What Every New Board Member Needs To Know
– About The District –

**District Information:**

1. Name Of School District: **Evansville Community School District**
2. School District Address: **340 Fair Street**  
   Evansville WI 53536
3. Main District Phone Number: **608-882-5224**  
   Fax: 608-882-6564
4. Web Site: **www.ecsdnet.org**
5. Superintendent:  
   **Jerry Roth**  
   Phone: 882-3386  
   Cell Phone: 751-9868  
   E-mail: rothj@evansville.k12.wi.us
6. Superintendent’s Administrative Assistant:  
   **Lindsay Krull**  
   Phone: 882-3387  
   Fax: 882-6564  
   E-mail: kruill@evansville.k12.wi.us
7. Board Members:  
   **Melissa Hammann**  
   Phone: 608-882-9993  
   E-mail: HammannM@evansville.k12.wi.us
   **Rene Johnson**  
   Phone: 608-289-0427  
   E-mail: johnsonr@evansville.k12.wi.us
   **Jan Klaehn**  
   Phone: 608-658-2977  
   E-mail: klaehnj@evansville.k12.wi.us
   **Curtis Nyhus**  
   Phone: 608-882-1050  
   E-mail: nyhusc@evansville.k12.wi.us
   **Ellyn Paul**  
   Phone: 608-882-5418  
   E-mail: paule@evansville.k12.wi.us
   **John Rasmussen**  
   Phone: 608-882-6525  
   E-mail: rasmussenj@evansville.k12.wi.us
   **Kathi Swanson**  
   Phone: 608-728-1045  
   E-mail: swansonk@evansville.k12.wi.us
8. Communities Served By The District: **City of Evansville, towns of Brooklyn, Union, Porter, Janesville, Magnolia, Center, and Rutland.**
9. Number Of Employees In District: **257** (does not include crossing guards or substitutes).
10. What Employee Groups Are In Place?
    - **Evansville Education Association – DeeJay Redders:** 2018-19, 141 members.
    - **Evansville Educational Association Auxiliary – Catherine Schuett:** 2018-19, 44 members.
    - **Custodians/Maintenance Workers – Kevin Wells,** 2018-19, 15 members.
    - **Food Service Workers – Liz Uher,** 2018-19, 14 members.
    - **Clerical – Jane Sperry,** 2018-19, 6 members.
    - **Specialists – Lindsay Krull,** 2018-19, 3 members.
    - **Administrative – Jerry Roth,** 2018-19, 8 members.
11. Grade Levels Served By The District:  **Early Childhood (3-4 year old special education), Grades 4K-12**

12. Number Of Students Enrolled:  **Total: 1,806** (3rd Friday, September 2018)
   Early Childhood and Sign Language 7; 4K-2 Levi Leonard Elementary 473;
   3-5 Theodore Robinson Intermediate 347; JC McKenna Middle 6-8 422; and Evansville High School 556

13. Student Population:
   Ethnic Groups by Percentage: **White – 89.8%; Hispanic – 5.8%; Black – 1.7%;**
   **American Indian - .1%; Asian - .7%; Multi – 2%**
   Percentage of English Language Learners: **1.9% (34 students)**
   Primary languages spoken at home other than English: **Spanish; Sinhalese; Chinese; Albanian**
   Percentage of students receiving free or reduced lunch: **21.7%**

14. Number Of Square Miles The District Covers: **165 square miles**

15. Home To School Transportation:  Contracted to: **Ringhand Brothers, Inc.**

16. Number Of Schools:  Total: **4**
   Pre-schools 0 Elementary schools 2 Middle schools 1 High schools 1
   Alternative Education School 1 JEDI Virtual 1

17. District Office Departments:  
<table>
<thead>
<tr>
<th>Name of Department Head</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Manager</td>
<td>Jamie Merath 882-3383</td>
</tr>
<tr>
<td>Director of Curriculum &amp; Instruction</td>
<td>Scott Everson 882-3382</td>
</tr>
<tr>
<td>Director of Student Services</td>
<td>Janessa Katzenberger 882-3391</td>
</tr>
<tr>
<td>Technology Manager</td>
<td>Larry Martin 882-3390</td>
</tr>
<tr>
<td>Director of Buildings and Grounds</td>
<td>Tycian Hanson 882-3388</td>
</tr>
</tbody>
</table>

18. District Documents On District Website:
   Mission Statement and Vision Statement – on Home Page
   Budget – Departments page, then Business Services
What Every New Board Member Needs to Know  
– About Governance Team Operations –

District Fund 10 Operating Budget = $20,751,302

Policy Book - School Board and Employee Handbook

School Year Calendar - Main Page at bottom

Current District Issues:                                      Status Of The Issue:

School District Budget                                      Work in progress

CSI (Continuous System Improvement)                         Work in progress

2018 Referendum                                              Work in progress

19. District Schools:

<table>
<thead>
<tr>
<th>Name of School</th>
<th>Grade Levels:</th>
<th>Principal:</th>
<th>Phone Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Levi Leonard Elementary</td>
<td>Early Childhood - 2</td>
<td>Mark Schwartz</td>
<td>882-3104</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:SchwartzM@evansville.k12.wi.us">SchwartzM@evansville.k12.wi.us</a></td>
<td></td>
</tr>
<tr>
<td>Theodore Robinson Intermediate</td>
<td>3-5</td>
<td>Barbara Dorn</td>
<td>882-3842</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:dornb@evansville.k12.wi.us">dornb@evansville.k12.wi.us</a></td>
<td></td>
</tr>
<tr>
<td>JC McKenna Middle</td>
<td>6-8</td>
<td>Joanie Dobbs</td>
<td>882-3302</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:dobbsj@evansville.k12.wi.us">dobbsj@evansville.k12.wi.us</a></td>
<td></td>
</tr>
<tr>
<td>Evansville High</td>
<td>9-12</td>
<td>Jason Knott</td>
<td>882-3508</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:knottj@evansville.k12.wi.us">knottj@evansville.k12.wi.us</a></td>
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Board Information:

1. Board Meeting Dates And Times:
   2nd and 4th Wednesday of Each Month, 6:00 pm, in the District Board and Training Center, 340 Fair Street, Enter Door 36

2. Board Officers:                                      Role:

   President: Melissa Hammann  Facilitate all board meetings, plan agendas, follow-up with District Administrator, participate in WASB training, and communicate with WASB.

   Vice-President: Kathi Swanson  Conduct meetings in Presidents’ absence.

   Clerk: Ellyn Paul           Work with Deputy Clerk as needed to sign required documents.

   Treasurer: John Rasmussen  Serves as Chair of Finance Committee and works with business manager.

   Deputy Clerk: Lindsay Krull  Clerk work done in timely manner.
3. Order Of Items On The Board Meeting Agendas:

<table>
<thead>
<tr>
<th>1. Roll Call</th>
<th>7. Business (Action Items)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Approve Agenda</td>
<td>8. Consent Agenda (Action Items)</td>
</tr>
<tr>
<td>4. Public Presentations</td>
<td>10. Executive Session (When Needed)</td>
</tr>
<tr>
<td>5. Information &amp; Discussion Items</td>
<td>11. Adjourn</td>
</tr>
<tr>
<td>6. Public Presentations</td>
<td></td>
</tr>
</tbody>
</table>

4. Board Committee Of The Whole:

<table>
<thead>
<tr>
<th>Board Development</th>
<th>President</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Finance</td>
<td>Treasurer</td>
</tr>
<tr>
<td>Co-And Extra-Curricular (as needed)</td>
<td>Rasmussen</td>
</tr>
<tr>
<td>Employee Handbook</td>
<td>Policy Chair</td>
</tr>
</tbody>
</table>

5. Board Sub-Committees:

<table>
<thead>
<tr>
<th>Insurance (September-May)</th>
<th>Rasmussen, Klaehn</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policy Development</td>
<td>Swanson, Paul</td>
</tr>
<tr>
<td>Continuous System Improvement (CSI):</td>
<td>Board and Admin. Team:</td>
</tr>
<tr>
<td>- Staff and Student Teaching and Learning</td>
<td>Hammann, Paul, Admin Team</td>
</tr>
<tr>
<td>- Communication and Community Engagement</td>
<td>Swanson, Klaehn, Johnson, Roth, Dorn</td>
</tr>
<tr>
<td>- Technology</td>
<td>Paul, Everson, Knott, Martin</td>
</tr>
<tr>
<td>- Climate and Culture</td>
<td>Klaehn, Katzenberger, Knott</td>
</tr>
<tr>
<td>- Facilities and Operations</td>
<td>Nyhus, Rasmussen, Hanson, Varsho, Roth, Merath</td>
</tr>
</tbody>
</table>

6. Governance Norms – How we behave toward members of the governance team and others:

**Group/Meeting Agreement**

1. We listen carefully and respectfully seeking first to understand what the other person is saying. Then we speak clearly and concisely seeking to be understood by the other person.

2. We address issues, not individuals.
3. There are no side conversations.

4. We conduct ourselves within commonly understood principals of integrity, professionalism and accountability.

5. We speak and write directly to the question – we don’t sidetrack the discussion – we stay on point.

6. We will strive to be prepared by reviewing available board materials and other District related communications in a timely manner.

7. We encourage all members to actively participate and contribute to group discussions.

8. We strive for consensus and do not publicly criticize the decisions of the majority.

9. We celebrate the District’s accomplishments.

10. We enjoy what we are doing and we have fun.

7. Governance Protocols – How we do business: May 2, 2011, Meeting

<table>
<thead>
<tr>
<th>HOW THE BOARD MEETING AGENDA IS DEVELOPED AND REVIEWED AND BY WHOM:</th>
<th>Policy #171.2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Placing items on the board meeting agenda:</td>
<td>Policy #171.2</td>
</tr>
<tr>
<td>Obtaining additional information about board meeting agenda items before the meeting:</td>
<td>Policy #171.2</td>
</tr>
<tr>
<td>Obtaining answers to questions about board meeting agenda items before the meeting:</td>
<td></td>
</tr>
<tr>
<td>Alerting the board president of the desire to speak on a particular agenda item:</td>
<td>Policy #187</td>
</tr>
<tr>
<td>Introducing new ideas for the board’s consideration:</td>
<td></td>
</tr>
<tr>
<td>Responding to staff or community complaints or concerns at board meetings:</td>
<td>Policy #187</td>
</tr>
<tr>
<td>Communications between and among the board, board members and the superintendent:</td>
<td></td>
</tr>
<tr>
<td>Communications between the board and other staff:</td>
<td>Policy #521.1</td>
</tr>
<tr>
<td>Responding to community or staff complaints or concerns outside of board meetings:</td>
<td>Policy #871</td>
</tr>
</tbody>
</table>
8. Governance Documents:
   District Policies -
   [http://www.ecsdnet.org/district/policies.cfm](http://www.ecsdnet.org/district/policies.cfm)
   District Budget Development Calendar
   Board Bylaws – (100 Series of Policy Book) -
   [http://www.ecsdnet.org/district/policies-100-199.cfm](http://www.ecsdnet.org/district/policies-100-199.cfm)
   Location of District Policy Book:
   Policy #151.2
   Employee Handbook

9. Board Member Benefits:
   Stipend: Voted on at the annual meeting. Currently $1,700, officers receive an additional $100.
   Health Benefits: None.
   Attending conferences / educational meetings / community events: Policies #164 and #671.2
   District pays lodging and registration.
   Making reservations for conferences / workshops / district business trips: Lindsay Krull
   Travel Expenses and Reimbursements: Policies #164 and #671.2
   Travel and meals reimbursed if submitted.

NOTES: