

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Amended Board of Education Regular Meeting Agenda  
Monday, October 9, 2017  
6:00 pm  
District Board and Training Center  
340 Fair Street (Door 36)**

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

I. Roll Call: Mason Braunschweig      Melissa Hammann      Thomas Titus  
                 Eric Busse                              Keith Hennig              HS Board Rep Ava Parker  
                 David Hamilton                             John Rasmussen           HS Board Rep Maddy Krueger

II. Approve Agenda.

III. Public Announcements/Recognition/Upcoming Events:

- National School Lunch Program - October 9 - 13

IV. Public Presentations.

V. Information & Discussion:

- A. High School Student Board Representatives Report.
- B. 2018 Potential Referendum Update.
- C. Facilities and Operations Potential Referendum Update.
- D. Set November, December, January, March, and April Board Meeting Dates.

VI. Public Presentations.

VII. Business (Action Items):

- A. Approval of Staff Changes - Resignations of: Food Service Worker, 8<sup>th</sup> Grade Basketball Coach and National Honor Society Advisor. Hiring of: Special Education Assistant, Lunchroom Supervisor, Food Service Worker, National Honor Society Co-Advisor, Science Olympiad Co-Advisors, and Middle School Forensics Coach.
- B. Approve Administrations Recommendation for Possible Operations Referendum.
- C. Approval of Policy #811.1 – Family/Guardian Involvement.

VIII. Consent (Action Items):

- A. Approval of September 25, 2017, Regular Meeting Minutes.
- B. Approval of Policies:
  - 1. #527.1 – Whistleblower
  - 2. #528 – Staff Conduct With Students
  - 3. #533.1 – Criminal Background Checks
  - 4. #744 – Personal and Donated Property in School Buildings

IX. Future Agenda – October 23, 2017, Regular Board Meeting Agenda.

- X. Executive Session - Convene into closed 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 negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association (EEA) covering teachers and the Evansville Education Association Auxiliary (EEAA) covering support staff; and to discuss Business Manager position.
- XI. Reconvene Into Open Session To Take Action, If Necessary, On Any Open or Closed Session Items.
- XII. Adjourn.

Approximately 6:50 pm, Motion for Recess From This Meeting to Open the Annual Meeting.

Return From Recess at the Conclusion of the Annual Meeting.

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

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

Posted: 9/28/17  
Re-Posted: 10/4/17

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Board of Education Regular Meeting Agenda**

**Monday, October 9, 2017**

**6:00 pm**

**District Board and Training Center**

**340 Fair Street (Door 36)**

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I. Roll Call: Mason Braunschweig      Melissa Hammann      Thomas Titus  
                 Eric Busse                              Keith Hennig              HS Board Rep Ava Parker  
                 David Hamilton                             John Rasmussen            HS Board Rep Maddy Krueger

II. Approve Agenda.

III. Public Announcements/Recognition/Upcoming Events:

- National School Lunch Program - October 9 - 13

IV. Public Presentations.

V. Information & Discussion:

- A. High School Student Board Representatives Report.
- B. 2018 Potential Referendum Update.
- C. Facilities and Operations Potential Referendum Update.
- D. Set November, December, January, March, and April Board Meeting Dates.

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- B. Approve Administrations Recommendation for Possible Operations Referendum.
- C. Approval of Policy #811.1 – Family/Guardian Involvement.

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- B. Approval of Policies:
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  3. #533.1 – Criminal Background Checks
  4. #744 – Personal and Donated Property in School Buildings

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- X. Executive Session - Convene into closed session under Wisconsin State Statute 19.85(1)(e) to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association (EEA) covering teachers and the Evansville Education Association Auxiliary (EEAA) covering support staff.
- XI. Reconvene Into Open Session To Take Action, If Necessary, On Any Open or Closed Session Items.
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Return From Recess at the Conclusion of the Annual Meeting.

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Posted: 9/28/17

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda/Briefs

Monday, October 9, 2017

6:00 pm

District Board and Training Center

340 Fair Street (Door 36)

At approximately 6:50 pm, you will take a recess from this meeting to get ready for the 7:00 pm Annual Meeting. After the Annual Meeting, you will reconvene and finish the business of this meeting.

I. **Roll Call:** Mason Braunschweig      Melissa Hammann      Thomas Titus  
Eric Busse      Keith Hennig      HS Board Rep Ava Parker  
David Hamilton      John Rasmussen      HS Board Rep Maddy Krueger

II. **Approve Agenda.**

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

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

- National School Lunch Program - October 9 - 13

IV. **Public Presentations.**

V. **Information & Discussion:**

- A. High School Student Board Representatives Report - *The High School Student Reps. will give a report.*
- B. 2018 Potential Referendum Update - *District Administrator, Mr. Roth, will give an update.*
- C. Facilities and Operations Potential Referendum Update – *Discussion will continue from the last meeting.*
- D. Set November, December, January, March, and April Board Meeting Dates – *Please look at the enclosed calendar to determine meeting dates for these months.*

November – meetings currently are scheduled for November 13 and 27 – with the first meeting being on the 13<sup>th</sup>, and no school on the 22-24, do you want to hold a second meeting this month?

December – meeting currently scheduled on December 11. The second meeting would fall on Christmas. Do you want only one meeting this month?

January – meetings currently scheduled for January 8 and 22. You would get your January 8 Board packet the week of December 18 or after January 3, due to the holiday break. Do you want to keep this meeting date?

March – meetings currently scheduled for 12 and 26. The 26<sup>th</sup> is Spring break week. Do you want only one meeting this month?

April – meetings currently scheduled for 9 and 23. You would get your April 9 Board packet the week of March 19 or after April 3, due to Spring Break week. Do you want to keep this meeting date?

## VI. Public Presentations.

## VII. Business (Action Items):

- A. Approval of Staff Changes - Resignations of: Food Service Worker, 8<sup>th</sup> Grade Basketball Coach and National Honor Society Advisor. Hiring of: Special Education Assistant, Lunchroom Supervisor, Food Service Worker, National Honor Society Co-Advisor, Science Olympiad Co-Advisors, and Middle School Forensics Coach.

### Resignations:

1. *Food Service Worker, Cook 1, April Schmitt, resigned effective October 6, 2017, serving the District for two years.*
2. *National Honor Society Advisor, Penny Messling, resigned effective at the start of the 2017-18 school year.*
3. *8<sup>th</sup> Grade Basketball Coach, Garth Coats, resigned effective September 14, 2017.*

**Suggested Motion: I move we accept the resignations of April Schmitt, Food Service Worker-Cook 1, effective October 6, 2017; Penny Messling, National Honor Society Advisor, effective at the start of the 2017-18 school year; and Garth Coats, 8<sup>th</sup> grade Basketball Coach, effective September 14, 2017, and thank them all for their service in the District.**

### Hiring:

1. *Amy Hionis, Special Education Assistant. Amy is a familiar face around ECSD as the lunchroom supervisor at TRIS and Crossing Guard outside of J.C. McKenna. She has been married for 18 years to her husband, Chris who she met while attending UW Center in Richland Center. Amy and Chris have four kids ages 18, 16, 13, and 9. She enjoys taking photos and spending time with her family and taking vacations together. She is excited for her new role as an SEA at TRIS. Amy will be paid \$12.50/hour.*
2. *Maria Ganoung, Lunchroom Supervisor. Maria has a degree in Business Administration and is the owner of Elisa's Sweet Cakes. Maria is an ECSD parent of a 4K student and a 3<sup>rd</sup> grader. She speaks two languages and has volunteered at Levi Leonard over the past three years. Maria has strong leadership and communication skills. She brings a*

*positive attitude, kindness and respect to the position of Lunchroom Supervisor. Maria already knows many of the students at the Grove Campus and will be a wonderful addition to our staff. Maria will be paid \$12.50/hour.*

3. *Lori Schultz, Food Service Worker, Cook 1. Lori has worked for the food service department as a substitute for a year now. She has done a great job and is looking for something permanent. Lori will be a great addition as she is a hard worker, gets along well with her coworkers, is great with the students, and has a positive attitude. Lori will be paid \$12.50/hour.*

**Suggested Motion: I move to approve the hiring of Amy Hionis, Special Education Assistant, at \$12.50/hour; Maria Ganoung, Lunchroom Supervisor, at \$12.50/hour; and Lori Schultz, Food Service Worker, Cook 1, at \$12.50/hour.**

4. *Doug Zblewski, National Honor Society Co-Advisor. Doug will share this position with Aimee Swarthwout (you approved her in June). Doug will be paid a \$500 stipend.*
5. *Penny Messling, Science Olympiad Co-Advisor. Penny will share this position with Elizabeth Stalder. Penny will be paid a \$1,640 stipend.*
6. *Elizabeth Stalder, Science Olympiad Co-Advisor. Elizabeth will share this position with Penny Messling. Elizabeth will be paid a \$1,640 stipend.*
7. *Katelyn Demrow, Middle School Forensics Coach. Katelyn will be paid a \$984 stipend.*

**Suggested Motion: I move to approve the hiring of National Honor Society Co-Advisor, Doug Zblewski, for a stipend of \$500; Science Olympiad Co-Advisors, Penny Messling and Elizabeth Stalder, for stipends of \$1,640 each; and Katelyn Demrow, Middle School Forensics Coach, for a stipend of \$984.**

- B. Approve Administrations Recommendation for Possible Operations Referendum –

**Suggested Motion: I move to approve the administrations operations referendum recommendations.**

- C. Approval of Policy #811.1 – Family/Guardian Involvement – *This policy comes back with suggested changes and approval.*

**Suggested Motion: I move to approve policy #811.1-Family/Guardian Involvement, as presented.**

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

- A. Approval of September 25, 2017, Regular Meeting Minutes.
- B. Approval of Policies:
  1. #527.1 – Whistleblower
  2. #528 – Staff Conduct With Students
  3. #533.1 – Criminal Background Checks
  4. #744 – Personal and Donated Property in School Buildings

**Suggested Motion: I move to approve the consent agenda items: September 25, 2017, regular meeting minutes; and policies-#527.1-Whistleblower, #528-Staff Conduct With**

Students, #533.1-Criminal Background Checks and #744-Personal and Donated Property in School Buildings, as presented.

Roll Call Vote -

IX. **Future Agenda – October 23, 2017, Regular Board Meeting Agenda – Enclosed is a draft of the agenda.**

X. **Executive Session** - Convene into closed 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 negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association (EEA) covering teachers and the Evansville Education Association Auxiliary (EEAA) covering support staff; and to discuss Business Manager position.

**Suggested Motion: I move to contemplate convening into closed 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 negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association (EEA) covering teachers and the Evansville Education Association Auxiliary (EEAA) covering support staff; and to discuss Business Manager position.**

Roll Call Vote –

XI. **Reconvene Into Open Session To Take Action, If Necessary, On Any Open or Closed Session Items.**

XII. **Adjourn.**

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

**Approximately 6:50 pm, Motion for Recess From This Meeting to Open the Annual Meeting.**  
This will allow all to sign in for the Annual Meeting.

**Following the Annual Meeting, we will Return From Recess at the Conclusion of the Annual Meeting – and continue where the meeting left off.**

**Suggested Motion: I move we return from recess.**



HS Board Report

Ava Parker

Maddy Krueger

October 9th

**Previous events:**

September 22nd: Varsity Football away

September 23rd: Varsity and Jv Soccer @ home, Cross Country Invitational

September 25th: Powder Puff Football

September 26th: Varsity Volleyball @home

September 27th: Buff Puff

September 28th: Varsity Swim @ Beloit Memorial

September 29th: Homecoming Parade, Varsity football game.

October 1st: Varsity Soccer

October 2nd: Varsity Volleyball, Cross Country Triangular

October 6th: Girls Swimming @ Madison Memorial

**Upcoming Events:**

October 9th: Jv Football.

October 11th: Boys Soccer Tournament

October 14th: RVC Volleyball conference meet

October 17th Varsity soccer WIAA regional match

October 20th: Football WIAA playoff

October 21st: Cross Country WIAA sectional

October 28th: Swimming Girls Invitational

October 30th: Winter Sports Meeting

November 4th: Fall Play, RVC cheer and poms competition

November 6th: HS Choir Concert

Evansville Community School District  
Potential Operating Referendum Needs

<u>Description</u>	<u>2018-19</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>Totals</u>
1 <u>Curriculum Not Including Devices</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>500,000</u>
2 <u>Technology</u>						
Server Infrastructure - Large	200,000					
Server Infrastructure - Small	40,000					
Upgrade Wireless	50,000	50,000	50,000	50,000	50,000	
Room mounted projectors	250,000	250,000				
Maintain Classroom Labs	130,000	130,000	130,000	130,000	130,000	
Technology to support learning	80,000	80,000	80,000	80,000	80,000	
Phone System	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	
<b>Total Technology</b>	<b><u>810,000</u></b>	<b><u>570,000</u></b>	<b><u>320,000</u></b>	<b><u>320,000</u></b>	<b><u>320,000</u></b>	<b><u>2,340,000</u></b>
<b>Total Technology &amp; Curriculum</b>	<b><u>910,000</u></b>	<b><u>670,000</u></b>	<b><u>420,000</u></b>	<b><u>420,000</u></b>	<b><u>420,000</u></b>	<b><u>2,840,000</u></b>
1 <u>Facilities &amp; Operations</u>						
ECSD Capital Projects	70,000	70,000	70,000	70,000	70,000	
ECSD O & M Budget	<u>120,000</u>	<u>120,000</u>	<u>120,000</u>	<u>120,000</u>	<u>120,000</u>	
<b>Total F&amp;O</b>	<b><u>190,000</u></b>	<b><u>190,000</u></b>	<b><u>190,000</u></b>	<b><u>190,000</u></b>	<b><u>190,000</u></b>	<b><u>950,000</u></b>
2 Staffing - Maintenance - 1FTE	71,417	72,488	73,576	74,679	75,799	
Staffing - Cleaner - 1FTE	<u>30,948</u>	<u>31,412</u>	<u>31,883</u>	<u>32,362</u>	<u>32,847</u>	
<b>Total Additional Staff</b>	<b><u>102,365</u></b>	<b><u>103,900</u></b>	<b><u>105,459</u></b>	<b><u>107,041</u></b>	<b><u>108,646</u></b>	<b><u>527,412</u></b>
<b>Total Additional F&amp;O Extra Staffing</b>	<b><u>292,365</u></b>	<b><u>293,900</u></b>	<b><u>295,459</u></b>	<b><u>297,041</u></b>	<b><u>298,646</u></b>	<b><u>1,477,412</u></b>
<b>Additional Staffing</b>						
H. S. Counselor .5 FTE	25,219	25,597	25,981	26,371	26,767	129,935
Social Studies .5 FTE	32,469	32,956	33,450	33,952	34,461	167,289
H.S. English 1 FTE	43,574	44,228	44,891	45,564	46,248	224,505
TRIS Gen. Education 1 FTE	43,574	44,228	44,891	45,564	46,248	224,505
Technology 1 FTE	38,089	38,660	39,240	39,829	40,426	196,245
Payroll/B & G Support /Rschool & Access	<u>51,182</u>	<u>51,950</u>	<u>52,729</u>	<u>53,520</u>	<u>54,323</u>	<u>263,703</u>
Software Support						
	<b><u>234,107</u></b>	<b><u>237,619</u></b>	<b><u>241,183</u></b>	<b><u>244,801</u></b>	<b><u>248,473</u></b>	<b><u>1,206,182</u></b>
<b>Compensation</b>						
17-18 Salaries w/1.5% 12,785,097 (Includes Soc. Sec. & Retire @ 6.8%) Current Coaching & Advisor 190,343.00						
1 <b>Additional 1.5% Each Year Adds:</b>	194,631	197,550	200,514	203,521	206,574	1,002,791
2 8 Additional Coaches/Advisors @ 3,800	<u>34,793</u>	<u>35,315</u>	<u>35,845</u>	<u>36,382</u>	<u>36,928</u>	<u>179,263</u>
	<b><u>229,424</u></b>	<b><u>232,865</u></b>	<b><u>236,358</u></b>	<b><u>239,904</u></b>	<b><u>243,502</u></b>	<b><u>1,182,054</u></b>
<b>TOTAL NEW AND CURRENT STAFF</b>	<b><u>463,531</u></b>	<b><u>470,484</u></b>	<b><u>477,541</u></b>	<b><u>484,704</u></b>	<b><u>491,975</u></b>	<b><u>2,388,235</u></b>
<b>TOTAL FACILITIES AND STAFFING COST</b>	<b><u>\$1,665,896</u></b>	<b><u>\$1,434,384</u></b>	<b><u>\$1,193,000</u></b>	<b><u>\$1,201,745</u></b>	<b><u>\$1,210,621</u></b>	<b><u>\$6,705,647</u></b>

Need (In priority order)	Timeline for Completion with Current Resources	Timeline for Completion with Additional Resources
Wired Infrastructure	Small Portions ongoing 10+yrs	All at one time 2yrs
<ul style="list-style-type: none"> <li>Rationale</li> </ul>	The wired infrastructure is a crucial component in the Districts overall technology infrastructure. The current wired infrastructure was installed in 2014. With an updated wired infrastructure, the District would be able to provide a faster more reliable connection to the end users.	
Phones	Site by site – 4-6yrs	All at one time 2yrs
<ul style="list-style-type: none"> <li>Rationale</li> </ul>	The current phone system was installed in 2013. It is recommended that phone systems be upgraded or replaced in most cases every 7-10 years. Having a reliable phone system is crucial to the safety of the students and staff that are in the District.	
Wireless Infrastructure	Site by site – 4-6yrs	All at one time 2yrs
<ul style="list-style-type: none"> <li>Rationale</li> </ul>	The current wireless infrastructure was installed in 2015. The current wireless system covers the main schools but does not cover any of the out buildings. Having the out buildings covered would quarantine that the staff and students would be able to access the network at all times.	
Server Infrastructure	Small Portions ongoing 10+yrs	Large portion 1yr
<ul style="list-style-type: none"> <li>Rationale</li> </ul>	The server infrastructure was upgraded in 2015. The server infrastructure is the core of the whole network infrastructure. The District dedicates resources to improve the server infrastructure every year. Over the last 3 years the District has converted all of the servers used by the District from physical high cost high energy usage servers to virtual lower cost lower energy servers. It is best practice to replace servers every 3-5 years. As the Districts students and staff use technology more the need for bigger and faster servers is made apparent.	
Room mounted Projectors	Small Portions ongoing 10+yrs	All at one time 2yrs
<ul style="list-style-type: none"> <li>Rationale</li> </ul>	The District installed wall/ceiling mounted projectors in almost all of the teaching classrooms k-8 over the last 4years. The interactive boards in the High School are 6-10 years old. Having the projectors available in the classrooms have given the teachers more flexibility in their classrooms. The projectors have a 3-5 year life expectancy.	
Tech to support learning		Staggered over 4yrs
<ul style="list-style-type: none"> <li>Rationale</li> </ul>	The District has recently started integrating devices into classroom curriculum. Over the last three years we have added over 300 devices to directly support curriculum in the classroom. The expected life is 3-5 years for most of these devices.	
Classroom labs		Staggered over 4yrs
<ul style="list-style-type: none"> <li>Rationale</li> </ul>	The district has over 2000 student device and that number is growing every year. We added over 600 new devices in the last 3 years. These are not replacement devices these are all new additions. The expected life is 3-5 years for most of these devices. These devices are an integral part of the day to day teaching and learning.	

# Evansville School District 2017-2018 School Year

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
<b>August 2017</b>																																
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<b>April 2018</b>																																
<b>May 2018</b>																																
<b>June 2018</b>																																
<b>July 2018</b>																																

Aug 24, 25	New Teacher Orientation
Aug 28	Teacher Work Day - No School
Aug 29, 30, 31	Professional Development Day - No School
Sept 4	Labor Day - No School
<b>Sept 5</b>	<b>First Day of School</b>
Oct 9	Professional Development Day - No School
Nov 3	End of 1st Quarter; 1/2 Day K-12 Grading
Nov 22	No School
Nov 23	Thanksgiving - No School
Nov 24	Conference Comp - No School
Nov 27	Professional Development Day - No School
Dec 25-1	Winter Break - No School
Jan 2	Professional Development Day - No School
Jan 3	Students Return
Jan 19	End of 2nd Quarter; 1/2 Day K-8 Grading
Feb 12	Professional Development Day - No School
March 12	Professional Development Day - No School
March 23	End of 3rd Quarter; 1/2 Day K-12 Grading
March 26-30	Spring Break - No School
April 1	Easter
April 2	Conference Comp - No School
April 3	Students Return
April 16	Professional Development Day - No School
May 25	High School Commencement
May 28	Memorial Day - No School
June 8	End of 4th Quarter; 1/2 Day K-8 Students
June 11	1/2 Workday for Staff

Month	Contract Days	Instructional Days
August	4	0
September	20	19
October	22	21
November	20	17.5
December	16	16
January	22	20.5
February	20	19
March	17	15.5
April	20	19
May	23	22
June	6.5	5.5
<b>Total</b>	<b>190.5</b>	<b>175</b>

Partial / Full Instructional Days Per Quarter	1st	2nd	3rd	4th
<b>TOTAL</b>	<b>42.5</b>	<b>43.5</b>	<b>42.5</b>	<b>46.5</b>
<b>TOTAL</b>	<b>175</b>			

Contract Days	175 Student Contact Days
2 (4-1/2 Student Days/1/2 Grading Days)	
9 Professional Development Days	
1.5 Work Days	
3 Paid Holidays	
<b>190.5 TOTAL</b>	

Key	Professional Development (9) - No Students
No School	
Quarter End (4 - 1/2) - No Students PM	
Holiday (3) - No School	
Teacher Workday (1.5) - No Students	

- 5 Snow Days Built In
- Board Approved 10/12/16
- Updated 8/3/17 (Nov 3 and March 23)

~~NOT REQUIRED — SUGGEST TO REMOVE~~

FAMILY/GUARDIAN INVOLVEMENT

Rationale

The Evansville Community School District Board of Education encourages strong partnerships between school and home. Working as partners, parents/guardians and educators can increase student achievement and develop positive attitudes about self and school. **Organizational support from the Board, district administrators, and building principals enables teachers and parents/guardians to develop effective partnerships, which is key to a positive school experience.**

~~A key factor in the home-school partnership is the relationship between the teacher and the parent/guardian. Teachers are professionals who manage a variety of instructional resources. Parents/guardians are essential in the learning process of their children. Organizational support from the Board, district administrators, and building principals enables teachers and parents/guardians to develop effective partnerships.~~

~~We believe that~~ Collaboration among family, school and community is essential to quality education and effective guidance of educational decision-making. ~~Therefore we~~ **The District will maintain a communication network to maximize the resources of family, school, and community that promotes positive student attitudes and can improve student achievement. The District's Administrative Team will annually plan and initiate the following activities designed to communicate expectations for student progress and solicit parental/guardian input:**

Policy

~~The partnership between home and school will be supported by:~~

- ~~1. A communication network that fosters home and school partnerships to promotes positive student attitudes and improve student achievement.~~
  - ~~a. The School District's Administrative Team will annually plan and initiate the following activities designed to communicate expectations for student progress and solicit parental/guardian input:~~
    1. Media Notices
    2. Pamphlets, Handbooks and Websites
    3. School Performance Reports
    4. Student Report Cards
    5. Student Progress Reports
    6. Parent/Guardian / Teacher Conferences
    7. Technology Conferencing (telephone, internet, etc.)
    8. Surveys

The District and staff will provide leadership in the development of clear avenues of parental/guardian involvement. Full realization of the partnership will be achieved through the on-going commitment and active participation by both home and school.

Legal Ref.: Improving America's Schools Act of 1994  
ESSA 2015

EVANSVILLE COMMUNITY SCHOOL DISTRICT  
Evansville, Wisconsin

The regular meeting of the Board of Education of the Evansville Community School District was held Monday, September 25, 2017, at 6:00 pm in the District Board and Training Center.

The meeting was called to order by President Mason Braunschweig. Roll call was taken. Members present: Braunschweig, Busse, Hamilton, Hammann, Hennig, and Rasmussen. Absent: Titus.

**APPROVE AGENDA**

Motion by Mr. Busse, seconded by Mr. Hennig, moved to approve the agenda as presented. Motion carried, 6-0 (voice vote).

**PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS**

- Introduction of Grades 3-12 New Staff and District Office Staff
- Wisconsin School Board Appreciation Week, October 1-7, 2017
- Annual School Board Meeting – October 9, 7:00 pm

**INFORMATION & DISCUSSION**

Athletic Director, Mr. Cashore, presented donation from Evansville Angels Softball of \$5,000 to go towards softball backstop fencing. Discussion.

Mr. Cashore presented donation from Evansville Sports Boosters, totaling \$18,676 for installation of irrigation systems for the baseball field in the amount of \$12,377 and the softball outfield in the amount of \$6,299.

**BUDGET FINANCE**

Business Manager, Mr. Swanson, gave an update on the 2017-2018 budget and the state budget.

District Administrator, Mr. Roth, gave an update on the 2018 potential facilities/operations referendum. Administration presented potential operating referendum needs for curriculum, technology, facilities and operations, staffing, and compensation. Discussion.

Budget Finance agenda items for October 23, 2017, meeting discussed.

**BUSINESS (Action Items)**

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved to approve the Resolution ratifying Resolution approved September 11, 2017, authorizing temporary borrowing in the amount not to exceed \$2,500,000. Motion carried, 6-0 (roll call vote).

Motion by Mr. Busse, seconded by Mr. Hennig, moved to approve the donations from Evansville Angels Softball for replacing the softball varsity backstop in the amount of \$5,000 and from Evansville Sports Boosters for installation of irrigation systems on softball and baseball fields in the amount of \$18,676. Motion carried, 6-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Busse, moved to approve the retirement of Mr. Swanson, Business Manager, effective June 30, 2018, and thank him for his two years of service in the District. Motion carried, 6-0 (voice vote).

**CONSENT (Action Item)**

Motion by Ms. Hammann, seconded by Mr. Busse, moved to approve the consent agenda items: the September 11, 2017, regular meeting minutes, as presented. Motion carried, 6-0 (roll call vote).

Motion by Ms. Hammann, seconded by Mr. Busse, moved to table policy #811.1-Family/Guardian Involvement. Motion carried, 6-0 (voice vote).

**POLICIES**

Ms. Hammann presented for a second reading, policies: #527.1-Whistleblower; #528-Staff Conduct With Students (Staff Student Relations); #533.1-Criminal Background Checks; and #744-Personal and Donated Property in School Buildings. Discussion.

**BOARD DEVELOPMENT**

Board Development agenda items for October 23, 2017, meeting discussed.

**FUTURE AGENDA**

October 9, 2017, regular meeting agenda shared.

**EXECUTIVE SESSION**

Motion by Mr. Hennig, seconded by Mr. Hamilton, moved to convene into closed 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 negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association (EEA) covering teachers and the Evansville Education Association Auxiliary (EEAA) covering support staff; and to discuss Business Manager position. Motion carried, 6-0 (roll call vote).

**ADJOURN**

Meeting adjourned from executive session at 7:55 pm.

Submitted by John Rasmussen, Clerk

Approved: \_\_\_\_\_ Dated: \_\_\_\_\_ Approved: 10/9/17  
Mason Braunschweig, President

Revised:

1<sup>st</sup> Reading: 9/11/17; 2<sup>nd</sup> Reading: 9/25/17; 3<sup>rd</sup> Reading: 10/9/17

## WHISTLEBLOWER

The Evansville Community School District Board of Education is committed to protecting employees and applicants for employment from interference with making a protected disclosure\* or retaliation for having made a protected disclosure or having refused an illegal order as defined by state and federal law or Board of Education policies.

A District employee may not: (1) retaliate against an employee or applicant for employment who has made a protected disclosure or who has refused to obey an illegal order, or (2) directly or indirectly use or attempt to use the official authority or influence of his or her position or office for the purpose of interfering with the right of an employee or applicant to make a protected disclosure. It is the intention of the District to take whatever action may be needed to prevent and correct the activities that violate this policy.

### **\*Protected Disclosure:**

An employee of the State of Wisconsin, except for certain exceptions listed in s. 230.80(3), may not be retaliated against for disclosing information regarding a violation of any state or federal law, rule or regulation, mismanagement or abuse of authority in state or local government, substantial waste of public funds or a danger to public health or safety. An employee may disclose information to any other person. However, before disclosing information to anyone other than an attorney, collective bargaining representative or legislature, the employee must do one of the following disclose the information in writing to the employee's supervisor, or disclose the information in writing to an appropriate governmental unit designated by the Equal Rights Division.

Legal Ref.: 30 U.S.C. §3739(h) Sarbanes-Oxley Fraud Prevention Act

Local Ref.: Policy #511 – Equal Opportunity Employment  
Policy #871 – Public Complaints About School Personnel  
Policy #871 Form – Complaints Against Staff Form  
Employee Handbook



Revised:

1<sup>st</sup> Reading: 9/11/17; 2<sup>nd</sup> Reading: 9/25/17; 3<sup>rd</sup> Reading: 10/9/17

## STAFF CONDUCT WITH STUDENTS

The Evansville Community School District Board of Education expects all staff members, including teachers, coaches, counselors, administrators, board members, support staff and others, to maintain the highest professional, moral and ethical standards in their conduct with students. For the purposes of this policy, staff members also include school volunteers.

All District staff are expected to accept responsibility for their conduct, and to understand that their conduct may be regarded as representative of the District, and that even off-duty conduct may adversely affect the abilities of a staff member to effectively perform his/her job duties. Staff is expected to abide by a professional standard of conduct and model good citizenship for students, parents, and the community.

The interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in an educational setting; and consistent with the educational mission of the schools. Even if a student participates willingly in an activity, prohibited interactions between staff and students (regardless of the student's age) are a violation of this policy.

Specifically, the District expects that its staff maintain appropriate professional relationships with students in particular, and any youth in general, and be sensitive to the appearance of impropriety in their conduct with students. Staff members are encouraged to discuss issues with their building administrator or supervisor whenever they are unsure whether particular conduct may constitute a violation of this policy.

### Prohibited Conduct

Examples of unacceptable conduct by staff members that are expressly prohibited include but are not limited to the following:

1. Harassing a student by any type of sexual or inappropriate physical contact (~~e.g. kissing, being overly "touchy"~~) or any other conduct that might be considered harassment under the Board's policy on Prohibition of Student Discrimination and Harassment.
2. Assessing, diagnosing or treating a student's personal problems relating to sexual behavior, substance abuse, mental or physical health and/or family relationships. Students should be referred to the appropriate staff member or agency for assistance. This does not prevent students from bringing personal problems to the attention of a staff member.
3. Sexually suggestive behavior, including, but not limited to jokes, sexual banter, allusions, flirting or innuendos with students, in any form, including social media.
4. Dating between staff members and currently enrolled students.
5. Taking a student off premises without specific, written permission except in an emergency situation or as a regular expectation of their job responsibilities such as co-op students, transition students, etc.

6. Disclosing a staff member's personal, sexual, family, employment concerns, or other private matters to one or more students.

Before sharing personal contact information, or maintaining personal contact with a student by telephone, e-mail, internet chat rooms, or any other written or electronic media (beyond homework or other legitimate school business), staff members will review the activity with their building principal or supervisor and communicate with parents, as appropriate.

#### Reporting Violations

Students and/or their parents/guardians and staff are encouraged to notify the principal if they have reason to believe a staff member may be engaging in conduct that violates this policy.

#### Disciplinary Action

Staff violations of this policy shall result in disciplinary action. The standards and expectations which are stated herein are not exclusive, and may be expanded or updated at the discretion of the Board. Violations involving sexual or other abuse will also result in referral to the Department of Human Services and/or law enforcement in accordance with Board policy.

#### Notification

Notification of this policy shall be made by inclusion in all employee, student and volunteer handbooks.

Legal Ref.: Sections 115.31-License or Permit Revocation; Reports; Investigation; Wisconsin Statutes

120.12(2) School Board Duties

120.13(1) School Board Powers

948.095 Sexual Assault of a Child by a School Staff Person or a Person Who Works or Volunteers With Children

Local Ref.: Policy #363.2/554 - Acceptable Use and Internet Safety Policy for Students, Staff and Guests

Policy #411 - Equal Educational Opportunities

Policy #411.1 – Prohibition of Student Discrimination and Harassment

Policy #411.1 Form – Discrimination or Harassment Complaint Form

Policy #411.1 Rule – Student Discrimination Complaint Procedures

Policy #454 - Reporting Child Abuse and Neglect

Policy #522 - Staff Conduct

## CRIMINAL BACKGROUND CHECKS

The Evansville Community School District Board of Education is charged with responsibility for the health, safety, welfare and supervision of children in a variety of settings – including some settings in which students should be considered vulnerable. As part of meeting this significant responsibility, and in consideration of other important factors related to safety and due diligence, pre-employment criminal background checks shall be conducted for all persons recommended for employment in the District, regardless of the category or type of position. No one may begin employment with the District until the criminal background check is complete and verified by the District Administrator or his/her designee. All offers of employment are contingent upon the results of the criminal background check that are deemed satisfactory to the District.

If the pre-employment criminal background check reveals a conviction or pending charge which the person recommended for employment failed to disclose as required on the District's employment application, the District may refuse to employ the person.

The District shall also conduct criminal background checks and driver record checks as required by law for persons employed or under contract to transport students for the District who do not hold a valid school bus endorsement. A person must be free of any disqualifying driving violations in order to be authorized to transport students. If after the background check and driver record check is conducted, the person is convicted of a disqualifying offense, he/she shall be required to inform the District of any motor vehicle accident in which he/she was the driver, any suspension or revocation of operating privileges, and any conviction or operating privilege revocation that would disqualify him/her from providing student transportation. The person shall not be allowed to transport students for the time period specified.

Any current District employee who has been charged with or convicted of a felony shall report that fact to the principal without delay. Failure to report under this policy may result in disciplinary action up to and including termination.

In determining whether to screen an applicant or employee for possible exclusion or other adverse employment action based on pending charges or a criminal conviction, the District will consider the nature of the allegations or the crime/conduct, the time elapsed, and the nature of the job. Before an applicant or employee would be excluded from employment based on pending charges or a criminal conviction, the District will conduct an individualized assessment as follows:

1. The District will notify the individual that he/she has been identified for possible exclusion because of a felony conviction;
2. The District will offer the individual an opportunity to demonstrate that the exclusion should not be applied due to his/her particular circumstances; and
3. The District will consider whether the additional information provided by the individual, if any, warrants an exception to the proposed exclusion based upon a conclusion that applying the proposed exclusion under the specific circumstances would not reflect legitimate job-related concerns, or that applying the conclusion would be otherwise inconsistent with state

or federal law. For example, state law prohibits an employer from denying employment to an individual based upon a pending charge or a misdemeanor conviction except where the circumstances of the charge/conviction are substantially related to the circumstances of the job.

The administration shall establish the procedures necessary to obtain the required criminal background checks and carry out the other provisions of this policy.

Legal Ref.: Sections 111.31 Wisconsin Statutes (Declaration of Policy)  
111.321 (Prohibited Bases of Discrimination)  
111.335(1)(d) (Arrest or Conviction Record: Exceptions and Special Cases)  
Equal Opportunity Employment

Local Ref.: Policy: #353.1 - School Volunteers

Revised:

1<sup>st</sup> Reading: 9/11/17; 2<sup>nd</sup> Reading: 9/25/17; 3<sup>rd</sup> Reading: 10/9/17

## PERSONAL AND DONATED PROPERTY IN SCHOOL BUILDINGS

The Evansville Community School District will not assume responsibility for the maintenance, repair or replacement of equipment or material privately owned by a teacher or student and brought to a school or a school function unless the use or presence of such has been specifically requested or authorized by the school administration or Board in writing. Books, audio-visual materials or other items purchased by the teacher to enhance instruction are exempt from the written permission requirement, but the District assumes no liability for such items. They should be clearly marked as the personal property of the staff member.

Prior to staff members bringing large personal property (furniture, carpet, etc) to school, they must obtain permission from their administrative supervisor. Large items left in classrooms at the end of the school year may be disposed of at the discretion of the custodial staff and building principal.

No donations of large items by staff, students or citizens may be brought to school without permission. Except where they are specifically solicited and approved by administrative staff, no appliances should be placed in classrooms, staff lounges, or other areas under the control of the District. A disposal fee of \$50.00 may be charged to any staff member or citizen who does not remove personal or donated property from the schools when told to do so by the administrator.

Principals and/or supervisors shall not approve the request to bring in personal property if the property can be obtained in the District.

The District is not responsible for damaged, lost or stolen personal property.

Local Ref.: Employee Handbook

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Board of Education Regular Meeting Agenda**

**Monday, October 23, 2017**

**6:00 pm**

**District Board and Training Center**

**340 Fair Street (Door 36)**

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

- I. Roll Call: Mason Braunschweig      Melissa Hammann      Thomas Titus  
                 Eric Busse                              Keith Hennig  
                 David Hamilton                             John Rasmussen
- II. Approve Agenda.
- III. Public Announcements/Recognition/Upcoming Events:  
•
- IV. Information and Discussion:  
A.
- V. Budget Finance – Chair, Hammann:  
A. Discussion Items:  
1. 2017-2018 Final Budget Update.  
2. Third Friday Attendance/Open Enrollment/Home-Schooled/JEDI/Alternative Education, and 4K Student Reports.  
3. 2018 Potential Referendum Update.  
4. Evansville Education Foundation Update.  
5. Insurance Committee Update.  
B. Develop Budget Finance Agenda Items for Next Second Monthly Meeting.
- VI. Business (Action Items):  
A. Approval of 2017-2018 Tax Levy Amount and Final Budgets.
- VII. Consent (Action Items):  
A. Approval of October 9, 2017, Regular Meeting Minutes  
B. Approval of September Bills and Reconciliation.
- VIII. Policies – Chair, Hammann  
A. First Reading:  
1. #
- IX. Employee Handbook Committee Suggested Changes, First Reading – Chair, Hennig:  
A.
- X. Board Development – Chair, Braunschweig:  
A. Continuous System Improvement (CSI) 2017-2018 CSI/District Goals.  
B. Presentation by Bob Butler, WASB Representative – Key Work of a School Board.  
C. Develop Board Development Agenda Items for Next Second Monthly Meeting.
- XI. Future Agenda – November 13, 2017, Regular Board Meeting Agenda.
- XII. Adjourn.