

# EVANSVILLE COMMUNITY SCHOOL DISTRICT

## Amended Board of Education Regular Meeting Agenda Monday, September 11, 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:

- Annual School Board Meeting – October 23, 7:00 pm.
- Welcome High School Student Board Representatives – Ava Parker and Maddy Krueger
- Introduction of K-5 New Staff

IV. Public Presentations.

V. Information & Discussion:

- A. High School Student Board Representatives Report.
- B. 2018 Potential Facilities/Operations Referendum Update.
- C. Increase LMC Clerk Hours.
- D. First Reading of Polices:
  1. #527.1 – Whistleblower
  2. #528 – Staff Conduct With Students (Staff Student Relations)
  3. #533.1 – Criminal Background Checks
  4. #744 – Personal and Donated Property in School Buildings
- E. Second Reading of Policy: #811.1 – Family/Guardian Involvement (Parental Involvement)

VI. Public Presentations.

VII. Business (Action Items):

- A. Approval of Staff Changes: Hiring of High School Assistant Track Coach and High School Boys JV1 and JV2 Basketball Coaches.
- B. Approval to Increase LMC Clerk Hours.
- C. Resolution Authorizing Temporary Borrowing in an Amount Not to Exceed \$2,500,000; Issuance of Tax and Revenue Anticipation Promissory Notes; and Participation in the PMA Levy and Aid Anticipation Notes Program.

VIII. Consent (Action Items):

- A. Approval of August 28, 2017, Regular Meeting Minutes.
- B. Approval of August Bills.

IX. Future Agenda – September 25, 2017, Regular Board Meeting Agenda.

X. Adjourn.

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

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

Posted: 9/4/17

Re-Posted: 9/6/17

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda/Briefs  
Monday, September 11, 2017  
6:00 pm

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:**

- Annual School Board Meeting – October 23, 7:00 pm.
- Welcome High School Student Board Representatives – Ava Parker and Maddy Krueger
- Introduction of K-5 New Staff

IV. **Public Presentations.**

V. **Information & Discussion:**

A. High School Student Board Representatives Report – *Enclosed is the High School Student Reps report.*

B. 2018 Potential Facilities/Operations Referendum Update – *District Administrator, Mr. Roth, will give an update.*

C. Increase LMC Clerk Hours – *Levi Leonard Elementary Principal, Mr. Schwartz, has enclosed information.*

D. First Reading of Polices:

1. #527.1 – Whistleblower
2. #528 – Staff Conduct With Students (Staff Student Relations)
3. #533.1 – Criminal Background Checks
4. #744 – Personal and Donated Property in School Buildings

E. Second Reading of Policy: #811.1 – Family/Guardian Involvement (Parental Involvement)

VI. **Public Presentations.**

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

**A. Approval of Staff Changes: Hiring of High School Assistant Track Coach and High School Boys JV1 and JV2 Basketball Coaches.**

1. *High School Assistant Track Coach, Garth Coats. Garth will replace Greg Vossekuil as an assistant track coach starting March 5, 2018. Garth is a newly hired special education instructor at the high school. Garth will be paid a stipend of \$1,968.*
2. *High School Boys JV1 Basketball Coach, Todd Sperry. Todd will replace Kendall Buttchen starting November 14, 2017. Todd brings 17 years of high school basketball coaching experience to the boys basketball program. Todd will be paid a stipend of \$2,812.*
3. *High School Boys JV2 Basketball Coach, Kurt Ritchie. Kurt will replace Tony Wiemiller starting November 14, 2017. Kurt brings 23 years of high school basketball coaching experience to the boys basketball program. Kurt will be paid a stipend of \$2,410.*

**Suggested Motion: I move to approve the hiring of High School Assistant Track Coach, Garth Coats, for a *stipend* of \$1,968; High School Boys JV1 Basketball Coach, Todd Sperry, for a stipend of \$2,812; and Kurt Ritchie, High School JV2 Basketball Coach, for a stipend of \$2,410.**

**B. Approval to Increase LMC Clerk Hours – Discussion took place earlier in the meeting.**

**Suggested Motion: I move to approve increasing the LMC clerk hours of Jenean Hamilton from 25 to 29 hours /week during quarters one and three for the 2017-2018 school year, as presented.**

**C. Resolution Authorizing Temporary Borrowing in an Amount Not to Exceed \$2,500,000; Issuance of Tax and Revenue Anticipation Promissory Notes; and Participation in the PMA Levy and Aid Anticipation Notes Program.**

**Suggested Motion: I move to approve the Resolution Authorizing Temporary Borrowing in an Amount Not to Exceed \$2,500,000; Issuance of Tax and Revenue Anticipation Promissory Notes; and Participation in the PMA Levy and Aid Anticipation Notes Program.**

**Roll Call Vote -**

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

- A. Approval of August 28, 2017, Regular Meeting Minutes.
- B. Approval of August Bills.

**Suggested Motion: I move to approve the consent agenda items: August 28, 2017, minutes and the August bills, as presented.**

**Roll Call Vote –**

**IX. Future Agenda – September 25, 2017, Regular Board Meeting Agenda – *Enclosed is a draft of the agenda.***

**X. Adjourn.**

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

Upcoming Meetings:

- September 25, 2017, 6:00 pm, Regular Board Meeting
- October 9, 2017, 6:00 pm, Regular Board Meeting
- October 23, 2017, 6:00 pm, Regular Board Meeting
- October 23, 2017, 7:00 pm, Annual Meeting
- November 13, 2017, 6:00 pm, Regular Board Meeting
- November 27, 2017, 6:00 pm, Regular Board Meeting

## **High School September Board Report:**

**Meeting Date:** September 11<sup>th</sup>

Maddy Krueger

Ava Parker

### **Previous Events:**

August 14<sup>th</sup>-15<sup>th</sup>: Fall play auditions

August 18<sup>th</sup>: Varsity Football vs. Clinton (Lost 28-16)

August 22<sup>nd</sup>: Varsity Boys Soccer vs. Platteville (Won 4-1)

August 24<sup>th</sup>: Cross Country Invitational

August 25<sup>th</sup>-26<sup>th</sup>: Varsity Volleyball Invitational (Took 1<sup>st</sup> place)

August 28<sup>th</sup>: Freshman Orientation

August 29<sup>th</sup>: Varsity Boys Soccer vs. Dodgeville (Won 8-1)

August 31<sup>st</sup>: Girls Swim Meet vs. Madison West

### **Upcoming Events:**

September 12<sup>th</sup>: Varsity Boys Soccer Match

September 14<sup>th</sup>: Varsity Volleyball Match

September 15<sup>th</sup>: Varsity Football Game

September 16<sup>th</sup>: Cross Country Invitational

September 19<sup>th</sup>: Girls Swim Meet

September 23<sup>rd</sup>: The start of homecoming activities

September 31<sup>st</sup>: Homecoming Football Game

# MEMO

TO: Jerry Roth, District Administrator

FROM: Mark Schwartz, Levi Leonard Elementary School Principal

Date: August 31, 2017

RE: Increase LMC Clerk Hours

I am proposing an additional four hours per week being added to Jenean Hamilton's library clerk position for quarters one and three of the 2017-2018 school year. This would be four additional hours per week for 18 weeks totaling 72 additional hours this school year.

The reason for this proposal lies with equity. The kindergarten and first grade teaching staff at Levi Leonard receive a 35 minute planning period once a week for two quarters of the school year while their students attend an LMC session with Mrs. Hamilton. In these sessions, students develop library-media skills and have a chance to checkout/return books.

With the elimination of Jo Ann Mumm's LMC position, the second grade staff agreed to take on her keyboarding instruction to ensure that second grade students would continue to grow their technology skills. Along with the many benefits of students growing their technological skills, this will greatly enhance these second graders' preparedness for the Forward exam they will be taking in third grade. After embracing the additional role of keyboarding instruction in the absence of an LMC position at Levi Leonard, the second grade staff learned that they would be losing their 35 minute planning period as their students would no longer be scheduled an LMC session.

With four additional hours added to Mrs. Hamilton's work schedule, I believe I can rework the schedule to ensure the second grade students receive this valuable LMC session and allow their teachers to maintain an equitable amount of planning time as compared to their colleagues at Levi Leonard. With the additional keyboarding instructional duties they've taken on, they can certainly use it.

Thank you,  
Mark Schwartz

## 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.: Sections 230.80-85 Wisconsin Statutes  
230.90

**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**



## ~~STAFF-STUDENT RELATIONS~~

~~All Evansville Community School District personnel shall recognize and respect the rights of students, as established by local, state and federal law, and by Board of Education policies. As such, employees must, at all times, maintain a professional relationship and exhibit a professional demeanor in their interactions with students.~~

~~Employees must not use profane or obscene language or gestures in the workplace, whether or not students are present.~~

~~Employees shall not form inappropriate social or romantic relationships with students, regardless of whether or not the student is 18 years old.~~

~~Furthermore, employees shall refrain from engaging in any verbal or physical conduct of a sexual nature directed toward a student, including, but not limited to, sexual advances, activities involving sexual innuendo, or requests for sexual favors or sexually explicit language or conversation.~~

## **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

Approved: December 8, 2003  
Revised: December 17, 2007  
Revised: July 30, 2012  
Revised:  
1<sup>st</sup> Reading: 9/11/17

533.1

## CRIMINAL BACKGROUND CHECKS

~~The Evansville Community School District shall routinely conduct criminal background checks on District employees, job candidates, and those who have regular contact with students or access to District facilities. The conviction record of such persons (administrators, teachers, other employees, bus drivers, advisors or coaches, regular volunteers, student mentors, and other community volunteers) must be obtained and reviewed by the administration prior to a final decision to employ, begin volunteering, or have access to facilities.~~

~~All individuals applying for a position are required to file in writing, in advance of employment on forms provided by the District, a statement identifying whether the applicant has:~~

- ~~● Been convicted of a misdemeanor or felony in this state or any other state or country.~~
- ~~● Pending misdemeanor or felony charges against them in Wisconsin or any other state or country.~~
- ~~● Been dismissed or non-renewed, or has resigned from employment in lieu of a potential dismissal or non-renewal, for any of the following causes: failure to meet the District's performance expectations, incompetence, inefficiency, neglect of duty, unprofessional conduct or insubordination.~~

~~Additionally, all persons applying for any position shall be required to:~~

- ~~● Agree to the release of all investigative records to the District Administrator for examination for the purpose of verifying the accuracy of criminal violation information.~~
- ~~● Submit to criminal history records checks.~~

~~Employment will be offered pending the return and disposition of such background checks. All offers of employment are contingent upon the results of such checks.~~

~~Knowingly falsifying any of the preceding information shall be sufficient grounds for discharge.~~

~~If a job applicant has committed a crime that substantially relates to the circumstances of the particular position for which he/she is applying, the District may take that offense into consideration when deciding whether to employ the individual. The District may refuse to employ an individual who has been convicted of a felony and who has not been pardoned for that felony.~~

~~All District employees shall notify their immediate supervisor or administrator as soon as possible, but no more than three calendar days, after any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:~~

- ~~● Crimes involving school property or funds.~~
- ~~● Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator.~~
- ~~● Crimes that occur wholly or in part on school property or at a school sponsored activity.~~
- ~~● Misdemeanor that involves moral turpitude (i.e. an act or behavior that gravely violates moral sentiments or accepted moral standards of the community).~~

- ~~Misdemeanor that violates the public trust.~~

~~The requirement to report a conviction or deferred adjudication shall not apply to minor traffic offenses. Failure to report under this policy may result in disciplinary action, up to and including termination. Such report shall be made as soon as possible, but in no circumstance more than three calendar days after the event giving rise to the duty to report. The District may conduct criminal history and background checks on its employees. An arrest, indictment or conviction of a crime shall not be an automatic basis for an adverse employment action. The District shall consider the following factors in determining what action, if any, should be taken against an employee who is convicted of a crime during employment with the District:~~

- ~~Nature of the offense.~~
- ~~Date of the offense.~~
- ~~Relationship between the offense and the position to which the employee is assigned.~~

~~Nothing in this policy shall prohibit the District from placing an employee on administrative leave or from suspending an employee based upon an arrest, indictment or conviction, or from terminating an employee who has been convicted of a felony and who has not been pardoned for that felony.~~

#### Employees Who Drive or Operate Mobile Equipment for the District

~~All employees who drive a District vehicle or operate mobile equipment must notify their immediate supervisors immediately of any driving citation or conviction of a traffic violation. Supervisors receiving such notice will immediately notify the District Administrator or his/her designee. Payment for any citations received while driving a District vehicle is the responsibility of the driver. The reporting provision applies to citations or convictions as a result of operating either a District vehicle or personal vehicle.~~

#### Consequences

~~Failure to provide truthful and timely information may result in withdrawal of the candidate from consideration, or in disciplinary action for an employee.~~

**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

## 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.**

~~If your personal property is damaged, lost, or stolen, your homeowner's policy would be primary. The District has limited resources to reimburse personal claims as outlined in the EEA Master Agreement and subject to the deductible of our district policy.~~

Local Ref.: **Employee Handbook**

~~Evansville Education Association (EEA) Master Agreement~~

~~NOT REQUIRED — SUGGEST TO REMOVE~~

~~FAMILY/GUARDIAN PARENTAL INVOLVEMENT~~

Rationale

It is the goal of the **Evansville Community School District Board of Education** of Evansville to develop strong partnerships with the home. Working as partners, parents/guardians and educators can increase student achievement and develop positive attitudes about self and school.

~~The~~ 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 school 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 will maintain a communication network to maximize the resources of family, school, and community.

Policy

The partnership between home and school will be supported by:

1. A communication network that fosters home and school partnerships to promote 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
    9. Advisory Committees
  - ~~b. The School District's Administrative Team will regularly evaluate the effectiveness of the District communication networks.~~
    - ~~1. Are expectations clearly communicated?~~
    - ~~2. Is student progress accurately reported?~~
    - ~~3. Are parent/guardian and student interests and ideas actively solicited and considered?~~
    - ~~4. Is parent/guardian feedback encouraged and acknowledged?~~
    - ~~5. Are educators, parents/guardians, and children trained to utilize the communication network?~~



2. ~~A self-study of parental/guardian involvement practices at each school. A team of parents/guardians, teachers and the school principal will regularly conduct a self-study by answering questions that are fundamental to effective home-school partnerships.~~
  - a. ~~Are all aspects of the school climate open, helpful and friendly?~~
  - b. ~~Are communications with parents/guardians frequent, clear, and two-way?~~
  - c. ~~Are parents/guardians treated as partners when school improvements are being planned?~~
  - d. ~~Are parents/guardians encouraged to take an active role in shaping their children's learning and behavior?~~
  - e. ~~Are parents/guardians encouraged to comment on school policies and to share in the decision-making?~~
  - f. ~~Are parents/guardians and community members encouraged to participate in volunteer activities at school?~~
  - g. ~~Are partnerships sought with all families in the school?~~
  
3. ~~Unique parent/guardian partnerships may be developed to address the requirements of specialized programs that are operated by or collaborate with the school district.~~
  - a. ~~Title 1 (of the Elementary and Secondary Education Act) and Title III~~
  - b. ~~IDEA (Individuals with Disabilities Education Act)~~
  - c. ~~School Improvement Teams (Site Teams, SIT, BIT)~~
  - d. ~~Head Start (pre-school for eligible children)~~
  - e. ~~Exchange Center (parenting education and support services for families)~~

The Evansville Community School 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.: Title 1 of the Education Consolidation and Improvement Act of 1981  
— ~~Elementary and Secondary School Improvement Amendments of 1988 (Section 1018 subsection (e))~~  
No Child Left Behind Act of 2001  
Improving America's Schools Act of 1994  
**ESSA 2015**

Local Ref.: Policy #342.5, Title 1 Programs

EVANSVILLE COMMUNITY SCHOOL DISTRICT  
Evansville, Wisconsin

The regular meeting of the Board of Education of the Evansville Community School District was held Monday, August 28, 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, Hamilton, Hammann, Hennig and Rasmussen. Absent: Busse and Titus.

**APPROVE AGENDA**

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to approve the agenda as presented. Motion carried, 5-0 (voice vote).

**PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS**

- First Day of School for Students – September 5, 2017

**INFORMATION & DISCUSSION**

Middle and High School Health/Physical Education staff presented referendum purchases. Discussion.

Director of Student Services, Ms. Katzenberger, shared the 2016-2017 physical restraint/seclusion report. Discussion.

Ms. Hammann and Director of Curriculum and Instruction, Mr. Everson, presented the 2016-2017 JEDI Virtual School report. Discussion.

District Administrator, Mr. Roth, presented the 2017-2020 JEDI Consortium Agreement. Discussion.

Mr. Roth presented the Construction Management Agreement with JP Cullen. Discussion.

**BUDGET FINANCE**

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

Mr. Swanson gave an update on the 2016-2017 Kids First Report. Discussion.

Mr. Roth gave an update on the 2018 potential facilities/operations referendum. The first Citizens Advisory Committee (CAC) will be held Wednesday, September 6, 2017. Discussion.

Ms. Hammann gave an update on the Evansville Education Foundation. Discussion.

Budget Finance agenda items for September 25, 2017, meeting discussed.

**BUSINESS (Action Items)**

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to approve the resignation of Kristen Howlett, Educational Assistant, effective August 17, 2017, and thank her for her 2½ years of service. Motion carried, 5-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to approve the hiring of Kelli Ours, 8<sup>th</sup> Grade Girls Volleyball Coach for a stipend of \$1,476; Tina Aasen, 7<sup>th</sup> Grade Girls Volleyball Coach for a stipend of \$1,476; Tina Aasen, JV1 Volleyball Coach for a stipend of \$168.50; and Tiffany Draeving, JV1 Volleyball Coach, for a stipend of \$1,799.50. Discussion. Motion carried, 5-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Roth, moved to approve the hiring of Delicia Jimenez, Food Service Worker, Cook 1 Float, at \$12.50/hour. Motion carried, 5-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to approve the hiring of Shelby Perason, Special Educational Assistant, at a rate of \$13.50/hour. Motion carried, 5-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to approve the 2017-2020 JEDI Consortium Agreement as presented. Motion carried, 5-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Hennig, moved to approve the Construction Management Agreement between the District and JP Cullen, as presented. Motion carried, 5-0 (voice vote).

#### **CONSENT (Action Items)**

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to approve the consent agenda items: 2017-2018 FFA Overnight Field Trips and the August 14, 2017, regular meeting minutes, as presented. Motion carried, 5-0 (roll call vote).

#### **BOARD DEVELOPMENT**

Mr. Roth, Mr. Everson, and Mr. Swanson, presented the 2016-2017 Continuous System Improvement (CSI) final updates for: Staff and Student Teaching and Learning; Communication and Community Engagement; Technology; Facilities and Operations; and Climate and Culture. Discussion.

Mr. Braunschweig led discussion on the 2017 Wisconsin Association of School Boards Fall Regional meetings and workshops. Discussion.

Board Development agenda items for September 25, 2017, meeting discussed.

#### **FUTURE AGENDA**

September 11, 2017, regular meeting agenda shared.

#### **ADJOURN**

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to adjourn the meeting. Motion carried, 5-0 (voice vote). Meeting adjourned at 7:52 pm.

Submitted by John Rasmussen, Clerk

Approved: \_\_\_\_\_ Dated: \_\_\_\_\_ Approved: 9/11/17  
Mason Braunschweig, President

CHECK	CHECK	CHE	ACCOUNT			
DATE	NUMBER	TYP	VENDOR	AMOUNT	NUMBER	
08/01/2017	82042	R	MADISON NATIONAL LIF	5,854.10	10 L 000 000	811633 000
08/01/2017	82089	R	ALL 'N ONE	166.77	10 E 000 348	253500 000
08/01/2017	171800024	A	BOARDMAN & CLARK LLP	3,260.00	10 E 000 310	231500 000
08/09/2017	171800025	A	CESA #2	7,270.00	27 E 000 386	436000 341
08/09/2017	171800025	A	CESA #2	10,500.00	10 E 400 386	120000 899
08/09/2017	171800025	A	CESA #2	1,919.00	10 E 000 386	232000 000
08/09/2017	171800025	A	CESA #2	850.00	10 E 000 386	231500 000
08/09/2017	171800025	A	CESA #2	3,528.43	10 E 000 411	221300 111
08/09/2017	171800026	A	CESA 6	2,609.00	10 E 000 386	266400 000
08/09/2017	82090	R	CHARTER COMMUNICATIO	1,159.62	10 E 000 355	263300 000
08/09/2017	82090	R	CHARTER COMMUNICATIO	2,250.00	10 E 000 310	266400 000
08/09/2017	82091	R	COMMUNITY INSURANCE	25.00	10 E 000 711	270000 000
08/09/2017	171800027	A	DOBBS, JOANIE	54.63	10 E 000 342	221300 111
08/09/2017	82092	R	UNEMPLOYMENT INSURAN	451.36	10 E 000 730	270000 000
08/09/2017	82093	R	E & D WATER WORKS IN	18.00	10 E 400 411	240000 000
08/09/2017	82094	R	EVANSVILLE REVIEW	147.00	10 E 000 351	232000 000
08/09/2017	171800028	A	FANNING, RICHARD	22.50	10 E 000 411	120000 915
08/09/2017	171800028	A	FANNING, RICHARD	77.00	10 E 000 411	120000 915
08/09/2017	82095	R	FIDELITEC LLC	77.40	10 E 000 310	252500 000
08/09/2017	82096	R	GORDON STOWE	75.00	10 E 000 310	214000 000
08/09/2017	171800029	A	HANNIBAL, MEAGHAN	46.41	10 E 000 342	221300 000
08/09/2017	82097	R	HEID MUSIC CO	2,507.35	10 E 400 411	125500 000
08/09/2017	171800030	A	HONEYWELL INC.	1,018.85	10 E 300 323	253303 000
08/09/2017	171800031	A	HUMBERG, CHRISTINE	28.00	10 E 000 342	221300 111
08/09/2017	82098	R	LANGAN, COLIN	44.60	10 E 000 342	221300 111
08/09/2017	82099	R	LIBERTY MUTUAL INSUR	3,916.00	10 E 000 711	270000 000
08/09/2017	82100	R	MENARDS	73.31	10 E 000 411	253300 000
08/09/2017	82100	R	MENARDS	93.95	10 E 000 411	253300 000
08/09/2017	82100	R	MENARDS	344.32	10 E 000 411	253300 000
08/09/2017	82100	R	MENARDS	83.63	10 E 000 411	253300 000
08/09/2017	171800032	A	MIDAMERICA ADMINISTR	180.00	10 E 000 310	252500 000
08/09/2017	171800033	A	MJ CARE, INC.	1,650.00	27 E 000 310	252000 019
08/09/2017	82101	R	NEHER ELECTRIC SUPPL	1,375.50	10 E 000 411	253300 000
08/09/2017	82102	R	NU LINE STRIPING	3,005.00	10 E 000 327	253300 000
08/09/2017	171800034	A	OFFICE PRO	72.00	10 E 000 310	253300 000
08/09/2017	171800034	A	OFFICE PRO	11.98	10 E 000 411	232000 000
08/09/2017	171800034	A	OFFICE PRO	795.14	10 E 000 411	232000 000
08/09/2017	171800034	A	OFFICE PRO	135.05	10 E 400 411	240000 000
08/09/2017	171800034	A	OFFICE PRO	20.66	10 E 000 411	232000 000
08/09/2017	82103	R	THE OMNI GROUP	10.50	10 E 000 310	252500 000
08/09/2017	82104	R	ORIENTAL TRADING COM	118.95	10 E 100 411	240000 000
08/09/2017	82105	R	PEARSON EDUCATION	2,941.86	10 E 400 411	240000 000
08/09/2017	171800035	A	PROFESSIONAL PEST CO	46.00	10 E 000 310	253300 000
08/09/2017	171800035	A	PROFESSIONAL PEST CO	31.00	10 E 000 310	253300 000
08/09/2017	171800035	A	PROFESSIONAL PEST CO	36.00	10 E 000 310	253300 000
08/09/2017	171800035	A	PROFESSIONAL PEST CO	36.00	10 E 000 310	253300 000
08/09/2017	171800035	A	PROFESSIONAL PEST CO	46.00	10 E 000 310	253300 000
08/09/2017	171800036	A	REUTER, KARI	104.52	10 E 000 342	221300 111
08/09/2017	171800037	A	RHYME BUSINESS PRODU	991.33	10 E 000 350	263300 000
08/09/2017	82106	R	SAN A CARE INC	73.01	10 E 000 411	253300 000
08/09/2017	82106	R	SAN A CARE INC	1,215.16	10 E 000 411	253300 000
08/09/2017	82106	R	SAN A CARE INC	784.98	10 E 000 411	253300 000
08/09/2017	82106	R	SAN A CARE INC	351.80	10 E 000 411	253300 000
08/09/2017	82106	R	SAN A CARE INC	252.41	10 E 000 411	253300 000
08/09/2017	171800038	A	SCHWARTZ, MARK	67.35	10 E 000 342	221300 111
08/09/2017	171800039	A	SKYWARD	15,129.73	10 E 000 480	252500 000

CHECK DATE	CHECK NUMBER	CHE TYP	VENDOR	AMOUNT	ACCOUNT NUMBER
08/09/2017	171800039	A	SKYWARD	3,671.18	50 E 000 480 257000 000
08/09/2017	171800039	A	SKYWARD	4,328.24	27 E 000 480 223300 341
08/09/2017	171800039	A	SKYWARD	11,635.85	10 E 000 480 232000 000
08/09/2017	82107	R	SOUTHPAW ENTERPRISES	392.10	27 E 000 411 158000 341
08/09/2017	171800040	A	STOUGHTON AREA SCHOO	1,540.00	27 E 000 341 256790 011
08/09/2017	171800041	A	TIERNEY BROTHERS INC	3,346.58	10 E 100 411 240000 000
08/09/2017	82108	R	TRUGREEN	160.00	10 E 000 310 253300 000
08/09/2017	171800042	A	VAN LEUVEN M.D., CAT	8,725.00	10 L 000 000 811200 000
08/09/2017	171800043	A	VOCABULARY SPELLING	842.80	10 E 100 411 122110 000
08/09/2017	171800044	A	WE ENERGIES	50.13	10 E 000 331 253300 000
08/09/2017	171800044	A	WE ENERGIES	25.50	10 E 100 331 253300 000
08/09/2017	171800044	A	WE ENERGIES	149.98	10 E 200 331 253300 000
08/09/2017	171800044	A	WE ENERGIES	269.11	10 E 300 331 253300 000
08/09/2017	171800044	A	WE ENERGIES	404.89	10 E 400 331 253300 000
08/09/2017	82109	R	WI COUNCIL OF ADMINI	350.00	27 E 000 942 158000 341
08/09/2017	82110	R	WISCONSIN TAXPAYERS	27.39	10 E 000 942 232100 000
08/09/2017	171800045	A	WISCONSIN SCHOOL MUS	375.50	10 E 400 942 125400 000
08/09/2017	171800046	A	ZBLEWSKI, CYNTHIA	27.50	10 E 000 342 221300 111
08/10/2017	82111	R	AMERIPRISE FINANCIAL	250.00	10 L 000 000 811670 000
08/10/2017	82112	R	FIDUCIARY TRUST INTE	239.00	10 L 000 000 811670 000
08/10/2017	82113	R	METLIFE	75.00	10 L 000 000 811670 000
08/23/2017	82114	R	KIDS KORNER	650.00	10 E 101 411 120000 910
08/23/2017	171800047	A	MAGIC MOMENTS	650.00	10 E 101 411 120000 913
08/23/2017	82115	R	PATHWAY PRESCHOOL	650.00	10 E 101 411 120000 912
08/23/2017	82116	R	WEE ONES	650.00	10 E 101 411 120000 911
08/25/2017	82117	R	AMERIPRISE FINANCIAL	250.00	10 L 000 000 811670 000
08/25/2017	82118	R	FIDUCIARY TRUST INTE	239.00	10 L 000 000 811670 000
08/25/2017	82119	R	METLIFE	75.00	10 L 000 000 811670 000
08/29/2017	82120	R	BADGER SPORTING GOOD	118.00	21 E 400 411 162108 785
08/29/2017	82121	R	CARLSON, CELINE	1,000.00	10 E 400 411 240000 000
08/29/2017	82122	R	CASH	500.00	10 E 400 411 162210 000
08/29/2017	171800048	A	EVERSON, SCOTT	154.08	10 E 000 342 221300 000
08/29/2017	171800048	A	EVERSON, SCOTT	1,505.56	10 E 000 942 221300 111
08/29/2017	171800049	A	FIRGENS, AMANDA	55.00	10 E 400 411 132000 000
08/29/2017	82123	R	FLYNN, BAILEY	1,000.00	10 E 400 411 240000 000
08/29/2017	171800050	A	FRITZ, DEBRA	153.98	10 E 000 342 221300 111
08/29/2017	82124	R	GLICK, CIERRA	144.75	10 E 400 411 240000 000
08/29/2017	82125	R	GOOD GRIEF PRINTING	181.50	21 E 400 411 162108 785
08/29/2017	82126	R	GROVER, ALYSSA	140.00	21 E 400 411 162108 785
08/29/2017	82127	R	HOVORKA, ANDREA	145.52	10 E 000 342 232111 000
08/29/2017	171800051	A	HUMBERG, CHRISTINE	93.21	10 E 100 411 120000 001
08/29/2017	171800052	A	JEREMIASON, BETH	111.34	10 E 100 411 120000 002
08/29/2017	82128	R	KELLEY, JASON	82.50	10 E 400 310 162204 000
08/29/2017	171800053	A	KNOTT, JASON	4,950.00	10 E 000 298 232000 000
08/29/2017	171800053	A	KNOTT, JASON	93.90	10 E 000 342 221300 000
08/29/2017	82129	R	KRULL, LINDSAY	169.06	10 E 000 342 232111 000
08/29/2017	82129	R	KRULL, LINDSAY	26.50	10 E 000 342 252500 000
08/29/2017	171800054	A	MACK, TAYLOR	299.99	21 E 400 411 162109 787
08/29/2017	82130	R	MARCELLA'S CERAMICS	200.00	21 E 300 411 121000 721
08/29/2017	171800055	A	MARLIN, ALISON	30.83	10 E 000 942 221100 000
08/29/2017	171800056	A	ROSS, CHRISTINA	93.23	10 E 100 411 120000 002
08/29/2017	82131	R	SCHMOLDT, TERRIE	171.72	10 E 000 342 221300 111
08/29/2017	171800057	A	SCHWARTZ, MARK	169.60	10 E 000 342 221300 111
08/29/2017	171800058	A	SHOTLIFF, BRITTANY	36.24	21 E 400 411 162108 785
08/29/2017	171800059	A	SIMONSON, MARK	147.66	27 E 000 942 158000 341
08/29/2017	82132	R	SOUTHERN WISCONSIN R	43,961.00	10 E 000 327 253300 990

CHECK			CHECK CHE	ACCOUNT		
DATE	NUMBER	TYP	VENDOR	AMOUNT	NUMBER	
08/29/2017	82132	R	SOUTHERN WISCONSIN R	111,200.00	10 E 000 327	253300 990
08/29/2017	171800060	A	THORNTON, TINA	24.08	10 E 000 411	253300 000
08/29/2017	82133	R	UW STEVENS POINT	149.00	10 E 000 942	221200 107
08/31/2017	171800061	A	KATZENBERGER, JANESS	9.63	27 E 000 342	221300 341
08/31/2017	171800061	A	KATZENBERGER, JANESS	9.63	27 E 000 342	221300 341
08/31/2017	171800061	A	KATZENBERGER, JANESS	9.63	27 E 000 342	221300 341
08/31/2017	171800061	A	KATZENBERGER, JANESS	33.00	27 E 000 000	000000 000
08/31/2017	171800061	A	KATZENBERGER, JANESS	10.02	27 E 000 000	000000 000
08/31/2017	171800061	A	KATZENBERGER, JANESS	7.91	27 E 000 000	000000 000
08/31/2017	171800061	A	KATZENBERGER, JANESS	9.00	27 E 000 000	000000 000
Totals for checks				285,199.98		

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL FUND	15,707.10	0.00	249,079.15	264,786.25
21	SPEC. REV. TRUST-ACTIVITY FUND	0.00	0.00	975.73	975.73
27	SPECIAL EDUCATION FUND	0.00	0.00	15,766.82	15,766.82
50	FOOD SERVICE	0.00	0.00	3,671.18	3,671.18
*** Fund Summary Totals ***		15,707.10	0.00	269,492.88	285,199.98

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

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Board of Education Regular Meeting Agenda**

**Monday, September 25, 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:
  - Introduction of Grades 6-12 New Staff and District Office Staff
  - Annual School Board Meeting – October 23, 7:00 pm
  - Wisconsin School Board Appreciation Week, October 1-7, 2017
- IV. Information and Discussion:
  - A.
- V. Budget Finance – Chair, Hammann:
  - A. Discussion Items:
    1. 2017-2018 Budget Update/State Budget.
    2. 2018 Potential Facilities/Operations Referendum Update.
    3. Evansville Education Foundation Update.
  - B. Develop Budget Finance Agenda Items for September 25, 2017, Meeting.
- VI. Business (Action Items):
  - A. Resolution Authorizing Temporary Borrowing in an Amount Not to Exceed \$5,000,000; Issuance of Tax and Revenue Anticipation Promissory Notes; and Participation in the PMA Levy and Aid Anticipation Notes Program.
- VII. Consent (Action Items):
  - A. Approval of Policy #811.1 – Family/Guardian Involvement.
  - B. Approval of September 11, 2017, Regular Meeting Minutes.
- VIII. Policies – Chair, Hammann
  - A. Second Reading:
    1. #527.1 – Whistleblower
    2. #528 – Staff Conduct With Students (Staff Student Relations)
    3. #533.1 – Criminal Background Checks
    4. #744 – Personal and Donated Property in School Buildings
- IX. Board Development – Chair, Braunschweig:
  - A. Develop Board Development Agenda Items for September 25, 2017, Meeting.
- X. Future Agenda – October 9, 2017, Regular Board Meeting Agenda.
- XI. Adjourn.