement; to spectators on school grounds being used for a recreational activity pursuant to a recreational agreement; or caused by a malicious act or malicious failure to warn against an unsafe condition of which an officer, employee, or agent of a school was aware, and which occurs on school grounds being used for a recreational activity pursuant to a recreational agreement.*

If we have a facility use contract with a community member who wants to hold basketball games for kids ages 10-12 in our school gym.....and someone gets hurt.....trips over a basketball on the floor in the gym and breaks their hip.....does the District have immunity for liability based on Act 162? ***If it's a spectator, then clearly no, this Act would not give you immunity. If it's a participant, then yes, you'd likely have immunity provided the recreational agreement is sufficient.***

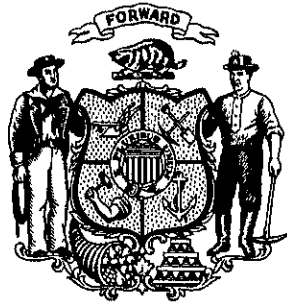
Or same scenario as above, but a spectator sexually assaults a student during the basketball game.....does the District have immunity? ***No. Not pursuant to this statute. Other immunity protections may be available (see the attachments). However, just because you don't have immunity doesn't mean that you have any liability either. For tips to reduce your liability exposure, contact the district's liability insurance carrier.***

Both scenarios are assuming that we have the proper recreational agreement in place.

Thank you for your help.

Doreen Treuden
Business Manager
(608) 882-3383
treudend@evansville.k12.wi.us

State of Wisconsin



2011 Assembly Bill 497

Date of enactment: March 29, 2012

Date of publication*: April 11, 2012

2011 WISCONSIN ACT 162

AN ACT to renumber 893.80 (1); to amend 60.44 (1) (a), 120.13 (17), 893.80 (1g), 893.80 (1m), 893.80 (1p) and 895.525 (5); and to create 893.80 (1b), 893.80 (9) and 895.523 of the statutes; relating to: providing immunity from liability to a school board or the governing body of a charter school that provides public access to school grounds for certain recreational activities, making notice of claim provisions applicable to claims against certain volunteers, and procurement or maintenance of insurance by volunteer fire companies and governmental bodies.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1b. 60.44 (1) (a) of the statutes is amended to read:

60.44 (1) (a) Claims for money against a town or against officers, officials, agents or employees of the town arising out of acts done in their official capacity shall be filed with the town clerk as provided under s. 893.80 (1) (1d) (b). This paragraph does not apply to actions commenced under s. 19.37, 19.97 or 281.99.

SECTION 1e. 120.13 (17) of the statutes is amended to read:

120.13 (17) TEMPORARY USE OF SCHOOL PROPERTY. Grant the temporary use of school grounds, buildings, facilities, or equipment, upon such conditions, including fees not to exceed actual costs, as determined by the school board, to any responsible person for any lawful nonschool purpose if such use does not interfere with use for school purposes or school-related functions. For purposes of s. 895.523, "actual costs" means reasonable costs for maintenance, security, supervision of participants who are minors, if applicable, and cleaning. Fees received under this subsection shall be paid into the

school district treasury and accounted for as prescribed under s. 115.28 (13). The user shall be primarily liable, and, except as provided in s. 895.523, the school board secondarily liable, for any damage to property and for any expense incurred in consequence of any use of school grounds, buildings, facilities, or equipment under this subsection.

SECTION 1g. 893.80 (1) of the statutes is renumbered 893.80 (1d).

SECTION 1gm. 893.80 (1b) of the statutes is created to read:

893.80 (1b) In this section, "agent" includes a volunteer. In this subsection, "volunteer" means a person who satisfies all of the following:

(a) The person provides services or performs duties for and with the express or implied consent of a volunteer fire company organized under ch. 181 or 213, political corporation, or governmental subdivision or agency thereof. A person satisfies the requirements under this paragraph even if the activities of the person with regard to the services and duties and the details and method by which the services are provided and the duties are performed are left to the discretion of the person.

* Section 991.11, WISCONSIN STATUTES 2009-10: Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication as designated" by the secretary of state [the date of publication may not be more than 10 working days after the date of enactment].

(b) The person is subject to the right of control of the volunteer company, political corporation, or governmental subdivision or agency described in par. (a).

(c) The person is not paid a fee, salary, or other compensation by any person for the services or duties described in par. (a). In this paragraph, "compensation" does not include the reimbursement of expenses.

SECTION 1h. 893.80 (1g) of the statutes is amended to read:

893.80 (1g) Notice of disallowance of the claim submitted under sub. (1) (1d) shall be served on the claimant by registered or certified mail and the receipt therefor, signed by the claimant, or the returned registered letter, shall be proof of service. Failure of the appropriate body to disallow a claim within 120 days after presentation of the written notice of the claim is a disallowance. No action on a claim under this section against any defendant fire company, corporation, subdivision or agency nor against any defendant officer, official, agent or employee, may be brought after 6 months from the date of service of the notice of disallowance, and the notice of disallowance shall contain a statement to that effect.

SECTION 1L. 893.80 (1m) of the statutes is amended to read:

893.80 (1m) With regard to a claim to recover damages for medical malpractice, the provisions of sub. (1) (1d) do not apply. The time periods that apply for commencing an action under this section for damages for medical malpractice are the time periods under ss. 893.55 (1m), (2), and (3) and 893.56.

SECTION 1p. 893.80 (1p) of the statutes is amended to read:

893.80 (1p) No action may be brought or maintained with regard to a claim to recover damages against any political corporation, governmental subdivision or agency thereof for the negligent inspection of any property, premises, place of employment or construction site for the violation of any statute, rule, ordinance or health and safety code unless the alleged negligent act or omission occurred after November 30, 1976. In any such action, the time period under sub. (1) (1d) (a) shall be one year after discovery of the negligent act or omission or the date on which, in the exercise of reasonable diligence the negligent act or omission should have been discovered.

SECTION 1y. 893.80 (9) of the statutes is created to read:

893.80 (9) The procurement or maintenance of insurance or self-insurance by a volunteer fire company organized under ch. 181 or 213, political corporation, or governmental subdivision or agency thereof, irrespective of the extent or type of coverage or the persons insured, shall not do any of the following:

(a) Constitute a waiver of the provisions of this section.

(b) Be relied upon to deny a person status as an officer, official, agent, or employee of the volunteer fire company, political corporation, or governmental subdivision or agency thereof.

SECTION 2. 895.523 of the statutes is created to read:

895.523 Recreational activities in a school building or on school grounds; limitation of liability. (1) DEFINITIONS. In this section:

(a) "Governing body of a charter school" means the person that operates a charter school established under s. 118.40 (2) or (2m) or the entity that operates a charter school established under s. 118.40 (2r).

(b) "Injury" means an injury to a person or to property.

(c) 1. Except as provided in subd. 2., "recreational activity" means all of the following:

a. Any indoor physical activity, sport, team sport, or game, whether organized or unorganized, undertaken for the purpose of exercise, relaxation, diversion, education, or pleasure.

b. Any outdoor activity undertaken for the purpose of exercise, relaxation, or pleasure, including practice or instruction in any such activity. In this subd. 1. b., "outdoor activity" includes hunting, fishing, trapping, camping, picnicking, exploring caves, nature study, bicycling, horseback riding, bird-watching, motorcycling, operating an all-terrain vehicle, ballooning, hang gliding, hiking, tobogganing, sledding, sleigh riding, snowmobiling, skiing, skating, water sports, sight-seeing, rock-climbing, cutting or removing wood, climbing observation towers, animal training, harvesting the products of nature, sport shooting, and any other outdoor sport, game, or educational activity.

2. "Recreational activity" does not include any indoor or outdoor organized team sport or activity organized and held by a school district, school board, or governing body of a charter school.

(d) "Recreational agreement" means a written authorization granted by a school board or the governing body of a charter school to a person that permits public access to all or a specified part of the school grounds for the purpose of any recreational activity and that satisfies the requirements under sub. (5).

(e) "School board" means the school board or board of school directors in charge of the public schools of a school district.

(f) "School building" means a building designed for and used as a school by a school district, by a school board, or by the governing body of a charter school.

(g) "School grounds" means real property, and any school buildings, accessory buildings, structures, and improvements thereon, owned, leased, or rented by a school district, by a school board, or by the governing body of a charter school and used primarily for public school purposes.

(gm) "Spectator" means a person who attends or watches a recreational activity but does not engage or participate in or intend to engage or participate in the recreational activity.

(h) "Sport" means an activity requiring physical exertion and skill and which, by its nature and organization, is competitive and includes a set of rules for play.

(2) NO DUTY; IMMUNITY FROM LIABILITY. (a) Except as provided in sub. (3), no school district, no school board, no governing body of a charter school, and no officer, employee, or agent of a school board or of a governing body of a charter school, owes to any person who enters the school grounds of the school board or of the governing body of a charter school to engage or participate in a recreational activity held pursuant to a recreational agreement any of the following:

1. A duty to keep the school grounds safe for the recreational activity.

2. A duty to inspect the school grounds.

3. A duty to give warning of an unsafe condition, use, or activity on the school grounds.

(b) Except as provided in sub. (3), no school district, no school board, no governing body of a charter school, and no officer, employee, or agent of a school board or of a governing body of a charter school, is liable for the death of, any injury to, or any death or injury caused by, a person engaging or participating in a recreational activity held pursuant to a recreational agreement and taking place on the school grounds of the school board or of the governing body of a charter school.

(3) LIABILITY. Subsection (2) does not limit the liability of a school district, a school board, a governing body of a charter school, or an officer, employee, or agent of the school board or of the governing body of a charter school for any of the following:

(a) A death or injury caused by a malicious act or by a malicious failure to warn against an unsafe condition of which an officer, employee, or agent of the school board or of the governing body of a charter school knew, which occurs on the school grounds of the school board or of the governing body of a charter school designated for use in a recreational agreement and being used by a person for a recreational activity held pursuant to the recreational agreement.

(b) The death of or injury to a spectator that occurs on the school grounds of the school board or of the governing body of a charter school designated for use in a recreational agreement during the recreational activity.

(c) The death of or injury to a person participating in a recreational activity involving any of the following pursuant to a recreational agreement:

1. A weight room.

2. A swimming pool.

3. Gymnastic equipment.

(4) NO DUTY OR LIABILITY CREATED. Except as expressly provided in this section, nothing in this section or s. 101.11 nor the common law attractive nuisance doctrine creates any duty of care or ground of liability toward any person who uses school grounds to engage or participate in a recreational activity held pursuant to a recreational agreement.

(5) RECREATIONAL AGREEMENT. Each recreational agreement shall include all of the following:

(a) A description of the recreational activity or activities to be held on the school grounds pursuant to the agreement.

(b) The time and place of the recreational activity or activities.

(c) Any eligibility requirements for participation in the recreational activity or activities.

(d) Whether and, if so, to what extent participants who are minors will be supervised.

(e) A clear statement describing a participant's assumption of risk.

SECTION 3. 895.525 (5) of the statutes is amended to read:

895.525 (5) EFFECT ON RELATED PROVISION PROVISIONS. Nothing in this section affects the limitation of property owners' liability under s. 895.52 or the limitation of school districts' liability, of school boards' liability, and of liability of governing bodies of charter schools under s. 895.523.

SECTION 4. Initial applicability.

(1) In this section:

(a) "Recreational activity" has the meaning given in section 895.523 (1) (c) of the statutes, as created by this act.

(b) "School grounds" has the meaning given in section 895.523 (1) (g) of the statutes, as created by this act.

(c) "Spectator" has the meaning given in section 895.523 (1) (gm) of the statutes, as created by this act.

(2) This act first applies to the death of or any injury to a spectator and to the death of or any injury to, or any death or injury caused by, a person engaging or participating in a recreational activity on school grounds on the effective date of this subsection.

Land need not be open for recreational use for immunity to apply under this section. The focus is on the activity of the person who enters on and uses the land. Immunity applies without regard to the owner's permission. *Verdoljak v. Mosinee Paper Corp.*, 200 Wis. 2d 624, 547 N.W.2d 602 (1996), 94–2549.

An activity essentially recreational in nature will not be divided into component parts, at one moment recreational and at another not, in applying this section. *Verdoljak v. Mosinee Paper Corp.*, 200 Wis. 2d 624, 547 N.W.2d 602 (1996), 94–2549.

Recreational immunity does not attach to a landowner when an act of the landowner's officer, employee, or agent that is unrelated to the maintenance or condition of the land causes injury to a recreational land user. *Kosky v. International Association of Lions Clubs*, 210 Wis. 2d 463, 565 N.W.2d 260 (Ct. App. 1997), 96–2532.

A portable ice shanty located on a frozen lake does not qualify as recreational "property," and its presence on the lake is insufficient to establish its owner as an "occupant" of the lake entitled to recreational immunity. *Doane v. Helenville Mutual Insurance Co.*, 216 Wis. 2d 345, 575 N.W.2d 734 (Ct. App. 1998), 97–1420.

Walking for exercise through a park on the way to do errands was a recreational activity. *Lasky v. City of Stevens Point*, 220 Wis. 2d 1, 582 N.W.2d 64 (Ct. App. 1998), 97–2728.

To find immunity under this section, the court must examine not only the plaintiff's reason for being on the property, but also the activity taking place on the property. While a spectator's presence at a school football game is recreational, the exception from landowner immunity for injuries incurred in recreational activities for sponsors of organized sports extends to spectators, not just participants. *Meyer v. School District of Colby*, 226 Wis. 2d 704, 595 N.W.2d 339 (1999), 98–0482.

An attendee at a fair who was injured while attempting to capture a runaway steer was engaged in recreational activity. There is no "Good Samaritan" exception to the recreational immunity provided by this section. *Schultz v. Grinnell Mutual Reinsurance Co.*, 229 Wis. 2d 513, 600 N.W.2d 243 (Ct. App. 1999), 98–3466.

Immunity for nonprofit organizations is not limited to those that act in the public interest and gratuitously open their land to the general public. It is not a violation of equal protection to treat "non-charitable" nonprofit organizations differently than private property owners. *Beñke v. Lauderdale of LaCrosse, Inc.*, 2000 WI App 107, 235 Wis. 2d 103, 612 N.W.2d 332, 99–1897.

Although individual condominium unit owners held title to an undivided interest in common areas, a condominium association was an occupant and therefore an owner under sub. (1) (d). *Beñke v. Lauderdale of LaCrosse, Inc.*, 2000 WI App 107, 235 Wis. 2d 103, 612 N.W.2d 332, 99–1897.

The owner of property subject to an easement is an "owner" under sub. (1) (d). The plaintiff's walking across the easement to gain access to a boat was recreational as the walk was inextricably connected to recreational activity. The plaintiff user of the easement, who was granted the right to use it by a 3rd-person holder of the easement, was not a social guest of the land owner under sub. (6) (d) expressly and individually invited to use the property. The fact that the easement owner granted the right of use as part of the sale of the boat did not render the landowner exempt from immunity under sub. (6) (a). *Urban v. Grasser*, 2001 WI 63, 243 Wis. 2d 673, 627 N.W.2d 511, 99–0933.

An "owner" under sub. (1) (d) 1. includes an "occupant." A child who is an occupant is capable of extending an invitation that triggers the social guest exception under sub. (6) (d). A guest's continuous act that begins on an owner's property but propels the guest a few feet from the property where an injury occurs compelled the conclusion that sub. (6) (d) must be construed to allow for the extension of the social guest status to the injuries suffered. *Waters v. Pertzborn*, 2001 WI 62, 243 Wis. 2d 703, 627 N.W.2d 497, 99–1702.

This section is liberally construed in favor of property owners when the activity in question is not specifically listed but is substantially similar to listed activities or when the activity is undertaken in circumstances substantially similar to the circumstances of a recreational activity. *Minnesota Fire & Casualty Insurance Co. v. Paper Recycling of LaCrosse*, 2001 WI 64, 244 Wis. 2d 290, 627 N.W.2d 527, 99–0327.

Because a child's subjective assessment of recreational activity could include every form of child's play, an objective, reasonable adult standard must be applied to determine whether a child's play is recreational. Crawling through stacks of baled paper at an industrial site while lighting matches and starting fires was not recreational activity. *Minnesota Fire & Casualty Insurance Co. v. Paper Recycling of LaCrosse*, 2001 WI 64, 244 Wis. 2d 290, 627 N.W.2d 527, 99–0327.

The nature of property can be a significant factor in determining whether an activity is recreational, although it is not dispositive. That a commercial site is used only for a business purpose that is not open to the public, as indicated by a fence to keep people away, argues against children's mischievous conduct on the premises being substantially similar to a recreational activity. *Minnesota Fire & Casualty Insurance Co. v. Paper Recycling of LaCrosse*, 2001 WI 64, 244 Wis. 2d 290, 627 N.W.2d 527, 99–0327.

A deer stand is a "structure" under sub. (1) (f). A structure or improvement need not be owned by the owner of the underlying land to constitute "property" under sub. (1) (f). *Peterson v. Midwest Security Insurance Co.*, 2001 WI 131, 248 Wis. 2d 567, 636 N.W.2d 727, 99–2987.

A suit by an elementary school student injured while playing during a mandatory school recess was not barred by this section because the student did not enter the school property to engage in a recreational activity, but for education purposes in order to comply with the state's compulsory attendance and truancy laws. *Auman v. School District of Stanley-Boyd*, 2001 WI 125, 248 Wis. 2d 548, 635 N.W.2d 762, 00–2356.

Sponsorship under sub. (1) (g) contemplates a relationship between the person or organization paying for or planning the project or activity and the intended beneficiary and envisions a relationship between the sponsor and the activity resulting in financial benefits to the sponsor. That a city sponsored one soccer association did not mean it was a sponsor of all organized soccer team activities on city fields. *Miller v. Wausau Underwriters Insurance Co.*, 2003 WI App 58, 260 Wis. 2d 581, 659 N.W.2d 494, 02–1632.

As long as one of the purposes for engaging in the activity is recreation the statute attaches and bars a claim. *Kautz v. Ozaukee County Agricultural Society*, 2004 WI App 202, 276 Wis. 2d 833, 689 N.W.2d 771, 03–3281.

That plaintiff's claim was she was injured when she became infected with E Coli as a result of climbing on farm equipment and not as a result of an activity on land or improvements to land was irrelevant. Whether or not the equipment was property within the meaning of this section, the injuring mechanism was not the farm equip-

ment, but rather the bacteria from animal waste tracked onto the equipment from the defendant's real property and was directly related to the condition or maintenance of the defendant's real property. *Kautz v. Ozaukee County Agricultural Society*, 2004 WI App 202, 276 Wis. 2d 833, 689 N.W.2d 771, 03–3281.

An owner under sub. (1) (d) 1. includes a person who has the actual use of the property without legal title, dominion, or tenancy and encompasses a resident of land who is more transient than either a lessee or an owner. An owner under sub. (1) (d) 2. is a governmental body or nonprofit organization that has a written authorization granted by an owner permitting public access to the owner's property for any recreational activity. It would be unreasonable to allow a snowmobile association immunity if it were granted an easement directly, but disallowing it if the easement went first to a government entity, which then arranged with the association to manage, maintain, and construct the trails necessary for recreational access. *Leu v. Price County Snowmobile Trails Association, Inc.*, 2005 WI App 81, 280 Wis. 2d 765, 695 N.W.2d 889, 04–1859.

Walking may or may not be a recreational activity under the statute, depending on the circumstances. Mere presence on property suitable for recreational activity when a plaintiff is injured does not, ipso facto, make this section applicable. Although the injured person's subjective assessment of the activity is pertinent, it is not controlling. A court must consider the nature of the property, the nature of the owner's activity, and the reason the injured person is on the property. A court should consider the totality of circumstances surrounding the activity, including the intrinsic nature, purpose, and consequences of the activity. *Rintelman v. Boys & Girls Clubs of Greater Milwaukee, Inc.*, 2005 WI App 246, 288 Wis. 2d 394, 707 N.W.2d 897, 04–2669.

The legislature did not enact this section to stop landowners from engaging in negligent behavior, but to induce property owners to open their land for recreational use. Recreational users are to bear the risk of the recreational activity. *Held v. Ackerville Snow Club*, 2007 WI App 43, 300 Wis. 2d 498, 730 N.W.2d 428, 06–0914.

This section does not distinguish between active and passive negligence. Claims for passive negligence, such as a snowmobile club's alleged failure to retrieve grooming equipment from a trail, were no more viable than claims for active negligence, such as an alleged decision to leave the disabled equipment partially on the trail in a blind curve. All of the acts alleged were related to the condition or maintenance of the snowmobile trail. *Held v. Ackerville Snow Club*, 2007 WI App 43, 300 Wis. 2d 498, 730 N.W.2d 428, 06–0914.

Sub. (1) (c) does not define nonprofit by referencing the chapter under which corporations were incorporated, either ch. 180 or 181, so that factor is not dispositive of the question. It would be an absurd result to read this section as making a for-profit organization out of an organization that throughout its existence has been governed by articles of incorporation that define it as a nonprofit, has been documented by state agencies as a nonprofit, and has been in compliance with IRS regulations as a nonprofit. *DeLa Trinidad v. Capitol Indemnity Corporation*, 2009 WI 8, 315 Wis. 2d 324, 759 N.W.2d 586, 07–0045.

An occupant under sub. (1) (d) 1. includes persons who, while not owners or tenants, have the actual use of land. Occupant includes one who has the actual use of property without legal title, dominion, or tenancy. In order to give meaning to "occupies," the term should be interpreted to encompass a resident of land who is more transient than either a lessee or an owner. *Milton v. Washburn County*, 2011 WI App 48, 332 Wis. 2d 319, 797 N.W.2d 924, 10–0316.

By including "cutting or removing wood" within the definition of "recreational activity," the legislature made a policy choice that engaging in the activity of "cutting or removing wood" is a recreational activity. In cases in which an individual was injured while engaging in an activity specifically enumerated under the statute, the courts have determined that the activity is "recreational," without examining the various aspects or the purposes of the activity. *WEA Property & Casualty Insurance Company v. Krisik*, 2013 WI App 139, 352 Wis. 2d 73, 841 N.W.2d 290, 11–1335.

For purposes of this section, sub. (1) (d) 1. defines an "owner," as a person "that owns, leases or occupies property." It is not the rule that one occupies property for purposes of the recreational immunity statute only when there is express permission to enter the property. *WEA Property & Casualty Insurance Company v. Krisik*, 2013 WI App 139, 352 Wis. 2d 73, 841 N.W.2d 290, 11–1335.

Case law makes clear that the act of walking to or from an immune activity constitutes recreational activity. *Carini v. ProHealth Care, Inc.*, 2015 WI App 61, ___ Wis. 2d ___, ___ N.W.2d ___, 14–1131.

Recreational immunity applies when a temporary condition is placed upon the land. The length of time the allegedly negligent unsafe condition is present does not matter. A temporary, artificial condition may constitute a "condition" of the land under sub. (2) (a) 3. *Carini v. ProHealth Care, Inc.*, 2015 WI App 61, ___ Wis. 2d ___, ___ N.W.2d ___, 14–1131.

Wisconsin's Recreational Use Statute: Towards Sharpening the Picture at the Edges. 1991 WLR 491.

Minnesota Fire & Casualty Insurance Co. v. Paper Recycling of LaCrosse: Why Property Owners Should Fear the Mischievous Boys at Play and Wisconsin Supreme Court Justices at Work. Salva. 2002 WLR 999.

Wisconsin's Recreational Use Statute. Pendleton. Wis. Law. May 1993.

895.523 Recreational activities in a school building or on school grounds; limitation of liability. (1) DEFINITIONS. In this section:

(a) "Governing body of a charter school" means the person that operates a charter school established under s. 118.40 (2) or (2m) or the entity that operates a charter school established under s. 118.40 (2r) or (2x).

(b) "Injury" means an injury to a person or to property.

(c) 1. Except as provided in subd. 2., "recreational activity" means all of the following:

a. Any indoor physical activity, sport, team sport, or game, whether organized or unorganized, undertaken for the purpose of exercise, relaxation, diversion, education, or pleasure.

b. Any outdoor activity undertaken for the purpose of exercise, relaxation, or pleasure, including practice or instruction in any such activity. In this subd. 1. b., “outdoor activity” includes hunting, fishing, trapping, camping, picnicking, exploring caves, nature study, bicycling, horseback riding, bird-watching, motorcycling, operating an all-terrain vehicle, ballooning, hang gliding, hiking, tobogganing, sledding, sleigh riding, snowmobiling, skiing, skating, water sports, sight-seeing, rock-climbing, cutting or removing wood, climbing observation towers, animal training, harvesting the products of nature, sport shooting, and any other outdoor sport, game, or educational activity.

2. “Recreational activity” does not include any indoor or outdoor organized team sport or activity organized and held by a school district, school board, or governing body of a charter school.

(d) “Recreational agreement” means a written authorization granted by a school board or the governing body of a charter school to a person that permits public access to all or a specified part of the school grounds for the purpose of any recreational activity and that satisfies the requirements under sub. (5).

(e) “School board” means the school board or board of school directors in charge of the public schools of a school district.

(f) “School building” means a building designed for and used as a school by a school district, by a school board, or by the governing body of a charter school.

(g) “School grounds” means real property, and any school buildings, accessory buildings, structures, and improvements thereon, owned, leased, or rented by a school district, by a school board, or by the governing body of a charter school and used primarily for public school purposes.

(gm) “Spectator” means a person who attends or watches a recreational activity but does not engage or participate in or intend to engage or participate in the recreational activity.

(h) “Sport” means an activity requiring physical exertion and skill and which, by its nature and organization, is competitive and includes a set of rules for play.

(2) NO DUTY; IMMUNITY FROM LIABILITY. (a) Except as provided in sub. (3), no school district, no school board, no governing body of a charter school, and no officer, employee, or agent of a school board or of a governing body of a charter school, owes to any person who enters the school grounds of the school board or of the governing body of a charter school to engage or participate in a recreational activity held pursuant to a recreational agreement any of the following:

1. A duty to keep the school grounds safe for the recreational activity.
2. A duty to inspect the school grounds.
3. A duty to give warning of an unsafe condition, use, or activity on the school grounds.

(b) Except as provided in sub. (3), no school district, no school board, no governing body of a charter school, and no officer, employee, or agent of a school board or of a governing body of a charter school, is liable for the death of, any injury to, or any death or injury caused by, a person engaging or participating in a recreational activity held pursuant to a recreational agreement and taking place on the school grounds of the school board or of the governing body of a charter school.

(3) LIABILITY. Subsection (2) does not limit the liability of a school district, a school board, a governing body of a charter school, or an officer, employee, or agent of the school board or of the governing body of a charter school for any of the following:

(a) A death or injury caused by a malicious act or by a malicious failure to warn against an unsafe condition of which an officer, employee, or agent of the school board or of the governing body of a charter school knew, which occurs on the school grounds of the school board or of the governing body of a charter school designated for use in a recreational agreement and being

used by a person for a recreational activity held pursuant to the recreational agreement.

(b) The death of or injury to a spectator that occurs on the school grounds of the school board or of the governing body of a charter school designated for use in a recreational agreement during the recreational activity.

(c) The death of or injury to a person participating in a recreational activity involving any of the following pursuant to a recreational agreement:

1. A weight room.
2. A swimming pool.
3. Gymnastic equipment.

(4) NO DUTY OR LIABILITY CREATED. Except as expressly provided in this section, nothing in this section or s. 101.11 nor the common law attractive nuisance doctrine creates any duty of care or ground of liability toward any person who uses school grounds to engage or participate in a recreational activity held pursuant to a recreational agreement.

(5) RECREATIONAL AGREEMENT. Each recreational agreement shall include all of the following:

- (a) A description of the recreational activity or activities to be held on the school grounds pursuant to the agreement.
- (b) The time and place of the recreational activity or activities.
- (c) Any eligibility requirements for participation in the recreational activity or activities.
- (d) Whether and, if so, to what extent participants who are minors will be supervised.
- (e) A clear statement describing a participant’s assumption of risk.

History: 2011 a. 162; 2015 a. 55.

895.524 Participation in an agricultural tourism activity; limitations on civil liability, assumption of risk.

(1) DEFINITIONS. In this section:

(a) “Agricultural tourism activity” means an educational or recreational activity that takes place on a farm, ranch, grove, or other place where agricultural, horticultural, or silvicultural crops are grown or farm animals or farmed fish are raised, and that allows members of the general public, whether or not for a fee, to tour, explore, observe, learn about, participate in, or be entertained by an aspect of agricultural production, harvesting, or husbandry that occurs on the farm, ranch, grove, or other place.

(b) “Agricultural tourism provider” means a person who operates, provides, or demonstrates an agricultural tourism activity.

(c) “Participant” means an individual, other than an agricultural tourism provider, who observes or participates in an agricultural tourism activity.

(d) “Property” means the real property where an agricultural tourism activity takes place and the buildings, structures, and improvements on that real property.

(e) “Risk inherent in an agricultural tourism activity” means a danger or condition that is an integral part of an agricultural tourism activity, including all of the following:

1. The surface and subsurface conditions of land and the natural condition of vegetation and water on the property.
2. The unpredictable behavior of wild, domestic, or farm animals on the property.
3. The ordinary dangers of structures or equipment ordinarily used where agricultural, horticultural, or silvicultural crops are grown or farm animals or farmed fish are raised.
4. The possibility that a participant in an agricultural tourism activity may act in a negligent manner, including by failing to follow instructions given by the agricultural tourism operator or by failing to exercise reasonable caution while engaging in the agricultural tourism activity, that may contribute to the injury to that participant or to another participant.

Recommendation – to use this new version – Required Policy

EVANSVILLE SCHOOL DISTRICT WELLNESS POLICY AND PROCEDURES

The Evansville Community School District Board of Education promotes healthy schools by supporting wellness, good nutrition and regular physical activity as a part of the total learning environment. The District supports a healthy environment where children learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, schools contribute to increase the academic achievement of students. Improved health helps optimize student performance potential. It is the policy of the District that:

- Schools shall provide nutrition education that will educate students to develop the knowledge, attitudes, skills and behavior for life long healthy eating habits. Included in the nutrition education as a performance goal, students will learn good food habits to help build and maintain good health. This performance goal is promoted throughout PK-12 nutrition education.
- Schools shall support and promote dietary habits contributing to students' health status and academic performance. All foods available on school grounds and at school-sponsored activities during the instructional day should meet or exceed the District Nutrition Standards. Emphasis should be placed on foods that are nutrient dense per calorie. Food should be served with consideration toward variety, appeal, taste, safety and packaging to ensure high quality meals.
- Schools shall provide physical education that teaches children the importance of physical exercise and exposes students to a wide range of physical activities, so that students develop the knowledge and skills to be physically active for life. Students receive instruction in the five health-related components of fitness (cardiovascular endurance, muscular endurance, muscular strength, flexibility and body composition). Body composition instruction includes proper diet and healthy eating habits. The education promotes lifelong physical activity and fitness.
- Schools shall provide a quality physical activity program. Physical activity should be included in a school's education program from grades PK through 12. Physical activity could include regular instructional physical education, co-extracurricular activities and recess. Substituting any one of these components for the others is will not be considered appropriate.

PROCEDURES

A. Goals:

1. The District will provide nutrition education that will teach, encourage, and support healthy behaviors.
 - a. Nutrition education shall be based on a standards driven PK-12 comprehensive framework (Wisconsin Model Academic Standards for Nutrition).
 - b. Nutrition education shall be provided to parents in the form of handouts, school website, school newsletters, or other appropriate means.
 - c. Nutrition education shall link to the larger school community, such as school and non-school sponsored activities.

2. The District will follow established nutritional guidelines:
 - a. The school lunch provider will follow the National School Lunch Program guidelines by offering:
 1. At least 4 fruits and/or non-fried vegetables per day
 2. Whole grains
 3. 1% or low fat milk
 4. The elimination of trans fats
 5. Using low fat versions of foods or low fat cooking methods
 - b. All students shall be provided at least 30 minutes for lunch/recess.
 - c. Strong consideration must be given to nonfood items as part of any teacher-to-student incentive program. Should teachers feel compelled to utilize food items as an incentive, they must adhere to the District Nutritional Standards.

3. The District will provide physical education and activity to all students in grades PK-12.
 - a. Provide 90 minutes of instructional physical education for elementary students per week.
 - b. Provide 225 minutes of instructional physical education for middle and high school students per week, on average.
 - c. Ensure students take a required 1.5 credits of physical education during high school.

B. Guidelines for Food and Beverages Offered to Students at School Functions:

1. The District encourages the use of nutrient dense foods for all school functions and activities. At any school function (parties, celebrations, feasts, sporting events, etc.), healthy food options must be available. Suggestions listed below:
 - a. Raw vegetable sticks/slices with low-fat dressing or yogurt dip
 - b. Fresh fruit and 100% fruit juices
 - c. Frozen fruit juice pops
 - d. Dried fruits (raisins, banana chips, etc.)
 - e. Trail mix (dried fruits and nuts)
 - f. Low-fat meat and cheese sandwiches
 - g. Party mix (variety of cereals, nuts, pretzels, etc.)
 - h. Low-sodium crackers
 - i. Baked corn chips & fat free potato chips with salsa and low-fat dips
 - j. Low-fat muffins, granola bars and cookies
 - k. Angel food and sponge cakes

1. Flavored yogurt & fruit parfaits
 - m. Gelatin and low-fat pudding cups
 - n. Low-fat ice creams, frozen yogurts, and sherbets
 - o. Low-fat and skim milk products
 - p. Water
2. It is recognized that there may be rare special occasions, (birthdays, class celebrations) when the school principal may allow a school group to deviate from these guidelines.
 3. The vending sales of water, 100% juices, low calorie sports drinks, and any dairy based beverages will be permitted prior to and after school and throughout the instructional day in the middle and high school (with the exception of lunch periods).
- C. Fundraising:
1. Fundraising activities intended for student consumption during the school day must follow the nutrition guidelines outlined in this policy.
 2. Fundraising activities intended for purchase outside of the school day are exempt from the outlined nutrition guidelines. Order forms for these fundraisers may be distributed during the school day if consumption is not intended during school hours.
- D. Policy Implementation and Evaluation:
1. The principal of each school shall ensure the inclusion of the actions set forth in this policy in Sections A and B.
 2. The District Wellness Policy Committee will evaluate the policy and revisit it as necessary to meet DPI guidelines.
 - a. The Committee will meet a minimum of one time annually
 - b. The Committee membership will include:
 - i. Parent Representative
 - ii. Student Representative from the middle or high school level
 - iii. Administrative Representative
 - iv. Physical Education Teacher
 - v. Health Education Teacher
 - vi. General Education Teacher
 - vii. District Nurse
 - viii. Food Service Director
 - ix. School Board Member
 - c. The District Administrator will inform and update the community on an annual basis according to the Wellness Policy Committee's report.

Legal Ref.: Child Nutrition WIC Reauthorization Act of 2004
2010 Healthy, Hunger Free Kids Act

Local Ref.: Policy #458.1, District Nutrition Standards

Approved: May 8, 2006

458.1 (formerly 458.2)

Revised:

1st Reading: 2/24/16; 2nd Reading: 3/9/16

Recommendation – to replace current 458.2

DISTRICT NUTRITION STANDARDS

The Evansville Community School District strongly encourages the sale or distribution of nutrient dense foods for all school functions and activities. Nutrient dense foods are those foods that provide students with calories rich in the nutrient content needed to be healthy. In an effort to support the consumption of nutrient dense foods in the school setting, the District has adopted the following Nutrition Standards governing the sale of food, beverages and candy on school grounds.

Food (Including Vending):

Any given food item for sale prior to the start of the school day and throughout the instructional day will have no more than 200 calories for a snack item and 350 calories for an entrée item.

Any given food item for sale prior to the start of the school day and throughout the instructional day will have no more than 230 mg of sodium for a snack item and 480 mg of sodium for an entrée item.

Any given food item for sale prior to the start of the school day and throughout the instructional day will have no more than 30% of its total calories derived from fat.

Any given food item for sale prior to the start of the school day and throughout the instructional day will have no more than 10% of its total calories derived from saturated fat.

Nuts and seeds are exempt from these standards because they are nutrient dense and contain high levels of monounsaturated fat. Foods high in monounsaturated fat help lower “bad” LDL cholesterol and maintain “good” HDL cholesterol.

Beverage (Including Vending):

Schools may sell:

- plain water (with or without carbonation)
- unflavored, low fat milk
- unflavored or fat free milk and milk alternatives permitted by NSLP
- 100% fruit or vegetable juice
- 100% fruit or vegetable juice diluted with water (with or without carbonation), and no added sweeteners

| | Elementary | Middle | High |
|--|-----------------------------|------------------------------|------------------------------|
| Water, plain | No portion limit | No portion limit | No portion limit |
| Milk and Juice | Maximum serving size of 8oz | Maximum serving size of 12oz | Maximum serving size of 12oz |
| Calorie free, flavored water or other flavored and/or carbonated beverages containing < 5 calories per 8oz or ≤ 10 calories per 20oz | Not allowable | Not allowable | Maximum serving size of 20oz |
| Beverages with ≤ 40 calories per 8oz , or ≤ 60 calories per 12oz | Not allowable | Not allowable | Maximum serving size of 12oz |

Fundraising Activities and Concessions:

Any fundraising requires administrative approval. To create a school environment that supports the promotion of healthy food and beverage choices for children, it is important to consider all venues where food and beverages are consumed or sold. The following recommendations are encouraged to promote healthy choices for children related to fundraising activities supported by the school:

- Offer non-food items as the items that raise funds such as books, gift wrap, candles, plants, flowers, school promotional items, etc.
- When food and beverages are sold include some healthy food choices.

Legal Ref.: Child Nutrition WIC Reauthorization Act of 2004
2010 Healthy, Hunger Free Kids Act

Local Ref.: Policy #458 – Evansville School District Wellness Policy and Procedures

Recommendation – to remove, as recommended to list as 458.1

DISTRICT NUTRITION STANDARDS

The Evansville School District strongly encourages the sale or distribution of nutrient dense foods for all school functions and activities. Nutrient dense foods are those foods that provide students with calories rich in the nutrient content needed to be healthy. In an effort to support the consumption of nutrient dense foods in the school setting, the District has adopted the following Nutrition Standards governing the sale of food, beverages and candy on school grounds. Sites are encouraged to study these standards and develop building policy using the following District Nutrition Standards as minimal guidelines.

Food: (Including Vending):

Any given food item for sale prior to the start of the school day and throughout the instructional day will have no more than 30% of its total calories derived from fat.

Any given food item for sale prior to the start of the school day and throughout the instructional day will have no more that 10% of its total calories derived from saturated fat.

Nuts and seeds are exempt from these standards because they are nutrient dense and contain high levels of monounsaturated fat. Foods high in monounsaturated fat help lower “bad” LDL cholesterol and maintain “good” HDL cholesterol.

It is recognized that there may be rare special occasions, (birthdays, class celebrations) when the school principal may allow a school group to deviate from these guidelines: when connected to district approved curriculum.

Encourage the consumption of nutrient dense foods, i.e., whole grains, fresh fruits and vegetables.

Acceptable classroom snacks or treats: see “Guidelines for Food and Beverages Offered”

Fundraising Activities and Concessions:

Any fundraising requires administrative approval. To create a school environment that supports the promotion of healthy food and beverage choices for children, it is important to consider all venues where food and beverages are consumed or sold. The following recommendations are encouraged to promote healthy choices for children related to fundraising activities supported by the school:

- Offer non-food items as the items that raise funds such as books, gift wrap, candles, plants, flowers, school promotional items, etc.
- When food and beverages are sold include some healthy food choices.

Recommendation – to remove

GUIDELINES FOR FOOD AND BEVERAGES OFFERED
TO STUDENTS AT SCHOOL FUNCTIONS

The Evansville School District encourages the use of nutrient dense foods for all school functions and activities. Nutrient dense foods are those foods that provide students with calories rich in the nutrient content needed to be healthy. At any school function, (parties, celebrations, feasts, sporting events, etc.) healthy food choice options must be available. Some suggested foods are listed below:

- Raw vegetable sticks/slices with low-fat dressing or yogurt dip
- Fresh fruit and 100% fruit juices
- Frozen fruit juice pops
- Dried fruits (raisins, banana chips, etc.)
- Trail mix (dried fruits and nuts)
- Low-fat meats and cheese sandwiches
- Party mix (variety of cereals, nuts, pretzels, etc.)
- Low-sodium crackers
- Baked corn chips & fat free potato chips with salsa and low-fat dips
- Low-fat muffins, granola bars and cookies
- Angel food and sponge cakes
- Flavored yogurt & fruit parfaits
- Gelatin and low-fat pudding cups
- Low-fat ice creams, frozen yogurts, and sherbets
- Low-fat and skim milk products
- Water

Beverages:

Vending and non vending sales of any carbonated beverages will not be permitted during the instructional day. Carbonated beverages will be permitted at special school events as approved by the building principal.

The vending sales of water, 100% juices, low calorie sport drinks, and dairy based beverages will be permitted prior to and after school and throughout the instructional day in the middle and high schools (with the exception of lunch periods).

No carbonated beverages will be allowed during lunches in grades K-8.

Revised:

1st Reading: 2/24/16; 2nd Reading: 3/9/16

ANIMALS IN SCHOOL

Proper care should be taken with invertebrate animals. The term “animals” throughout this policy refers only to vertebrate animals. Animals may be brought into the classroom for educational purposes only, but under conditions which insure the safety of the students and staff, and the well being of the animal. Instructional use of animals includes the raising, care, and observation of live organisms. It also includes carefully supervised dissection and observation of preserved specimens.

Guidelines:

1. Instructors must be familiar with the needs and behaviors of a given species prior to its introduction into the classroom.
2. All animals must be appropriately housed, humanely cared for, and properly handled. Any animal exhibiting signs of illness or distress must be tended to by a qualified caretaker. Production animals should only be housed temporarily and for particular instructional purposes.
3. The staff member must make provisions for the care and maintenance of the animal(s) during the days when school is not in session.
4. The staff member must use and instruct the students to use the District’s Blood Borne Pathogen and Communicable Disease Policy.
5. Before any animal shall be brought into the school, prior permission must be received from the supervising teacher and the principal.
6. Only the staff member or students designated by the teacher are to handle the animals.
7. At the beginning of the year, parents/guardians will be notified in writing about animals that may be in the classroom throughout the year. The notification will request information regarding any known allergies, compromised immunity, and phobia.
8. Facilities in which animals are regularly present must be posted at the door.
9. Prior to entering the classroom, all animals must be inspected by staff for any signs of illness, open sores or abnormal behaviors. Staff has the discretion to refuse any animal into the classroom.
10. The staff is responsible for cleaning and caring of the animal habitat or area used.
11. Staff and students must wash their hands after handling animals. Staff will enforce hand washing especially before students eat. Animals are not allowed in the vicinity of sinks where students and staff wash their hands, in any area where food is prepared, stored, and served, or in areas used for cleaning and storage of food, utensils, or dishes.
12. If students or staff has any unusual contact such as being bitten, the contact area should be immediately cleaned thoroughly with soap and water. The supervising adult must report the incident immediately to the school office, which will notify parents/guardians, or other appropriate agencies.
13. All animals are not permitted at school unless they have been veterinarian-certified.
14. Live animals may be released only according to specified guidelines.
15. Animals are not to be transported on school buses.
16. Companion/therapy are permitted in the schools and buses with administrative approval.

Dissection:

Students may dissect dead animal organs and tissues only if purchased from a reputable dealer and preserved in a manner that prevents zoonotic disease transmissions. Any other use of dead animal organs and tissues must have the approval of the principal. Lab study may never include contact with cerebral spinal fluid.

1st Reading: 2/14/16; 2nd Reading: 3/9/16

Recommendation – to remove, not required

DOMESTIC PETS ON SCHOOL PREMISES

Pursuant to Evansville city ordinance, Chapter 14, any person owning or having control of an animal on property, public or private, which property is not owned or occupied by such person, shall promptly remove excrement left by such animal and place it in a proper receptacle, bury it or flush it in a toilet on property owned or occupied by the person. Any person causing or permitting an animal to be on any property, public or private, which property is not owned or occupied by such person, shall have in his immediate possession a device or object suitable for removal of the excrement and a depository for the transmission of the excrement to property owned or occupied by the person.

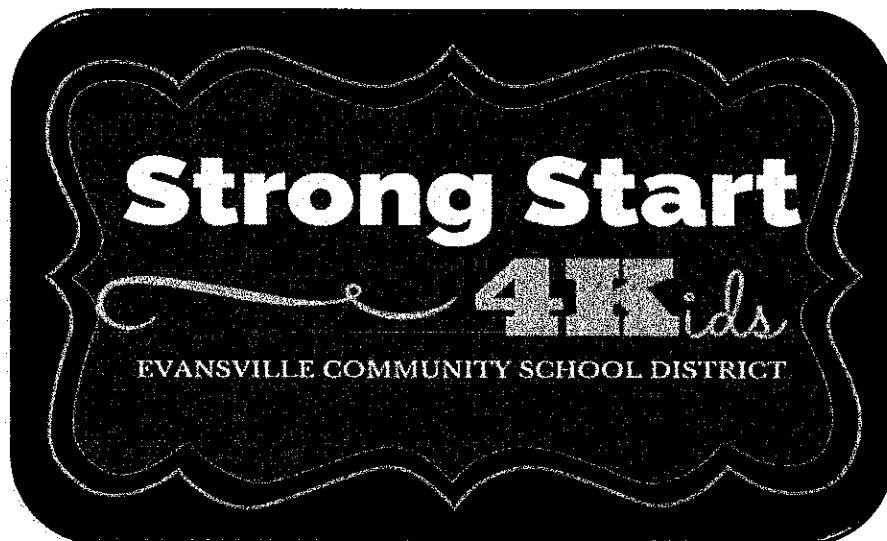
The running of domestic pets at large on District property is strictly prohibited. Any domestic pet which is off the premises of its owner or keeper and unaccompanied by the owner or by some person under his direction, shall be deemed running at large.

No person shall permit any domestic pet owned or kept by him to run at large on District property. All domestic pets must be restrained with an appropriate leash and collar.

It is the duty of the person attending domestic pets to clean up any droppings left by such pet on District property at the time droppings are made.

Violation of this District policy may result in Board of Education action and will be subject to Section 14-37 of the code of ordinances for the City of Evansville or other municipal ordinances in the District.

Legal Ref.: Sections 121.02(1)(i) and 174.056 Wisconsin Statutes
TRANS 300.16 Wisconsin Administrative Code



Parent Handbook 2016-17

Evansville Community School District 4K Centers

Kids Korner

320 Fair Street
Evansville, WI 53536
(608) 882-6672
Jammie Fellows

Pathway Preschool

312 S. Third Street
Evansville, WI 53536
(608) 314-7687
Nichole Soto

Magic Moments

112 W. Church Street
Evansville, WI 53536
(608) 882-6262
Tina Harnack

Wee Ones

618 Porter Road
Evansville, WI 53536
(608) 882-3400
LeeAnn Halla

Levi Leonard Elementary Principal/4K Coordinator:

Joanie Dobbs
401 South Third Street
Evansville, WI 53536
Telephone: (608) 882-3104
Fax: (608) 882-5838
dobbsj@evansville.k12.wi.us

Supply List

| | |
|--|---|
| <p><u>Magic Moments</u> 24 pack crayon 10 pack markers 4 glue sticks 1 pack of sticky notes 1 package gallon Ziploc bags Ream of copy paper 1 box of 5 oz. cups 1 set of clothes to be kept on site Back pack</p> <p><u>Wee Ones</u> Large boxes of Kleenex (girls only) Rolls of paper towel (boys only) 2 pocket folders 1 pair of children scissors 1 24 pack crayons 1 10 pack markers 1 bottle of school glue 10 glue sticks Supply box 3 containers of Playdough (variety of colors) 2 reams of white copy paper 8 #2 pencils 1 art smock (an old, adult sized t-shirt will work) 1 small package dry erase markers (wide) 1 extra set of clothing (to be left at school) Back pack</p> | <p><u>Pathways</u> Large boxes of Kleenex 2 pocket folders 1 24 pack crayons 10 pack markers 3 bottles of School glue Glue sticks 3 containers of playdough (variety of colors) 3 pack sticky notes 12 number 2 pencils 1 package of 20 count Ziploc Gallon Storage Bags 1 ream of white copy paper 1 extra set of clothing (to be kept on site) Back pack</p> <p><u>Kids Korner</u> 2 pocket folders 1 24 pack crayons 1 10 pack markers 1 small bottle Elmer's glue 10 glue sticks 1 supply box 3 containers of playdough (variety of colors) 1 package sticky notes 1 ream white copy paper 1 box Kleenex (boys only) 1 roll paper towel (girls only) Back pack 1 set of extra clothing to be kept on site</p> |
|--|---|

Please note: We share all supplies. You will not receive any supplies back at the end of the school year.

Fees

There are no materials or enrollment fees for the 4K program. Sites charge fees for wrap-around daycare, field trips and special projects. Please discuss the fee schedule with the site.

Discrimination and Harassment Policies

To File a Complaint: Complete Evansville Policy 411.1 *Discrimination or Harassment Complaint Form* available from your school website.

Nondiscrimination Statement: The Evansville Community School District prohibits harassment or discrimination against any pupil in any program or activity on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability, or any other basis protected by law.

School District Policies

To access these policies you may:

- Contact any of the school offices, including the District Office.
- Go to our website: www.evansville.k12.wi.us.

ECSD Strong Start 4Kids 2016-2017 School Year

| | August 2016 | | | | | September 2016 | | | | | October 2016 | | | | | |
|---------------|-------------|----|----|----|---------------|----------------|----|----|----|--------------|--------------|----|----|----|----|----|
| July | 25 | 26 | 27 | 28 | 29 | | | | 1 | 2 | | | | | | |
| | | | | | | 5 | 6 | 7 | 8 | 9 | | 3 | 4 | 5 | 6 | 7 |
| | | | | | | 12 | 13 | 14 | 15 | 16 | | 10 | 11 | 12 | 13 | 14 |
| | | | | | | 19 | 20 | 21 | 22 | 23 | | 17 | 18 | 19 | 20 | 21 |
| | | | 24 | 25 | 26 | 26 | 27 | 28 | 29 | 30 | | 24 | 25 | 26 | 27 | 28 |
| | 29 | 30 | 31 | | | | | | | | | 31 | | | | |
| November 2016 | | | | | December 2016 | | | | | January 2017 | | | | | | |
| | | 1 | 2 | 3 | | | | 1 | 2 | | 2 | 3 | 4 | 5 | 6 | |
| | 7 | 8 | 9 | 10 | 11 | 5 | 6 | 7 | 8 | 9 | | 9 | 10 | 11 | 12 | 13 |
| | 14 | 15 | 16 | 17 | 18 | 12 | 13 | 14 | 15 | 16 | | 16 | 17 | 18 | 19 | |
| | 21 | 22 | | 24 | | 19 | 20 | 21 | 22 | | | 23 | 24 | 25 | 26 | 27 |
| | 28 | 29 | 30 | | | | | | | 31 | | 30 | 31 | | | |
| February 2017 | | | | | March 2017 | | | | | April 2017 | | | | | | |
| | | | 1 | 2 | 3 | | | 1 | 2 | 3 | | | | | | |
| | 6 | 7 | 8 | 9 | 10 | 6 | 7 | 8 | 9 | 10 | | 3 | 4 | 5 | 6 | 7 |
| | 13 | 14 | 15 | 16 | 17 | 13 | 14 | 15 | 16 | 17 | | 10 | 11 | 12 | 13 | 14 |
| | 20 | 21 | 22 | 23 | | 20 | 21 | 22 | 23 | | | 17 | 18 | 19 | 20 | 21 |
| | 27 | 28 | | | | | | | | | | 24 | 25 | 26 | 27 | 28 |
| May 2017 | | | | | June 2017 | | | | | July 2017 | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | | | | 1 | 2 | | | | | | |
| | 8 | 9 | 10 | 11 | 12 | 5 | 6 | | 8 | | | | | | | |
| | 15 | 16 | 17 | 18 | 19 | | | | | | | | | | | |
| | 22 | 23 | 24 | 25 | 26 | | | | | | | | | | | |
| | 29 | 30 | 31 | | | | | | | | | | | | | |

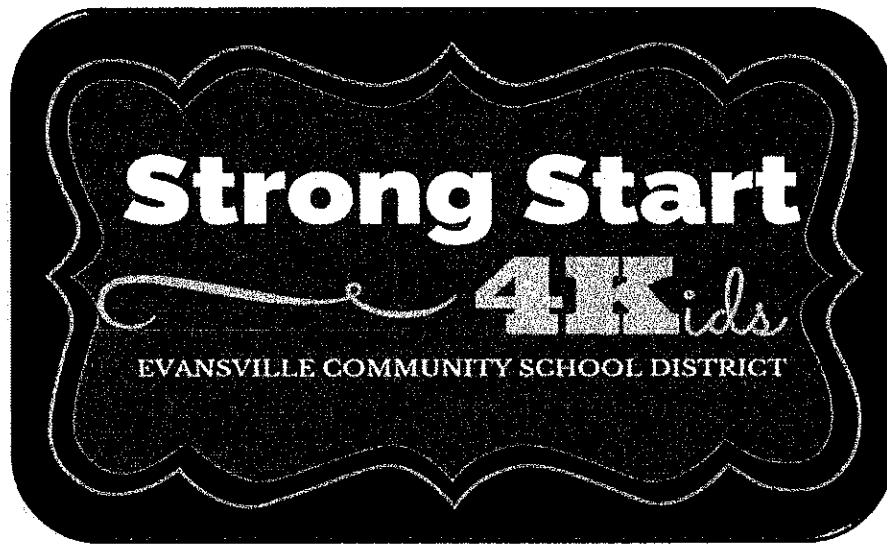
| Key | |
|-----|--|
| | Professional Development (9) - No Students |
| | No School |
| | Quarter End (4 - 1/2) - No Students PM |
| | Holiday (3) - No School |
| | Teacher Workdays (1.5) - No Students |
| | Strong Start 4K Students |

| | |
|---------------|--|
| Sept 1 | First Day of School for K-12 |
| Sept 5 | Labor Day - No School |
| Sept 6 | First Day of School for 4K |
| Oct 10 | Professional Development Day - No School |
| Nov 4 | End of 1st Quarter; 1/2 Day K-8 Grading |
| Nov 23 | No School |
| Nov 24 | Thanksgiving - No School |
| Nov 25 | No School |
| Dec 5 | Professional Development Day - No School |
| Dec 23 - 30 | Winter Break - No School |
| Jan 2 | Students Return |
| Jan 16 | Professional Development Day - No School |
| Jan 20 | End of 2nd Quarter; 1/2 Day K-8 Grading |
| Feb 13 | Professional Development Day - No School |
| Feb 24 | No School |
| March 13 | Professional Development Day - No School |
| March 24 | End of 3rd Quarter; 1/2 Day K-8 Grading |
| March 27 - 31 | Spring Break - No School |
| April 3 | Students Return |
| April 16 | Easter |
| April 17 | Professional Development Day - No School |
| May 29 | Memorial Day - No School |
| June 7 | End of 4th Quarter; 1/2 Day K-8 Students |
| June 11 | High School Commencement |

Daily Schedule:

Morning 8:00 – 11:00 a.m.
Afternoon 12:00 – 3:00 p.m.

If school is closed for 4K more than one day, make-up days will be added on Fridays.



Parent Handbook 2016-17

Evansville Community School District 4K Centers

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Strong Start 4Kids **Welcome**

Welcome to *Strong Start 4Kids*, the Evansville Community School District's 4K program. We are looking forward to working with you and your child and anticipate an exciting and productive year. We recognize that in order to be successful in school, our children need support from both home and school. Evansville's 4K program is community based program. The School District will work diligently with community day care providers, families, and students to foster an environment that promotes learning through student centered instruction and decision making. Trust, respect, community involvement, communication and recognition of both student and staff achievements will be high priorities.

This handbook outlines the various aspects and expectations of our program to help you be a part of the team that makes 4K successful for your child. The sites will also provide a handbook to you with policies specific to their site. In addition, all sites offer wrap-around childcare. Please connect with each site for more information on child care services which are separate from the 4K program.



Mission Statement and Guiding Principles

Mission Statement: The Evansville Community School District *Strong Start 4Kids* will provide quality, developmentally appropriate, play-based learning experiences to all four-year-olds, through collaboration with community, family, and school partnerships.

Guiding Principles:

- Play based and developmentally appropriate learning environment.
- Strong community partnerships.
- Ongoing collaboration and professional development among 4K sites.
- Unified curriculum based on Wisconsin Model Early Learning Standards (WMELS). Go to http://ec.dpi.wi.gov/ec_ecqualhm for more information and a copy of the standards.
- Ongoing collaboration and strong parent communication.
- Universal access and parental choice.
- Comprehensive early learning standards and assessments.
- A strong focus on parent school communication and regular family outreach activities.

Nurturing Learning Environment

Four Year Old Kindergarten will provide...

- A play-based environment, where knowledge is constructed rather than information that is handed out.
- A nurturing environment that is rich in opportunities to explore, make choices and have hands-on activities.
- Independent as well as small and large group cooperative activities that emphasize process, rather than product.
- Student created clear classroom expectations.
- An environment where diversity is celebrated and that talents and strengths of all children are nourished.
- A developmentally appropriate literacy-based program based on WMELS. This includes providing a literacy/print rich environment, exposure to literature and vocabulary, opportunities for dialogue, learning through social interaction, and opportunities for dramatic play, listening, writing, and other literature rich opportunities. Children will be exposed to art, music, science, math, and other subjects within the play-based environment.
- Activities that meet the varied developmental levels of students.
- Experiences that will stimulate curiosity, leading to understanding as a basis for future learning.
- Appropriate socio-emotional skills development, including positive social interactions, problem-solving and conflict resolution.

Parents as Partners

- A variety of opportunities for parents to get involved. Communication will be frequent and through multiple means such as newsletters, volunteer opportunities, conferences, fieldtrips, etc.
- A daily schedule/routine will be followed and communicated to children and parents.
- Parents and teachers will work together to support positive character development.
- Educational opportunities will be offered to parents to support the social-emotional, academic and physical growth of their children.

Teachers as Facilitators

Four-Year-Old Kindergarten teachers...

- Will utilize the "Read It Once Again" as a basis for teaching, which includes centers and teachers actively interacting with children.
- Follow the curricular guidelines, program and student assessment structures, professional development activities, and site agreement guidelines.
- Provide a classroom with a variety of materials that are accessible and appealing to four year olds.
- Involve community resources whenever available and appropriate.
- Model appropriate language and behaviors for students, and guide student choices.
- Be reflective in their planning and implementation of curriculum.

Eligibility

Students must be 4 years of age by September 1st, and are only eligible for 4K for one academic school year. There will be no early admissions. Participants must be residents of the Evansville Community School District or apply through open enrollment, if eligible and space is available.

Attendance

It is an expectation that each child will attend the site when school is in session. Regular attendance at the 4 year old preschool level establishes healthy patterns of attendance that can last throughout the school years and into adult employment. Each location maintains attendance records.

If students are going to be absent from the site for any reason, parents must call in the absence prior to the start of the 4K session. Please contact the site your child attends at the numbers listed for each site in this handbook. Please inform the person answering the phone of your child's name and reason for absence.

Attendance records are kept daily and submitted to the Evansville Community School District Office weekly.

Behavior

Strong Start 4Kids promotes the philosophy of positive guidance for children to develop self-control over their actions and increase their self-esteem. The goal in every 4K classroom is to develop appropriate social skills so that the child can become an independent and competent learner.

The classroom teachers and teacher assistants have the responsibility of guiding children's behavior and ensuring the safety of all the children in the classroom:

- Giving clear and reasonable expectations
- Teaching the correct behavior or replacement behavior
- Making the children feel important and respected

Non-confrontational techniques used by staff will include ignoring, suggesting, praising, redirecting, shadowing, staying calm, modeling, changing the environment, and providing logical and meaningful consequences.

Adult interaction may be necessary when a child displays a lack of self-control. The child may be removed from a situation for a short period of time and returned to the activity when the staff and child determine he or she is ready.

Bus Transportation

Under Section 121.54(2) Wisconsin Statutes, a pupil attending a public elementary or secondary school, including four- and five-year-old kindergarten, is entitled to transportation by the public school district in which the pupil resides if the pupil resides two or more miles from the nearest public school the pupil is entitled to attend.

The District will provide transportation for 4K students, as requested. The bus routes to the sites at 8:00 and from the sites at 3:00 include students Kindergarten- Grade 12. This transportation is available to and from each 4K session. (For example, if your child is in the morning session, bus transportation is available to you before 8:00 and to home at 11:00.) Please be aware that requests for transportation may limit options for site selection to allow for bus routes to be as short as possible. The District may not be able to accommodate parental requests for transportation changes once the bus routes have been finalized.

Bus Regulations/Behavior

Students who do not normally ride the bus may wish to ride the bus home with a friend. They must have a written form filled out by their parent or guardian. Forms may be obtained in the office. In some cases, due to the overcrowding of buses, they may not be allowed to ride home with their friend.

At the Bus Stop: Students must walk and wait safely. They should be at the bus stop FIVE MINUTES before the bus arrives. Stay at the stop. The house, yard, garage, trees, and fences near the bus stop are the property of others and must be respected.

Rules of Safety for Bus Riders:

Drivers will not tolerate any behavior that distracts or interferes with them driving safely. All passengers are entitled to receive safe transportation; drivers will not allow behavior that jeopardizes safe transportation.

Transportation to and from the site is a privilege, which will be suspended or revoked if necessary.

Students Will:

1. Be on time at the designated pick-up points.
2. Be careful in approaching bus stops. Walk on the left side toward oncoming traffic. If you cross the road, do so in front of the bus after checking with the driver for a hand signal to cross.
3. Bus riders shall board the bus at their site's loading zone unless permission is granted otherwise.
4. Reach seat in bus without disturbing or crowding other pupils. Bus driver retains the right to assign seats.
5. Riders are not to extend any part of their bodies out of windows or move about the bus at any time.
6. Riders are expected to obey the school bus driver promptly.
7. Help keep the bus clean, sanitary, and orderly--no littering.
8. Damage done to seats or other bus equipment must be paid by the rider or his/her parents or guardians.

9. Riders shall remain seated unless exiting the bus. If you cross the road, do so in front of the bus, after checking with the bus driver for a hand signal to cross.
10. The bus is considered an extension of the classroom. Therefore the same expectations and consequences for student behavior exist while riding a school bus.
11. The bus driver is in charge of the bus at all times, and retains the right to establish additional rules necessary to promote the health, welfare, and safety of the riders.
12. Students must have written permission from parents or guardians to leave the bus at a spot other than the regular loading areas.
13. Student requests for ridership on the bus other than school designated bus transportation will be treated on an individual basis dependent on bus routes, seating availability, and driver's discretion. Written parent request is required using the Guest Rider Permission form.
14. Boom boxes, radios, tape players, or any other electronic or battery powered devices may not be played on school buses at any time.
15. These rules apply for any trip that is sponsored by the school.

Clothing, Labels, Appropriate Dressing

Removable clothing that children wear to the site should be labeled with first and last name. Frequently, children have identical clothing (e.g., boots, tennis shoes, jackets, scarves, and backpacks) that they easily misplace. Labels assist us in locating and returning clothing items to the correct owner.

Please be sure your child wears appropriate attire in the wintertime including boots, mittens, and snow pants. Our playgrounds become messy in the wintertime. If children's clothing gets wet, rooms and desks become messy, and students are uncomfortable sitting in wet clothes.

In warm weather, please do not let students wear "flip flops" or sandals that are not strapped on securely as they often cause accidents on the playground.

Conferences

In addition to family outreach, parents will have the opportunity to help their child be successful by attending parent teacher conferences. Individual sites will make arrangements for those opportunities with you.

Early Dismissal/Snow Days/Late Starts

At the beginning of the year, a form will go home for parents to indicate where a child should go on early dismissal or weather emergency days. This information will be used when dismissing your child. If there is a change in this information at any time, please call the sites office as well as your child's teacher. Please listen to an area radio station, or watch a news station on a regular basis. If there is a late start due to inclement weather, there will be no 4K (morning and afternoon sessions) that day.

Family Outreach

An important component of *Strong Start 4Kids* is the Family Outreach Program. The focus of the program is to provide families with opportunities to grow together. Throughout the school year, families will be offered 87.5 hours of educational materials, workshops, activities and presentations free of charge. Families are encouraged to participate.

Field Trips

4K students may be taking field trips throughout the year, coordinated jointly by the sites. The sites will provide parents with information and permission slips prior to field trip. There may be a fee for field trips.

Health Procedures

Student Illness:

If your child is ill or will not be attending, we request that you contact the 4K site where your child attends by 8:30 a.m. on each morning of absence. If you have not called the site, the site will attempt to call you.

Each site will provide parents policies and state mandates regarding:

- When children are too sick to come to the site
- Contacting parents when children become sick at the site
- Wisconsin Immunization Laws
- Medications at the site

Parent Volunteers

If you have time available during the site hours, we welcome you to volunteer in our classrooms. Please inform your student's teacher of the day(s) and time(s) that you would be willing to assist a teacher on a regular basis. You will find working with students most rewarding. Volunteers can help by:

- Chaperoning field trips
- Working with learning stations
- Working with an individual or small groups of students
- Assisting with classroom projects

Having their parent or other important adult chaperone on a field trip or assisting in the classroom is very important and special to your child. Please do not bring your baby or toddler along when you volunteer either on field trips or in the classroom. The baby or toddler takes your attention away from the students in your station or on the field trip. This also keeps you from enjoying some special time with your older child.

Evansville School Board policy #237 indicates that all volunteers who work with children will have a background check before working with children. This check only needs to be done once per calendar year, and all information will be kept confidential.

Religious Beliefs

Classroom teachers celebrate a number of special event and days throughout the school year. If your child/ren cannot celebrate particular days or holidays due to religious beliefs, please share this with the classroom teacher at the beginning of the year.

Visitors/Visitor Registration

We welcome parents into our building! However, we do have an obligation to protect the health, safety, and welfare of our children. The following board policy has been developed.

1. All visitors/volunteers or salespersons must sign in and out at the site. Only those visitors who have legitimate business at the site shall be welcome.
2. There shall be no loitering on site or building property. Building Leaders shall have complete authority to exclude from the building any persons whom they have reason to believe are disrupting the educational programs in the classroom or in the site, are disturbing the teachers or children on the premises or whom the 4K staff believe are on the premises for the purpose of committing an illegal act.

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: 2016-2017 Staff Proposal
Date: February 16, 2016

Attached you will find documents showing current staff levels for 2015-16 and proposed staffing levels for 2016-17. Following Board approval in March, the additional positions will be included in the budget for 2016-17.

Administrative Team Recommended Staffing Priorities for 2016-2017

Staffing Priorities and Rationale:

1. **Administrative Assistant** at LLE/TRIS; 1.0 FTE
Rationale: Safety and security; 4K; equity of support for all administrators; potential need for summer school support, decreases clerical work by administrator so that the administrators can focus on the most important work of supporting student achievement
2. **Instructional Coaches** - Four Phases
Phase 1 – 2016-2017, K-5 1.0 FTE
Rationale: Improve instructional practices through teacher support
3. **HS Choir** - .17 FTE
Rationale: Retention of staff; ability to offer more courses
4. **HS School Counselor** - .5 FTE
Rationale: Increased demand of student assessment; mental health issues; and ACP (Academic Counseling Programming)

| TEACHING STAFF PROPOSAL | | | |
|---|-----------|-----------|--------|
| | Current | Proposed | |
| | 2015-2016 | 2016-2017 | Change |
| | FTE | FTE | FTE |
| <u>Agriculture Teacher</u> | 1.00 | 1.00 | |
| <u>Alternative Education Teacher</u> | 1.00 | 1.00 | |
| <u>Art Teacher</u> | 4.00 | 4.00 | |
| <u>Business Education Teacher</u> | 3.00 | 3.00 | |
| <u>Early Childhood Teacher</u> | 2.00 | 2.00 | |
| <u>English Teacher</u> | 4.00 | 4.00 | |
| <u>ESL Teacher</u> | 2.00 | 2.00 | |
| <u>FACE Education Teacher</u> | 2.00 | 2.00 | |
| <u>G/T Teacher</u> | 1.00 | 1.00 | |
| <u>G/T/Resource/Reading Teacher</u> | 1.00 | 1.00 | |
| <u>HS/MS Literacy/Technology Learning Integration Teacher</u> | 1.00 | 1.00 | |
| <u>Instructional Coach</u> | 0.00 | 1.00 | 1.00 |
| <u>Instrumental Music Teacher</u> | 1.00 | 1.00 | |
| <u>K-12 Social Worker</u> | 1.00 | 1.00 | |
| <u>Language Arts Teacher</u> | 3.00 | 3.00 | |
| <u>Language Arts Teacher/Literacy Coach</u> | 1.00 | 1.00 | |
| <u>Library Media Specialist</u> | 2.00 | 2.00 | |
| <u>Mathematics Teacher</u> | 8.00 | 8.00 | |
| <u>Music Teacher</u> | 4.68 | 4.85 | 0.17 |
| <u>Occupational Therapist</u> | 2.00 | 2.00 | |
| <u>Physical Education Teacher</u> | 3.00 | 3.00 | |
| <u>Physical Education/Health Teacher</u> | 5.00 | 5.00 | |
| <u>Physical Therapist</u> | 1.00 | 1.00 | |
| <u>Reading Specialist</u> | 2.00 | 2.00 | |
| <u>Reading/G&T Teacher</u> | 1.00 | 1.00 | |
| <u>Resource/Reading Teacher</u> | 1.00 | 1.00 | |
| <u>School Counselor</u> | 4.50 | 5.00 | 0.50 |
| <u>School Nurse</u> | 1.00 | 1.00 | |
| <u>School Psychologist</u> | 2.00 | 2.00 | |
| <u>Science Teacher</u> | 7.00 | 7.00 | |
| <u>Social Studies Teacher</u> | 6.50 | 6.50 | |
| <u>Spanish Teacher</u> | 4.00 | 4.00 | |
| <u>Special Education Teacher</u> | 15.00 | 15.00 | |
| <u>Speech/Language Pathologist</u> | 3.00 | 3.00 | |
| <u>Teacher</u> | 40.00 | 40.00 | |
| <u>Technology Education Teacher</u> | 3.00 | 3.00 | |
| | 143.68 | 145.35 | 1.67 |

Feb-16

CO/EXTRA CURRICULAR STAFFING POSITIONS

| ACTIVITY | BUILDING | 2016-2017 CHANGES | ACTIVITY | BUILDING | 2016-2017 CHANGES |
|--|----------|-------------------|----------------------------------|----------|-------------------|
| ES MUSIC | 1 | ELEM | HS SENIOR PROJECT COORDINATOR | 0 | HS 1 |
| BAND DIRECTOR HS | 1 | HS | SOCCER BOYS VARSITY COACH | 1 | HS |
| BASEBALL ASSISTANT COACH (JV) | 1 | HS | SOCCER GIRLS VARSITY COACH | 1 | HS |
| BASEBALL VARSITY COACH | 1 | HS | SOCCER JV BOYS | 1 | HS |
| BASKETBALL CHEERLEADER COACH - 55% | 1 | HS | SOCCER JV GIRLS | 1 | HS |
| BASKETBALL GIRLS JV COACH | 1 | HS | SOFTBALL HEAD | 1 | HS |
| BASKETBALL GIRLS VARSITY COACH | 1 | HS | SOFTBALL JV COACH | 1 | HS |
| BASKETBALL ASSISTANT BOYS COACH (JV) | 1 | HS | STUDENT COUNCIL ADVISOR | 1 | HS |
| BASKETBALL BOYS FRESHMAN COACH | 1 | HS | TRACK ASSISTANT COACH | 1 | HS |
| BASKETBALL GIRLS FRESHMAN COACH | 1 | HS | TRACK ASSISTANT COACH - 50% | 2 | HS |
| BASKETBALL VARSITY BOYS COACH | 1 | HS | TRACK HEAD COACH | 1 | HS |
| CHOIR-HS | 1 | HS | VOLLEYBALL ASSISTANT COACH (JV) | 1 | HS |
| CROSS COUNTRY ASSISTANT COACH | 1 | HS | VOLLEYBALL GIRLS FRESHMAN COACH | 1 | HS |
| CROSS COUNTRY VARSITY COACH | 1 | HS | VOLLEYBALL VARSITY GIRLS | 1 | HS |
| DRAMA ASSISTANT | 1 | HS | WRESTLING ASSISTANT COACH (JV) | 1 | HS |
| DRAMA COACH | 1 | HS | WRESTLING HEAD COACH | 1 | HS |
| FOOTBALL ASSISTANT COACH | 3 | HS | 4TH GRADE HISTORY HUNTERS | 1 | INT |
| FOOTBALL ASSISTANT COACH - 50% | 2 | HS | MUSIC | 1 | INT |
| FOOTBALL CHEERLEADER COACH - 45% | 1 | HS | PERCUSSION | 1 | INT |
| FOOTBALL FRESHMAN COACH | 1 | HS | TRIS SCIENCE CLUB ADVISOR | 1 | INT |
| FOOTBALL HEAD COACH | 1 | HS | BAND MS | 1 | MS |
| FORENSICS ADVISOR-HS | 1 | HS | BASKETBALL BOYS MS COACH | 1 | MS |
| FUTURE BUSINESS LEADERS OF AMERICA - 50% | 2 | HS | BASKETBALL BOYS MS COACH -50% | 2 | MS |
| GLOBAL COMMUNITY PROJECT | 1 | HS | BASKETBALL GIRLS MS COACH | 2 | MS |
| HIGH MILEAGE CLUB | 1 | HS | CHOIR-MS | 1 | MS |
| MATH TEAM | 1 | HS | FOOTBALL MS COACH | 2 | MS |
| MUSICAL DIRECTOR | 1 | HS | FORENSICS ADVISOR-MS - 50% | 2 | MS |
| MUSICAL ORCHESTRAL DIRECTOR HS | 1 | HS | GLOBAL COMMUNITY PROJECT - 50% | 2 | MS |
| MUSICAL TECHNICAL DIRECTOR | 1 | HS | MS QUIZ BOWL COACH | 1 | MS |
| MUSICAL VOCAL DIRECTOR-HS | 1 | HS | MS SCIENCE OLYMPIAD | 0 | MS 1 |
| NATIONAL HONOR SOCIETY ADVISOR | 1 | HS | MS STUDENT COUNCIL ADVISOR - 50% | 2 | MS |
| POM PON JV COACH - 50% | 2 | HS | TRACK MS COACH | 3 | MS |
| POM PON VARSITY COACH-50% | 2 | HS | VOLLEYBALL MS COACH | 2 | MS |
| PROM/JUNIOR CLASS ADVISOR | 1 | HS | WRESTLING-MS | 2 | MS |
| ROBOTICS CLUB | 1 | HS | ATHLETIC DIRECTOR | 1 | DIST |

Approved: May 11, 1987

320

Revised: August 15, 2005

1st Reading: 2/10/16; 2nd Reading: 2/24/16; 3rd Reading: 3/9/16

Recommendation – to remove, not required

GENERAL ORGANIZATION PLAN

The Board shall provide a K-12 educational program for all children in the School District of Evansville. Grouping of instructional levels in school facilities shall be as follows:

| | |
|----------------------------|---------------------|
| Pre-school through Grade 2 | Elementary School |
| Grades 3 through 5 | Intermediate School |
| Grades 6 through 8 | Middle School |
| Grades 9 through 12 | Senior High School |

Approved: June 14, 2010

343.3

Revised: April 9, 2014

Revised:

1st Reading: 2/10/16; 2nd Reading: 2/24/16; 3rd Reading: 3/9/16

ONLINE LEARNING/VIRTUAL SCHOOL PROGRAM

The Evansville Community School District Board of Education believes that learning takes place in a variety of situations, environments and locations. The emergence of online learning presents extraordinary opportunities for access to information and learning, both within and outside the walls of public schools. The Board recognizes online learning as an appropriate instructional delivery system for students. Online learning is a method for the District to enhance or expand course offerings and to provide an educational alternative better suited to the learning needs of a diverse population of students.

The District believes that to ensure high quality online learning, the courses which are offered via virtual school must:

1. Be aligned with the vision of the District.
2. Be aligned to Wisconsin's Model Academic Standards, Common Core State Standards, Next Generation Science Standards and/or national and/or international standards and/or College Board's Advanced Placement (AP) Curriculum.
3. Have an identifiable curriculum that is consistent with District curriculum and local standards.
4. Be taught by a highly qualified DPI licensed teacher who is certified to teach the content of the course.
5. Comply with the District graduation and/or advancement requirements.
6. Meet all applicable District policies.
7. Meet all applicable statutory requirements of the State.

In addition, online courses offered by the District will be in compliance with Administrative Rule.

Online courses that meet District requirements will be awarded credit.

The Board will receive a report at least annually of the online courses taken, via virtual school and number of students enrolled.

Legal Ref.: Sections 118.15(1)(d-f) Wisconsin Statutes (Compulsory School Attendance)

Local Ref.: Policy #343.31 – Administrative Rule

#345.1 – Grading System

#345.6 – Graduation Requirements

#363.2/554 – Acceptable Use and Internet Safety Policy for Students, Staff and Guests

PROPOSED NEW LANGUAGE

ONLINE LEARNING/VIRTUAL SCHOOL PROGRAM – ADMINISTRATIVE RULE

The Evansville Community School District participates as a member of the JEDI Virtual School consortium. JEDI is a public charter school that provides educational services to families whose students are seeking an educational option in the form of online coursework.

Online course options through JEDI include single course offerings or full-time enrollment in the virtual school.

I. JEDI Single Course Option:

A. Course Enrollment Approval:

The following criteria may be used to determine if students are permitted to enroll in virtual school online courses:

1. The course is not offered face-to-face by the District.
2. In rare cases, although the course is offered by the District, the student is unable to take the course due to an unavoidable scheduling conflict or special circumstance.
3. The course is needed to meet an individual education plan, a differentiated education plan, a 504 plan, or a plan to remediate credits for graduation.
4. The student is considered a qualified candidate according to the following criteria:
 - a) Course availability.
 - b) Seats open in available courses.
 - c) Course prerequisites are met.
 - d) Past successful academic record in online courses.
 - e) Past academic record in traditional courses.
 - f) Teacher recommendation.
 - g) Parent recommendation.
 - h) Student interview.
 - i) Other valid indicators deemed necessary by the District.
5. Approval by the principal.

B. Enrollment Procedures:

The following procedures and guidelines apply to students enrolled full-time in the District:

1. Students and parents/guardians shall discuss JEDI single course options with a school counselor and the District JEDI coordinator. The District JEDI coordinator shall review a syllabus and expected course pacing for each class of interest to determine the best options for the student and report to the counselor and the family regarding their findings.
2. Students shall indicate their intention to enroll in JEDI single courses during the normal course scheduling process for the following academic year. The District JEDI coordinator shall provide registration materials to families indicating JEDI single course options with detailed instructions for when they are due.

3. Not less than two weeks prior to the beginning of the term for which the student wishes to enroll in the class, the student and parent shall complete the JEDI single course registration form and submit it to the counseling office with the tuition payment.
 4. Students who have submitted applications and tuition payments in the designated timeline shall have access to the JEDI class platform by day one of the term enrolled.
 5. Enrollment in virtual school online courses at other times of the year due to individual circumstances such as illness or expulsion will be decided on a case by case basis.
 6. Student may enroll in up to two online courses per year.
- C. A decision denying a request for a virtual school full-time or single course enrollment may be appealed to the District Administrator.
- II. JEDI Virtual School Full-Time Option:
Students wishing to enroll full-time in the JEDI virtual school program as an alternative to traditional programming may request a meeting with parents, counselor, and a JEDI District Coordinator. School officials will then meet to determine the best placement of the student.
- A. Full-time virtual school students must complete all Evansville High School Graduation Requirements in order to receive a diploma from Evansville High School.
 - B. Full-time virtual school students may request to rent a laptop provided by the District for a fee of \$50 annually
- III. Virtual School and Online Course Policies and Procedures:
- A. Wisconsin Statutes for attendance apply.
 - B. Acceptable internet and technology use policies, and all other applicable District policies apply.
 - C. Students will be held accountable to the policies and procedures outlined in the JEDI Virtual School Student and Family Handbook.
 - D. Grades received for virtual/online course work will count the same as other course grades. All grades received from virtual/online courses will be recorded on the official student transcript.
 - E. Students are required to participate in state mandated assessments.
 - F. Students may participate in extra-curricular activities offered by the District contingent upon them meeting the conditions of participation.
 - G. Tuition Cost:
 1. Students enrolled in single courses are responsible for the tuition associated with the course and must provide the tuition fee prior to enrollment in the course. The District will reimburse the student the tuition fee paid upon successful completion of the course with a passing grade.
 2. Single courses which are taken by student choice for the purpose of student interest, enrichment opportunity, or to enhance a current course grade (retake the course) when a comparable course is offered by the school, will be charged the cost of tuition, without reimbursement.
 3. Course time extensions to complete the course are set within allowable ranges by JEDI. Students who exceed the standard time extensions will be responsible for the additional cost incurred by JEDI.

Local Ref.: Policy #343.3 – Online Learning/Virtual School Program

Approved: June 14, 2010

343.3 Form

Revised: April 9, 2014

1st Reading: 2/10/16; 2nd Reading: 2/24/16; 3rd Reading: 3/9/16

FOR REMOVAL

VIRTUAL SCHOOL PROGRAM FORM

Student Name: _____
(Please Print)

Grade Level: _____

Address: _____

Date of Birth: _____
Phone: _____

Parent/Guardian: _____
(Please Print)

Cell Phone: _____

Address: _____

Applying for Part Time or Full Time: _____

Courses Desired: _____

I have read and understand policies #343.3 – Virtual School Program and #343.31 – Virtual School Program Administrative Rule.

_____ Parent/Guardian Signature

I agree: The student is responsible for the tuition associated with the course and must provide the tuition fee prior to enrollment in the course. The District will reimburse the student the tuition fee paid upon successful completion of the course with a passing grade.

_____ Parent/Guardian Signature

Course(s) approved by school counselor and/or school administrator:

(signature)

(dated)

AFTER COURSE COMPLETION:

The District must receive the original receipt of tuition payment and an official copy of the transcript showing the course(s) and passing grades in order to process the tuition reimbursement request.

School counselor/administrator received: _____
(signature) (dated)

Official copy of transcript: _____

Original receipt of tuition payment: _____

Tuition reimbursement request sent to District Office on _____ for student tuition reimbursement.

Approved: July 9, 2012

522.2

Revised: April 9, 2014

Revised:

1st Reading: 2/10/16; 2nd Reading: 2/24/16; 3rd Reading: 3/9/16

TOBACCO/NICOTINE/ELECTRONIC CIGARETTE USE BY STAFF ON SCHOOL PREMISES

The Evansville Community School District prohibits the use of all tobacco and/or nicotine products, and electronic cigarettes, at all times on school premises, whether during the school day or outside the school day, and at all school-sponsored activities off school premises in which students are a part. School premises includes all property owned by, rented by or under the control of the District including buildings, grounds and vehicles.

Building principals shall be responsible for disseminating information regarding this policy prohibition, including posting appropriate signs on school premises.

Employees violating this policy will be subject to disciplinary action, up to and including discharge, and referral to law enforcement authorities.

Tobacco and/or nicotine cessation products are exempt from this policy.

The term “electronic cigarette” means any oral device that provides a vapor of liquid nicotine, lobelia, and/or other substance, and the use or inhalation of which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed or sold as e-cigarettes, ecigars, e-pipes, vaporizers, or under any other product name or descriptor.

Legal Ref.: Sections 101.123 Wisconsin Statutes (Smoking Prohibited)
120.12(20) (School Board Duties to Prohibit Tobacco Use on School Premises)
134.66(1)(f) (Definition of Nicotine Product)
139.75(12) (Definition of Tobacco Products)
Pro-Children Act of 2001 (Smoking Prohibited in Indoor Facilities Providing Education Services to Children)

Local Ref: Employee Handbook
Policy #443.41/522.11 – Definitions Relating to Alcohol, Tobacco/Nicotine and Other Drug Prohibitions
Policy #832 – Tobacco/Nicotine – Free School Property
Policy #832.1 - Use of Tobacco/Nicotine Products on School Premises

Revised: September 12, 2005

832

Revised: April 9, 2014

Revised:

1st Reading: 2/10/16; 2nd Reading: 2/24/16; 3rd Reading: 3/9/16

TOBACCO/NICOTINE-FREE SCHOOL PROPERTY

It is the intention of the Evansville Community School District to be "tobacco and nicotine free". To reach this goal, possession or the use of tobacco and/or nicotine products, and electronic cigarettes, is prohibited on school premises. School premises includes all property owned by, rented by or under the control of the District including buildings, grounds and vehicles.

Citizens who are observed using tobacco and/or nicotine products on school premises will be asked to refrain from doing so. Any individual who fails to comply with the request will be referred to the appropriate supervisory staff for possible removal from school premises. If said individual does not leave the premises, appropriate authorities will be called and violators may be subject to penalties in accordance with laws and local ordinances.

The term "electronic cigarette" means any oral device that provides a vapor of liquid nicotine, lobelia, and/or other substance, and the use or inhalation of which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed or sold as e-cigarettes, ecigars, e-pipes, vaporizers, or under any other product name or descriptor.

Legal Ref.: Sections 101.123 Wisconsin Statutes (Smoking Prohibited)
120.12(20) (School Board Duties to Prohibit Tobacco Use on School Premises)
134.66(1)(f) (Definition of Nicotine Product)
139.75(12) Definition of Tobacco Products
Pro-Children Act of 2001 (Smoking Prohibited in Indoor Facilities Providing Education Services to Children)

Local Ref: Policy #443.41/522.11 – Definitions Relating to Alcohol, Tobacco/Nicotine and Other Drug Prohibitions
Policy #522.2 – Tobacco/Nicotine Use by Staff on School Premises
Policy #832.1 - Use of Tobacco/Nicotine Products on School Premises

USE OF TOBACCO/NICOTINE/ELECTRONIC CIGARETTE PRODUCTS ON SCHOOL PREMISES

The Evansville Community School District prohibits the use of all tobacco and/or nicotine products, and electronic cigarettes, at all times on school premises, whether during the school day or outside the school day, and at all school-sponsored activities off school premises in which students are a part. School premises includes all property owned by, rented by or under the control of the District including buildings, grounds and vehicles.

The term “electronic cigarette” means any oral device that provides a vapor of liquid nicotine, lobelia, and/or other substance, and the use or inhalation of which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed or sold as e-cigarettes, ecigars, e-pipes, vaporizers, or under any other product name or descriptor.

A. Students

Any violation of this policy by students shall be subject to disciplinary procedures as outlined in the student handbook.

B. Employees

Any violation of this policy by school employees shall be subject to the following disciplinary procedures:

1st Offense: Verbal warning with written documentation. A copy of printed policy will be sent to the employee.

2nd Offense: Conference with building principal and written reprimand placed in personnel file.

3rd & Subsequent Offenses: Meeting with district administrator and suspension for one or more days without pay. Suspension may be waived if the employee completes a district approved tobacco/nicotine use cessation program.

C. Chaperones

Parents or community members who volunteer to chaperone students at school sponsored events are prohibited from using tobacco and/or nicotine products while performing this service. Violation may prohibit service as a chaperone in the future.

D. Citizens

Citizens who are observed using tobacco and/or nicotine products on school premises are prohibited from doing so. Any individual who fails to comply with the request, will be referred to the appropriate supervisory staff for possible removal from school premises. If said individual does not leave the premises, appropriate authorities will be called and violators may be subject to penalties in accordance with laws and local ordinances.

Legal Ref.: Sections 101.123 Wisconsin Statutes (Smoking Prohibited)

120.12(20) (School Board Duties to Prohibit Tobacco Use on School Premises)

134.66(1)(f) (Definition of Nicotine Product)

139.75(12) Definition of Tobacco Products

Pro-Children Act of 2001 (Smoking Prohibited in Indoor Facilities Providing Education Services to Children)

Local Ref: Employee Handbook

Policy #443.41/522.11 – Definitions Relating to Alcohol, Tobacco/Nicotine and Other Drug Prohibitions

Policy #522.2 – Tobacco/Nicotine Use By Staff On School Premises

Policy #832 – Tobacco/Nicotine – Free School Property

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 Wednesday, February 24, 2016, at 6:01 pm in the District Board and Training Center.

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

APPROVE AGENDA

Motion by Mr. Busse, seconded by Ms. Spanton Nelson, moved to approve the agenda as presented. Motion carried, 7-0 (voice vote).

PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS

- Open Enrollment – February 1 – April 29, 2016
- Energy Fair – April 22
- Back To School Days – August 10, 10:00 am – 2:00 pm and August 16, 3:00 pm – 7:00 pm
- Congratulations to JC McKenna Student Council/School on Receiving the–Spirit of Excellence Award

INFORMATION & DISCUSSION

Levi Principal, Ms. Dobbs, and Interim Director of Instruction, Ms. Murphy, presented the 2016-2017 4K Handbook. Discussion.

District Administrator, Mr. Roth, presented an update on bus transportation. Discussion.

BUDGET FINANCE

Business Manager, Ms. Treuden, gave an update on the 2016-2017 budget.

Mr. Roth presented the 2016-2017 staffing proposal. Discussion.

Ms. Spanton Nelson gave an update on the Insurance Committee work.

Mr. Roth gave an update on the Evansville Education Foundation.

Ms. Spanton Nelson gave an update on the Food Service and Custodians Compensation Committee work.

Budget Finance agenda for April 27, 2016, discussed.

BUSINESS (Action Items)

Motion by Ms. Oberdorf, seconded by Ms. Spanton Nelson, moved to approve bus transportation for students who attend Little Tweets Child Care Center LLC at no cost to the

families for the remainder of the 2015-2016 school year. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved to follow the proposed Employee Handbook changes, as presented and recommended of the Employee Handbook Committee, to approve items, #1, #2, and #3–Part 2, Certified Staff, pg. 29, 8.05, Sick Leave Bank–Add Number of Sick Days to the Bank, and #10–Part 2, Certified Staff, pg. 53, 8.01 A, Retirement Notification–Change Deadline, and deny items #7–Part 2, Certified Staff, pg. 50, Section 7, 7.02–Sick/Personal Days–Change All, #8 and #9–Part 2, Certified Staff, pg. 51, 7.02, Par. 8, Sick, Personnel, Bereavement, and Leave Benefits–Change Language, as presented. Motion carried, 7-0 (voice vote).

Motion by Ms. Spanton Nelson, seconded by Mr. Rasmussen, moved to approve the resignation of David Soddy as Assistant Track Coach, effective February 1, 2016. Motion carried, 7-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved to approve the retirement of Gary Feldt, as 3rd Grade Teacher, effective at the end of the 2015-2016 school year. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Spanton Nelson, moved to waive the \$500 penalty for Gary Feldt, 3rd Grade Teacher, for retirement notification after February 1. Motion carried, 7-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Mr. Busse, moved to approve the hiring of JV Softball Coach, Cynthia Ziegler, for a stipend of \$1,968. Motion carried, 7-0 (voice vote).

Motion by Ms. Oberdorf, seconded by Ms. Hammann, moved to approve the February 10, 2016, Regular Meeting Minutes, as presented. Motion carried, 7-0 (voice vote).

POLICIES

Ms. Hammann presented for a first reading, policies: #458–Evansville Community School District Wellness; #458.1–District Nutrition Standards (Student Nutrition Procedures); #458.2–District Nutrition Standards; #458.3–Guidelines for Food and Beverages Offered to Students at School Functions; #383–Animals in School; and #834–Domestic Pets on School Premises. Discussion.

Ms. Hammann presented for a second reading, policies: #320–General Organization Plan; #343.3–Online Learning/Virtual School Program; #343.31–Online Learning/Virtual School Program-Administrative Rule; #343.3 Form–Virtual School Program Form; #522.2–Tobacco/Nicotine/Electronic Cigarette Use By Staff On School Premises; #832–Tobacco/Nicotine-Free School Property; and #832.1–Use of Tobacco/Nicotine/Electronic Cigarette Products On School Premises. Discussion.

BOARD DEVELOPMENT

Continuous System Improvement (CSI) Plan Sub-Committees gave an update of their work on: Teaching and Learning; Workforce Engagement and Development; Communication and Community Engagement; Technology; Facilities and Operations; and Climate and Culture.

Board Development agenda for April 27, 2016, meeting discussed.

FUTURE AGENDA

March 9, 2016, Regular meeting agenda discussed.

FIVE MINUTE BREAK

A five minute break was taken.

EXECUTIVE SESSION

Motion by Ms. Spanton Nelson, seconded by Mr. Busse, moved to move into executive session, under Wisconsin State Statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to discuss an employee matter; and under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiation strategy concerning the 2015-2016 contract with the Evansville Education Association covering teachers. Motion carried, 7-0 (roll call vote).

RECONVENE IN OPEN SESSION

Meeting reconvened in open session at 7:37 pm.

BUSINESS (Action Item)

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved to accept the resignation of Pat Dietrich, on February 24, 2016, for the purposes of retirement, as tendered by the employee, effective at the end of the 2015-2016 school year. Motion carried, 7-0 (voice vote).

ADJOURN

Motion by Mr. Busse, seconded by Ms. Hammann, moved to adjourn the meeting. Motion carried, 7-0 (voice vote). Meeting adjourned at 7:38 pm.

Submitted by John Rasmussen, Clerk

Approved: _____ Dated: _____ Approved: 3/9/16
Mason Braunschweig, President

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: February 2016 Reconciliation
Date: March 4, 2016

Attached you will find the following documents for the February reconciliation:

- Bank Reconciliation Statement for all Funds – nothing unusual to report
- Skyward Fund Balance Report to verify bank reconciliation statement
- Listing of all Receipts – February \$3,033,438.65
- Check Register – February \$ 378,128.51

EVANSVILLE COMMUNITY SCHOOL DISTRICT
 BANK RECONCILIATION

| | | |
|--------------------|----------------|--------------|
| FOR THE MONTH OF | February, 2016 | |
| BALANCE PER BANK: | | 96,000.00 |
| OUTSTANDING CHECKS | | -137,515.31 |
| LESS WRS POSTING | | -125,026.16 |
| MMA ACCOUNT | | 5,811,323.23 |
| BALANCE PER BANK | | 5,644,781.76 |

| BALANCE PER GENERAL LEDGER: | BEGINNING BAL. | ACTIVITY | ENDING BAL. |
|-----------------------------|----------------|------------|--------------|
| FUND 10 General | 981978.43 | 246,887.14 | 1228865.57 |
| FUND 21 Donations | 27886.09 | -1,367.35 | 26518.74 |
| FUND 27 Special Ed | -1185649.78 | 3,712.74 | -1181937.04 |
| FUND 38 Debt | 1100.15 | 0.00 | 1100.15 |
| FUND 39 Debt | -262965.98 | 0.00 | -262965.98 |
| FUND 50 Food Service | 13639.75 | 8,237.34 | 21877.09 |
| FUND 99 Voc Ed/ESL/Grants | | 0.00 | |
| MMA ACCOUNT | | - | 5,811,323.23 |
| BALANCE PER GENERAL LEDGER | | 257,469.87 | 5,644,781.76 |

DIFFERENCE 0.00

| Fd | T | Loc | Obj | Func | Prj | Func | Beginning Balance | February 2015-16 Monthly Activity | Ending Balance |
|--------------------|---|-----|-----|--------|-----|--------------------------------|----------------------|--------------------------------------|-------------------|
| 10 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT | -1,123,701.03 | 246,887.14 | 1,228,865.57 |
| 10 | - | --- | --- | --- | --- | GENERAL FUND | -1,123,701.03 | 246,887.14 | 1,228,865.57 |
| 21 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT | 26,237.67 | -1,367.35 | 26,518.74 |
| 21 | - | --- | --- | --- | --- | GIFTS/DONATIONS | 26,237.67 | -1,367.35 | 26,518.74 |
| 27 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT | 13,232.79 | 3,712.74 | -1,181,937.04 |
| 27 | - | --- | --- | --- | --- | SPECIAL EDUCATION FUND | 13,232.79 | 3,712.74 | -1,181,937.04 |
| 38 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT | 18,040.79 | | 1,100.15 |
| 38 | - | --- | --- | --- | --- | NON-REFERENDUM DEBT | 18,040.79 | | 1,100.15 |
| 39 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT | -168,092.23 | | -262,965.98 |
| 39 | - | --- | --- | --- | --- | REFERENDUM APPROVED DEBT SERVI | -168,092.23 | | -262,965.98 |
| 50 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT | 14,594.20 | 8,237.34 | 21,877.09 |
| 50 | - | --- | --- | --- | --- | FOOD SERVICE | 14,594.20 | 8,237.34 | 21,877.09 |
| Grand Asset Totals | | | | | | | -1,219,687.81 | 257,469.87 | -166,541.47 |

Number of Accounts: 6

***** End of report *****

| Post Date | Func | Description | Amount |
|------------|--------------------------------|---|---------|
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | HEALTH INS. FOR JAN - S ERICKSON | 193.84 |
| 02/29/2016 | REGULAR CURRICULUM | CLASSROOM SNACKS | 14.00 |
| 02/29/2016 | WRESTLING | WRESTLING INVITE ENTRY FEE - BRODHEAD | 150.00 |
| 02/29/2016 | WRESTLING | WRESTLING INVITE ENTRY FEE - BRODHEAD | 125.00 |
| 02/29/2016 | DISTRICT WIDE | KIDS KORNER MEALS JAN INV 1045 | 480.00 |
| 02/29/2016 | DISTRICT WIDE | STUDENT ASSISTANT PROGRAM | 150.00 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | MS CREDIT CARD REIMBURSEMENT | 2173.89 |
| 02/29/2016 | DISTRICT WIDE | KID CONNECTION - FACILITY USE FOR FEB | 354.35 |
| 02/29/2016 | INDUSTRIAL ARTS | WRESTLING ROOM SUPPLY REIMBURSEMENT | 230.89 |
| 02/29/2016 | INDUSTRIAL ARTS | S KRUPKE CAR REPAIR REIMBURSEMENT | 138.79 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | LEVI CREDIT CARD REIMBURSEMENT | 530.00 |
| 02/29/2016 | DISTRICT WIDE | FACILITY USE - CUB SCOUTS INV 1005 | 10.00 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | TRIS CREDIT CARD REIMBURSEMENT | 542.94 |
| 02/29/2016 | INDUSTRIAL ARTS | K MCDONALD CAR REPAIR REIMBURSEMENT | 259.13 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | WORK PERMITS | 50.00 |
| 02/29/2016 | INDUSTRIAL ARTS | J KNOTT CAR REPAIR REIMBURSEMENT | 15.49 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | VERYL COURTIER MEMORIAL SCHOLARSHIP | 5000.00 |
| 02/29/2016 | DISTRICT WIDE | JV WRESTLING INVITE 2/1/16 | 315.00 |
| 02/29/2016 | DISTRICT WIDE | GBB VS EDGERTON 1/29/16 | 469.00 |
| 02/29/2016 | DISTRICT WIDE | BBB VS BRODHEAD 1/28/16 | 1070.90 |
| 02/29/2016 | DISTRICT WIDE | STUDENT FEES | 957.00 |
| 02/29/2016 | DISTRICT WIDE | PRESS BOX DONATION | 1148.00 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | KIDS FIRST DONATION | 21.90 |
| 02/29/2016 | REGULAR CURRICULUM | CLASSROOM SNACKS | 35.00 |
| 02/29/2016 | DISTRICT WIDE | FOOD SERVICE PAYMENT INVOICE 1040 | 450.00 |
| 02/29/2016 | INDUSTRIAL ARTS | WELDING CLASS FEES | 40.00 |
| 02/29/2016 | LIBRARY | LOST BOOK PAYMENT | 17.00 |
| 02/29/2016 | DISTRICT ADMINISTRATION | DO SODA | 100.00 |
| 02/29/2016 | INFORMATION SERVICES | OPEN RECORDS REQUEST- SMITH PHOTOGRAPHY | 10.00 |
| 02/29/2016 | DISTRICT WIDE | FACILITY USE -MEN'S BOMBARDMENT GAME INV 1006 | 25.00 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | KIDS FIRST REIMBURSEMENT | 5.10 |
| 02/29/2016 | DISTRICT ADMINISTRATORS OFFICE | TAX REFUND-WASB-JERRY CC | 1.60 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - K CROCKER - FEB | 1384.60 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - R FLAHERTY - FEB | 1384.60 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - V ZHE - FEB | 589.12 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - B BERG - FEB | 1190.76 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - S ERICKSON - FEB | 1190.76 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - L HAVLIK - FEB | 1384.60 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - P HAESE - FEB | 589.12 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - C BEEDLE - FEB | 589.12 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - H BEEDLE - FEB | 589.12 |
| 02/29/2016 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - R COLE - FEB | 1190.76 |
| 02/29/2016 | DISTRICT WIDE | STUDENT FEES | 266.50 |
| 02/29/2016 | DISTRICT WIDE | FACILITY USE -KLOPP MINI CAMP INV 15160014-GC | 22.50 |
| 02/29/2016 | DISTRICT WIDE | FOOD SERVICE PAYMENT INVOICE 1070 | 15.00 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | HS CREDIT CARD REIMBURSEMENT | 2298.76 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | MS CREDIT CARD REIMBURSEMENT | 7095.59 |
| 02/29/2016 | FIELD TRIPS - CLASSROOM | MS FIELD TRIP REIMBURSEMENT | 919.80 |
| 02/29/2016 | DISTRICT WIDE | MEDICAID PAYMENT | 1336.68 |
| 02/29/2016 | MUSIC | SOLO & ENSEMBLE ENTRY FEE | 64.00 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | BOOK ON THE BUS GRANT | 1640.00 |
| 02/29/2016 | DISTRICT WIDE | MANUFACTURED HOME TAX-MAGNOLIA | 46.37 |
| 02/29/2016 | DISTRICT WIDE | MANUFACTURED HOME TAX-MAGNOLIA | 283.64 |

| Post Date | Func | Description | Amount |
|------------|--------------------------------|---|-----------|
| 02/29/2016 | DISTRICT WIDE | TAX LEVY BROOKLYN | 24003.00 |
| 02/29/2016 | DISTRICT WIDE | TAX LEVY CENTER | 235650.01 |
| 02/29/2016 | DISTRICT WIDE | TAX LEVY MAGNOLIA | 200634.68 |
| 02/29/2016 | DISTRICT WIDE | TAX LEVY RUTLAND | 1749.99 |
| 02/29/2016 | DISTRICT WIDE | MAGNOLIA-PILT PAYMENTS | 2894.54 |
| 02/29/2016 | DISTRICT WIDE | STUDENT FEES | 260.00 |
| 02/29/2016 | DISTRICT ADMINISTRATION | DO SODA/COFFEE | 55.35 |
| 02/29/2016 | DISTRICT WIDE | WR REGIONAL 2/13/16 | 2044.00 |
| 02/29/2016 | DISTRICT WIDE | GBB VS EAST TROY 2/12/16 | 406.00 |
| 02/29/2016 | DISTRICT WIDE | BBB VS MCFARLAND 2/11/16 | 683.80 |
| 02/29/2016 | DISTRICT WIDE | GBB VS ALBANY 2/15/16 | 545.00 |
| 02/29/2016 | DISTRICT WIDE | BBB VS WHITEWATER 2/16/16 | 580.00 |
| 02/29/2016 | DISTRICT WIDE | TAX LEVY PORTER | 174954.07 |
| 02/29/2016 | DISTRICT WIDE | TAX LEVY UNION | 531492.66 |
| 02/29/2016 | OTHER DEP LIFE INS PAYABLE | LIFE INS MAR & APR - K LYLE | 14.64 |
| 02/29/2016 | DISTRICT WIDE | KID CONNECTION - FACILITY USE FOR MAR | 360.96 |
| 02/29/2016 | DISTRICT WIDE | TAX LEVY JANESVILLE | 139231.46 |
| 02/29/2016 | DISTRICT WIDE | FACILITY USE -KRAUS INV 1516010 | 40.00 |
| 02/29/2016 | DISTRICT WIDE | FACILITY USE - PTO JAMBOREE INV 15160011-GC | 165.59 |
| 02/29/2016 | DISTRICT WIDE | FACILITY USE - T HOLMAN INV 1516008 | 63.00 |
| 02/29/2016 | FIELD TRIPS - CLASSROOM | HS FIELD TRIP REIMBURSEMENT | 160.94 |
| 02/29/2016 | MUSIC | MS REIMBURSEMENT MUSIC PRESENTATION | 350.00 |
| 02/29/2016 | SCHOOL BUILDING ADMINISTRATION | LIFETOUCH COMMISSION | 601.25 |
| 02/29/2016 | DISTRICT WIDE | FACILITY USE - A BANKS INV 15160016-GC | 153.00 |
| 02/29/2016 | DISTRICT WIDE | STUDENT FEES | 50.00 |
| 02/29/2016 | GIRLS HOCKEY | HOCKEY FEE | 850.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1436.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 937.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS-CASH LINES | 379.25 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 624.21 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1548.50 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1705.40 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1822.60 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 861.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1357.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 958.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 784.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1285.01 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1514.50 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 892.20 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1703.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1040.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1745.50 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1602.70 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 1455.50 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | FOOD SERVICE DEPOSITS | 873.50 |
| 02/29/2016 | DISTRICT WIDE | VENDING | 75.05 |
| 02/29/2016 | DISTRICT WIDE | VENDING | 76.05 |
| 02/29/2016 | DISTRICT WIDE | VENDING | 42.20 |
| 02/29/2016 | DISTRICT WIDE | VENDING | 63.25 |
| 02/29/2016 | DISTRICT WIDE | INTEREST | 2013.00 |
| 02/29/2016 | DISTRICT WIDE | E-FUNDS STUDENT FEES | 197.00 |
| 02/29/2016 | OTHER DEPOSITS PAYABLE | E-FUNDS MEAL PAYMENTS | 20605.27 |

| Post Date | Func | Description | Amount |
|------------|-------------------------|--------------------------------------|------------|
| 02/29/2016 | TERMINATION OF BENEFITS | EBC - COBRA DENTAL - ANDREW | 166.56 |
| 02/29/2016 | TERMINATION OF BENEFITS | EBC - COBRA HTL - CUFAUDE ANDREW | 1973.79 |
| 02/29/2016 | TERMINATION OF BENEFITS | EBC - COBRA HTL HRA - CUFAUDE ANDREW | 360.00 |
| 02/29/2016 | DISTRICT WIDE | SPECIAL ED AIDS | 116429.00 |
| 02/29/2016 | DISTRICT WIDE | SAGE | 78191.00 |
| 02/29/2016 | CASH ON DEPOSIT | SCHOOL LUNCH AID | 14228.89 |
| 02/29/2016 | CASH ON DEPOSIT | SCHOOL LUNCH AID | 17744.28 |
| 02/29/2016 | DISTRICT WIDE | TITLE II TEACHER/PRINCIPAL TRAINING | 27360.21 |
| 02/29/2016 | DISTRICT WIDE | IDEA 6B FLOW THROUGH EIS | 132310.88 |
| 02/29/2016 | DISTRICT WIDE | TAX LEVY EVANSVILLE | 1233992.85 |
| 02/29/2016 | DISTRICT WIDE | TAX LEVY EVANSVILLE | 5935.34 |
| | | Total for Cash Receipts | 3033438.65 |

| CHECK DATE | CHECK NUMBER | CHE TYP | VENDOR | AMOUNT |
|------------|--------------|---------|--------------------------------|-----------|
| 02/05/2016 | 79441 | R | ATLAS, FREDERICK | 48.00 |
| 02/05/2016 | 79442 | R | BAKKEN, RYAN | 60.00 |
| 02/05/2016 | 79443 | R | BIER, THOMAS | 96.00 |
| 02/05/2016 | 79444 | R | BROST, DAVE | 50.00 |
| 02/05/2016 | 79445 | R | EVANSVILLE HIGH SCHOOL | 135.35 |
| 02/05/2016 | 79446 | R | EVANSVILLE PHARMACY | 60.00 |
| 02/05/2016 | 79447 | R | FENTON JR, THOMAS | 48.00 |
| 02/05/2016 | 79448 | R | GARVOILLE, LARRY | 100.00 |
| 02/05/2016 | 79449 | R | KRONING, SHELDON | 48.00 |
| 02/05/2016 | 79450 | R | SIMENSON, DANIEL | 48.00 |
| 02/05/2016 | 79451 | R | SMITH, DAVID | 48.00 |
| 02/05/2016 | 79452 | R | STEWART, MARTIN | 60.00 |
| 02/05/2016 | 79453 | R | SUN PRAIRIE AREA SCHOOL DISTRI | 90.00 |
| 02/05/2016 | 79454 | R | THORNTON, RON | 96.00 |
| 02/05/2016 | 79455 | R | WILSON, SCOTT | 50.00 |
| 02/05/2016 | 79456 | R | YOSS, DAVID | 100.00 |
| 02/05/2016 | 79457 | R | ZASTOUPIL, JOHN | 50.00 |
| 02/10/2016 | 79458 | R | AMERIPRISE FINANCIAL SERVICES | 370.00 |
| 02/10/2016 | 79459 | R | FIDUCIARY TRUST INTERNATIONAL | 1,324.00 |
| 02/10/2016 | 79460 | R | KOHN LAW FIRM S.C. | 195.57 |
| 02/10/2016 | 79461 | R | METLIFE | 75.00 |
| 02/10/2016 | 79462 | R | MG TRUST COMPANY | 750.00 |
| 02/10/2016 | 79463 | R | SBG-VAA | 30.00 |
| 02/11/2016 | 79464 | R | ACCELERATIONS EDUCATIONAL SOFT | 65.75 |
| 02/11/2016 | 79467 | R | DAVE'S ACE HARDWARE | 648.69 |
| 02/11/2016 | 79468 | R | ALL 'N ONE | 204.48 |
| 02/11/2016 | 79469 | R | AT & T | 436.03 |
| 02/11/2016 | 79470 | R | BATTERIES PLUS | 392.50 |
| 02/11/2016 | 79471 | R | BIER, THOMAS | 100.00 |
| 02/11/2016 | 79472 | R | BONFIGLIO, RICHARD | 11.20 |
| 02/11/2016 | 79473 | R | BRIAN BROWN MEMORIAL FUND | 40.00 |
| 02/11/2016 | 79474 | R | BRIGHTSTAR CARE | 4,725.00 |
| 02/11/2016 | 79475 | R | BRODHEAD SCHOOL DISTRICT | 462.08 |
| 02/11/2016 | 79476 | R | CASH | 104.36 |
| 02/11/2016 | 79477 | R | COMMUNICATIONS ENGINEERING CO. | 3,371.65 |
| 02/11/2016 | 79478 | R | CBSA 3 | 134.23 |
| 02/11/2016 | 79479 | R | CREEKSIDE PLACE | 392.00 |
| 02/11/2016 | 79480 | R | CRM | 201.62 |
| 02/11/2016 | 79481 | R | E & D WATER WORKS INC | 77.00 |
| 02/11/2016 | 79482 | R | EVANSVILLE HIGH SCHOOL | 225.00 |
| 02/11/2016 | 79483 | R | EQUAL RIGHTS DIVISION | 37.50 |
| 02/11/2016 | 79484 | R | EVANSVILLE REVIEW | 626.50 |
| 02/11/2016 | 79485 | R | FIDELITEC LLC | 12.00 |
| 02/11/2016 | 79486 | R | FOLLETT SCHOOL SOLUTIONS, INC. | 983.99 |
| 02/11/2016 | 79487 | R | GEORGE, JEFF | 28.00 |
| 02/11/2016 | 79488 | R | GOLZ ELECTRIC | 74.95 |
| 02/11/2016 | 79489 | R | GOODHEART-WILLCOX PUBLISHER | 1,989.88 |
| 02/11/2016 | 79490 | R | GOPHER SPORT | 2,195.72 |
| 02/11/2016 | 79491 | R | GRAINGER PARTS | 523.12 |
| 02/11/2016 | 79492 | R | GUTCHE, BRIAN | 48.00 |
| 02/11/2016 | 79493 | R | HEID MUSIC CO | 438.84 |
| 02/11/2016 | 79495 | R | J.W. PEPPER & SON INC | 440.16 |
| 02/11/2016 | 79496 | R | JEDI VIRTUAL SCHOOL | 23,995.00 |
| 02/11/2016 | 79497 | R | JUNIOR LIBRARY GUILD | 254.00 |
| 02/11/2016 | 79498 | R | KADERLY, JACOB | 110.00 |
| 02/11/2016 | 79499 | R | KLOPFENSTEIN, JEFFREY | 50.00 |

| CHECK DATE | CHECK NUMBER | CHE TYP | VENDOR | AMOUNT |
|------------|--------------|---------|--------------------------------|-----------|
| 02/11/2016 | 79500 | R | LARSON, KENT | 12.00 |
| 02/11/2016 | 79501 | R | LEVI LEONARD ELEMENTARY | 200.00 |
| 02/11/2016 | 79502 | R | LOWERY, JASON | 110.00 |
| 02/11/2016 | 79503 | R | MARKHAM, JEFF | 228.50 |
| 02/11/2016 | 79504 | R | MCGRAW HILL SCHOOL EDU HOLD | 375.00 |
| 02/11/2016 | 79505 | R | MILLER, DAVE | 225.80 |
| 02/11/2016 | 79506 | R | O'BRIEN, JENNA | 5,000.00 |
| 02/11/2016 | 79507 | R | OCCUPATIONAL HEALTH CENTERS | 201.00 |
| 02/11/2016 | 79508 | R | OFFICE DEPOT | 99.00 |
| 02/11/2016 | 79510 | R | OFFICE PRO | 1,234.65 |
| 02/11/2016 | 79511 | R | OLSEN, JELAINE LISA | 2,835.00 |
| 02/11/2016 | 79512 | R | OLSON, DREW | 12.00 |
| 02/11/2016 | 79514 | R | PIGGLY WIGGLY | 280.64 |
| 02/11/2016 | 79515 | R | READ IT ONCE AGAIN | 55.00 |
| 02/11/2016 | 79516 | R | RINGHAND BROTHERS INC | 66,399.05 |
| 02/11/2016 | 79517 | R | SAFARI MONTAGE | 1,250.00 |
| 02/11/2016 | 79518 | R | SAN A CARE INC | 1,528.98 |
| 02/11/2016 | 79519 | R | SCHOOL HEALTH CORPORATION | 519.52 |
| 02/11/2016 | 79520 | R | SCHOOL PERCEPTIONS | 570.00 |
| 02/11/2016 | 79521 | R | SEW MANY THREADS, LLC | 165.00 |
| 02/11/2016 | 79522 | R | TEACHER SYNERGY, LLC | 23.70 |
| 02/11/2016 | 79523 | R | THE OMNI GROUP | 85.50 |
| 02/11/2016 | 79525 | R | TEACHERS ON CALL | 26,640.54 |
| 02/11/2016 | 79526 | R | THEODORE ROBINSON INTERMEDIATE | 21.90 |
| 02/11/2016 | 79527 | R | UPS | 13.49 |
| 02/11/2016 | 79528 | R | WELDERS SUPPLY COMPANY | 363.75 |
| 02/11/2016 | 79529 | R | ZEE, ERIC | 1,500.00 |
| 02/19/2016 | 79530 | R | BIER, THOMAS | 100.00 |
| 02/19/2016 | 79531 | R | DELAVAN-DARIEN HIGH SCHOOL | 60.00 |
| 02/19/2016 | 79532 | R | FENTON JR, THOMAS | 48.00 |
| 02/19/2016 | 79533 | R | HOMB, LOREN | 50.00 |
| 02/19/2016 | 79534 | R | HOMB, ROGER | 48.00 |
| 02/19/2016 | 79535 | R | LAW, CHRISTOPHER | 50.00 |
| 02/19/2016 | 79536 | R | MANKE, DAVID | 48.00 |
| 02/19/2016 | 79537 | R | MULDER, DALE | 225.00 |
| 02/19/2016 | 79538 | R | PEREIRA, MACABEE | 48.00 |
| 02/19/2016 | 79539 | R | SIMENSON, DANIEL | 48.00 |
| 02/19/2016 | 79540 | R | YOSS, DAVID | 50.00 |
| 02/19/2016 | 79541 | R | ZASTOUPIL, JOHN | 50.00 |
| 02/25/2016 | 79542 | R | AMERIPRISE FINANCIAL SERVICES | 370.00 |
| 02/25/2016 | 79543 | R | FIDUCIARY TRUST INTERNATIONAL | 1,324.00 |
| 02/25/2016 | 79544 | R | KOHN LAW FIRM S.C. | 189.61 |
| 02/25/2016 | 79545 | R | METLIFE | 75.00 |
| 02/25/2016 | 79546 | R | MG TRUST COMPANY | 750.00 |
| 02/25/2016 | 79547 | R | SBG-VAA | 30.00 |
| 02/26/2016 | 79548 | R | ADVANCED DISPOSAL | 1,377.59 |
| 02/26/2016 | 79549 | R | AWSA-WFEA | 185.00 |
| 02/26/2016 | 79550 | R | BEAN, WENDALL | 110.00 |
| 02/26/2016 | 79551 | R | BRIGHTSTAR CARE | 2,070.00 |
| 02/26/2016 | 79552 | R | COMMUNICATIONS ENGINEERING CO. | 166.75 |
| 02/26/2016 | 79553 | R | CENGAGE LEARNING | 2,688.13 |
| 02/26/2016 | 79554 | R | CESA 8 | 40.48 |
| 02/26/2016 | 79555 | R | CHARTER COMMUNICATIONS | 1,888.12 |
| 02/26/2016 | 79556 | R | CLASS 1 AIR | 335.44 |
| 02/26/2016 | 79557 | R | CRM | 1,672.00 |
| 02/26/2016 | 79558 | R | EVANSVILLE HIGH SCHOOL | 43.50 |

| CHECK DATE | CHECK NUMBER | CHE TYP | VENDOR | AMOUNT |
|------------|--------------|---------|--------------------------------|-----------|
| 02/26/2016 | 79559 | R | EVANSVILLE VETERINARY SERVICE | 8.40 |
| 02/26/2016 | 79560 | R | FIEDOROWICZ, LEE | 89.12 |
| 02/26/2016 | 79561 | R | FOLLETT SCHOOL SOLUTIONS, INC. | 1,192.59 |
| 02/26/2016 | 79562 | R | GATES, TONY | 48.00 |
| 02/26/2016 | 79563 | R | GRAINGER PARTS | 976.46 |
| 02/26/2016 | 79564 | R | HANSEN, WAYNE | 48.00 |
| 02/26/2016 | 79565 | R | HAZARD, CHRIS | 35.00 |
| 02/26/2016 | 79566 | R | HONEYWELL INC. | 18,304.67 |
| 02/26/2016 | 79567 | R | HOUGHTON MIFFLIN HARCOURT PUB | 2,660.00 |
| 02/26/2016 | 79568 | R | SOCIAL STUDIES SCHOOL SERVICE | 129.90 |
| 02/26/2016 | 79570 | R | J.W. PEPPER & SON INC | 1,232.70 |
| 02/26/2016 | 79571 | R | MENARDS | 1,075.30 |
| 02/26/2016 | 79572 | R | MEYERS, JOHN | 48.00 |
| 02/26/2016 | 79573 | R | MIDDLETON-CROSS PLAINS SCHOOL | 360.00 |
| 02/26/2016 | 79574 | R | MUENCH, KIM | 35.00 |
| 02/26/2016 | 79575 | R | OCCUPATIONAL HEALTH CENTERS | 260.00 |
| 02/26/2016 | 79576 | R | OFFICE DEPOT | 99.00 |
| 02/26/2016 | 79577 | R | OFFICE PRO | 355.66 |
| 02/26/2016 | 79578 | R | OLSEN, JELAINIE LISA | 35.00 |
| 02/26/2016 | 79579 | R | RHYME BUSINESS PRODUCTS | 3,076.71 |
| 02/26/2016 | 79580 | R | ROCK VALLEY CONFERENCE | 200.00 |
| 02/26/2016 | 79581 | R | SASSE, SCOTT | 130.00 |
| 02/26/2016 | 79582 | R | SCHINDLER ELEVATOR CORP. | 474.04 |
| 02/26/2016 | 79583 | R | SYENS, MATT | 89.12 |
| 02/26/2016 | 79584 | R | TAHER | 47,516.79 |
| 02/26/2016 | 79585 | R | THE HUMAN SOLUTION | 489.00 |
| 02/26/2016 | 79586 | R | THORNTON, RON | 48.00 |
| 02/26/2016 | 79587 | R | TEACHERS ON CALL | 14,147.62 |
| 02/26/2016 | 79588 | R | TRUGREEN | 474.75 |
| 02/26/2016 | 79589 | R | UPS | 7.43 |
| 02/26/2016 | 79590 | R | UW WHITEWATER FORENSICS | 66.00 |
| 02/26/2016 | 79591 | R | VERONA YOUTH WRESTLING CLUB | 300.00 |
| 02/26/2016 | 79592 | R | WATTS, JONATHAN | 48.00 |
| 02/26/2016 | 79593 | R | WAUNAKEE COMM SCHOOL DISTRICT | 850.00 |
| 02/26/2016 | 79594 | R | WHITE, PAUL | 89.12 |
| 02/26/2016 | 79595 | R | WSST | 513.00 |
| 02/29/2016 | 79596 | R | BAKKEN, RYAN | 60.00 |
| 02/29/2016 | 79597 | R | LLOYD, MICHAEL | 48.00 |
| 02/29/2016 | 79598 | R | OLSON, LYNN | 35.00 |
| 02/29/2016 | 79599 | R | SASSE, SCOTT | 160.00 |
| 02/29/2016 | 2016013 | M | EVANSVILLE WATER & LIGHT DEPT | 39,448.16 |
| 02/29/2016 | 2016014 | M | U.S. CELLULAR | 219.10 |
| 02/05/2016 | 151600318 | A | BACKES, JESSICA | 40.53 |
| 02/05/2016 | 151600319 | A | BUTTCHEN, KENDALL | 48.00 |
| 02/05/2016 | 151600320 | A | GARVOILLE, STEVE | 100.00 |
| 02/05/2016 | 151600321 | A | HRYCAY, STEVEN | 48.00 |
| 02/05/2016 | 151600322 | A | MADSEN, GAYLA | 100.00 |
| 02/05/2016 | 151600323 | A | MARLIN, ALISON | 100.00 |
| 02/05/2016 | 151600324 | A | ROTH, JERRY | 238.65 |
| 02/05/2016 | 151600325 | A | SEILS, ANDY | 98.00 |
| 02/05/2016 | 151600326 | A | WICKERSHAM, KARLA | 100.00 |
| 02/11/2016 | 151600327 | A | AIRGAS USA LLC DBA ENCOMPASS | 150.32 |
| 02/11/2016 | 151600328 | A | BADGER SPORTING GOODS CO., INC | 420.41 |
| 02/11/2016 | 151600329 | A | BECKER BOILER CO INC | 8,780.00 |
| 02/11/2016 | 151600330 | A | BOARDMAN & CLARK LLP | 846.50 |
| 02/11/2016 | 151600331 | A | BUSSE, ERIC | 111.24 |

| CHECK DATE | CHECK NUMBER | CHE TYP | VENDOR | AMOUNT |
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| 02/11/2016 | 151600332 | A | CESA #2 | 592.00 |
| 02/11/2016 | 151600333 | A | CESA 6 | 4,539.76 |
| 02/11/2016 | 151600334 | A | CITY GLASS COMPANY | 2,503.00 |
| 02/11/2016 | 151600335 | A | COUNES, RYA | 108.00 |
| 02/11/2016 | 151600336 | A | DOBBS, JOANIE | 63.00 |
| 02/11/2016 | 151600337 | A | FERRELL, LESLIE | 113.40 |
| 02/11/2016 | 151600338 | A | GOLDBECK, TODD | 197.00 |
| 02/11/2016 | 151600339 | A | HEINEMANN | 1,371.70 |
| 02/11/2016 | 151600340 | A | KOPF, DAVID | 47.93 |
| 02/11/2016 | 151600341 | A | KVALHEIM, JAMES | 164.16 |
| 02/11/2016 | 151600342 | A | LAKELAND CHEMICAL SPECIALTIES | 98.54 |
| 02/11/2016 | 151600344 | A | LANDMARK SERVICES COOPERATIVE | 5,619.18 |
| 02/11/2016 | 151600345 | A | MILLS, CAROLYN | 70.20 |
| 02/11/2016 | 151600346 | A | MJ CARE, INC. | 231.00 |
| 02/11/2016 | 151600347 | A | NORTH AMERICAN MECHANICAL INC | 1,802.63 |
| 02/11/2016 | 151600348 | A | NASCO | 268.37 |
| 02/11/2016 | 151600349 | A | NELSON-YOUNG LUMBER COMPANY | 75.00 |
| 02/11/2016 | 151600350 | A | PRO-ED | 197.95 |
| 02/11/2016 | 151600351 | A | PROFESSIONAL PEST CONTROL | 46.00 |
| 02/11/2016 | 151600352 | A | RHYME BUSINESS PRODUCTS | 2,205.17 |
| 02/11/2016 | 151600353 | A | RIEL, TONY | 145.81 |
| 02/11/2016 | 151600354 | A | ROTH, JERRY | 40.00 |
| 02/11/2016 | 151600355 | A | RUNKLE, JENNY | 70.86 |
| 02/11/2016 | 151600356 | A | SCHOLASTIC INC | 97.88 |
| 02/11/2016 | 151600357 | A | SEILS, ANDY | 100.00 |
| 02/11/2016 | 151600358 | A | STALDER, ELIZABETH | 78.85 |
| 02/11/2016 | 151600359 | A | WE ENERGIES | 28,529.94 |
| 02/19/2016 | 151600360 | A | BUTTCHEN, KENDALL | 48.00 |
| 02/19/2016 | 151600361 | A | LAUBE, JERRY | 60.00 |
| 02/19/2016 | 151600362 | A | NEIS, GERALD | 60.00 |
| 02/26/2016 | 151600363 | A | BRUMMOND, NANCY | 59.93 |
| 02/26/2016 | 151600364 | A | CARTER & GRUENEWALD CO., INC. | 74.15 |
| 02/26/2016 | 151600365 | A | CITY GLASS COMPANY | 350.00 |
| 02/26/2016 | 151600366 | A | DOYLE-MEIDINGER, TERESA | 80.00 |
| 02/26/2016 | 151600367 | A | E-RATE EXCHANGE, LLC | 1,252.00 |
| 02/26/2016 | 151600368 | A | FIRST SUPPLY LLC - MADISON | 690.65 |
| 02/26/2016 | 151600370 | A | HELLENBRAND INC | 256.41 |
| 02/26/2016 | 151600371 | A | HERBERS, DEBORAH | 109.88 |
| 02/26/2016 | 151600372 | A | HRYCAY, STEVEN | 60.00 |
| 02/26/2016 | 151600373 | A | HUMBERG, CHRISTINE | 180.00 |
| 02/26/2016 | 151600374 | A | KNUDSON, LINDA | 84.99 |
| 02/26/2016 | 151600375 | A | KOSTROUN, CHARITY | 65.91 |
| 02/26/2016 | 151600376 | A | KRENTZ, GEOFFREY | 50.00 |
| 02/26/2016 | 151600377 | A | KROHN, KIARA | 39.96 |
| 02/26/2016 | 151600378 | A | LEMKE, TAMMY | 100.44 |
| 02/26/2016 | 151600379 | A | MCDANIEL, KATIE | 180.00 |
| 02/26/2016 | 151600380 | A | MIDAMERICA ADMINISTRATIVE & RE | 100.00 |
| 02/26/2016 | 151600381 | A | MILLER, KEITH | 21.00 |
| 02/26/2016 | 151600382 | A | MOSHER, KELLY | 38.34 |
| 02/26/2016 | 151600383 | A | NORTH AMERICAN MECHANICAL INC | 1,224.33 |
| 02/26/2016 | 151600384 | A | NASCO | 471.76 |
| 02/26/2016 | 151600385 | A | NEIS, GERALD | 50.00 |
| 02/26/2016 | 151600386 | A | NICHOLSON, CHRIS | 50.00 |
| 02/26/2016 | 151600387 | A | OAKESON, JOMARIE | 77.00 |
| 02/26/2016 | 151600388 | A | RHYME BUSINESS PRODUCTS | 2,641.55 |
| 02/26/2016 | 151600389 | A | RSCHOOL TODAY | 25.00 |

| CHECK | CHECK CHE | | | |
|-------------------|---------------|------------|--------------------------------|---------------|
| <u>DATE</u> | <u>NUMBER</u> | <u>TYP</u> | <u>VENDOR</u> | <u>AMOUNT</u> |
| 02/26/2016 | 151600390 | A | STRIEKER, JUDITH | 80.00 |
| 02/26/2016 | 151600391 | A | WAHL, CARRIE | 180.00 |
| 02/26/2016 | 151600392 | A | WIAA | 420.53 |
| 02/26/2016 | 151600393 | A | WISCONSIN SCHOOL MUSIC ASSOCIA | 1,483.25 |
| Totals for checks | | | | 378,128.51 |

