

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda
Wednesday, April 9, 2014
6:00 p.m.

District Board and Training Center
340 Fair Street (Door 36)

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

	<u>Approx Time</u>
I. Roll Call: Dennis Hatfield Eric Busse Mason Braunschweig Tina Rossmiller John Rasmussen HS Rep. Hunter Johnson Kathi Swanson Sandra Spanton Nelson HS Rep. Marissa Haegele	1 min
II. Approve Agenda.	1 min
III. Public Announcements/Recognition/Upcoming Events: <ul style="list-style-type: none">• Recognize Board Members: Dennis Hatfield and Mason Braunschweig• Week of the Young Child Family Night – April 11 at 5:30 pm; Parade – April 24 at 9:30 am• Energy Fair – April 25, 2014• Open Enrollment – February 3-April 30, 2014• Employee Retirement Recognition – June 4• Back to School Days – August 12, 3:00-7:00 pm; August 19, 10:00 am-2:00 pm	1 min
IV. Public Presentations.	10 min
V. District Administrator Report – School Safety and Security.	2 min
VI. Reports: <ul style="list-style-type: none">A. High School Board Representatives’/Principals’/Administrators’ Reports – High School Events and Good Things Happening in Our Schools.B. Board President – Year-In-Review Report.	15 min
VII. Information & Discussion: <ul style="list-style-type: none">A. High School Student Council Fund Raiser Presentation.B. 2015 High School Band/Choir Field Trip.C. High School Alternative Education Presentation.D. Food Service Request For Proposal (RFP).E. School Board Unofficial and Official Election Results.F. Citizens Advisory Committee (CAC) Recommendations Discussion.G. Future Staff Wage Increases and Stipend Discussion.H. Employee Handbook Proposed Changes: Entire Handbook, Sub-On-Line to T.O.C.; Entire Handbook, Remove Policies: #513-Personnel/Payroll Management; #522.8-Staff Dress; #529.3-Bereavement Leave; #529.45-Personal Leave; #534-Substitute Teacher; and #536-Reduction in Work Force; Part 1, All Employees, Sections 5,	75 min

5.01 and 10; Part 2, Certified Staff, Sections 1.02, and 6, 6.01, B, 3; Part 3, Support Staff, Sections 1.01, 1.03, 8, 8.01, C, 4, and 11.02, B; Part 5, Co-and Extra Curricular Staff, New Section; Part 6, Substitute and Seasonal Staff, Sections 2.02, 3 and 4; and Employee Acknowledgement.

I. Second Reading of Policy: #343.42-Youth Options.

- VIII. Public Presentations. 5 min
- IX. Business (Action Items): 20 min
- A. Approval of Press Box Design.
 - B. Approval of Insurance Committee Recommendations.
 - C. Approval of Educator Effectiveness Coach and Mentor for Initial Educators Compensation.
 - D. Approval of 4K Program For 2015-2016 School Year.
 - E. Approval of 2014-2015 Teacher Contracts.
 - F. Approval of 2014-2015 Co-and Extra-Curricular Assignments.
 - G. Approval of Staff Changes: Teacher Resignation. Hiring of Co-Curricular Agreements, and Support Staff, Lunch Room Supervisor and Educational Assistant.
- X. Consent (Action Items): 2 min
- A. Approval of Policies: #322-Student School Day; #341.6-Kindergarten Instruction; #343.3-Virtual School Program; #343.31-Virtual School Program-Administrative Rule; #343.3 Form-Virtual School Program Form; #420-School Admissions; #421-Entrance Age; #421.1-Admission to First Grade; #422-Early Admission to School; #522.2-Tobacco Use by Staff on School Premises; #443.41/522.11-Definitions Relating to Alcohol, Tobacco/Nicotine and Other Drug Prohibitions; #832-Tobacco-Free School Property; #832.1-Use of Tobacco Products on School Premises.
 - B. Approval of March 12 Regular Meeting Minutes.
 - C. Approval of March Bills and Reconciliation.
- XI. April 28 Reorganization Meeting and April 30 Regular Meeting Agendas. 5 min
- XII. Executive Session – Under Wisconsin State Statute 19.854(1)(c)(f) to Discuss Personnel Issues. 1 min

Mission Statement:

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

Vision Statement:

Creating a culture of excellence in:

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

This notice may be supplemented with additions to the agenda that come to the attention of the Board prior to the meeting. A final agenda will be posted and provided to the media no later than 24 hours prior to the meeting or no later than 2 hours prior to the meeting in the event of an emergency. Persons needing special accommodations or more specific information about the agenda items should call 882-5224, Ext. 3387, at least 24 hours prior to the meeting.

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda Briefs
Wednesday, April 9, 2014
6:00 p.m.

District Board and Training Center
340 Fair Street (Door 36)

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	<u>Approx Time</u>
I. Roll Call: Dennis Hatfield Eric Busse Mason Braunschweig Tina Rossmiller John Rasmussen HS Rep. Hunter Johnson Kathi Swanson Sandra Spanton Nelson HS Rep. Marissa Haegele	1 min
II. Approve Agenda.	1 min
Suggested Motion: I move to approve the agenda as presented.	
III. Public Announcements/Recognition/Upcoming Events:	1 min
<ul style="list-style-type: none">• Recognize Board Members: Dennis Hatfield and Mason Braunschweig• Week of the Young Child Family Night – April 11 at 5:30 pm; Parade – April 24 at 9:30 am• Energy Fair – April 25, 2014• Open Enrollment – February 3-April 30, 2014• Employee Retirement Recognition – June 4• Back to School Days – August 12, 3:00-7:00 pm; August 19, 10:00 am-2:00 pm	
IV. Public Presentations.	10 min
V. District Administrator Report – School Safety and Security. <i>Enclosed is Mr. Roth's report.</i>	2 min
VI. Reports:	15 min
A. <u>High School Board Representatives'/Principals'/Administrators' Reports – High School Events and Good Things Happening in Our Schools</u> – Enclosed are the reports.	
B. <u>Board President – Year-In-Review Report</u> – Enclosed is President Busse's report.	

VII. Information & Discussion:

- A. High School Student Council Fund Raiser Presentation – *Student, Hunter Johnson, has enclosed information on a potential fund raiser. The EHS Student Council is looking for consensus from the Board to move forward with this project.*
- B. 2015 High School Band/Choir Field Trip – *High School Music Directors, Doug Zblewski and Gustavo Chaviano, have enclosed information for a Spring break 2015 band and choir trip.*
- C. High School Alternative Education Presentation – *Mr. Everson has enclosed information.*
- D. Food Service Request For Proposal (RFP) – *Ms. Treuden has enclosed a memo.*
- E. School Board Unofficial and Official Election Results – *Enclosed are the unofficial school board results. Canvassing will take place on Tuesday, April 8 at 7:45 am in the District Office and then official results will be released. The members elected will take their seat starting Monday, April 28th.*
- F. Citizens Advisory Committee (CAC) Recommendations Discussion – *Enclosed are the recommendations from the CAC that were presented at the March 12 board meeting.*
- G. Future Staff Wage Increases and Stipend Discussion – *Mr. Roth is looking for direction for 2014-2015 employee wage increases. The Compensation Committee's will not complete their work for future compensation until late 2014-2015 school year.*
- H. Employee Handbook Proposed Changes: Entire Handbook, Sub-On-Line to T.O.C.; Entire Handbook, Remove Policies: #513-Personnel/Payroll Management; #522.8-Staff Dress; #529.3-Bereavement Leave; #529.45-Personal Leave; #534-Substitute Teacher; and #536-Reduction in Work Force; Part 1, All Employees, Sections 5, 5.01 and 10; Part 2, Certified Staff, Sections 1.02, and 6, 6.01, B, 3; Part 3, Support Staff, Sections 1.01, 1.03, 8, 8.01, C, 4, and 11.02, B; Part 5, Co-and Extra Curricular Staff, New Section; Part 6, Substitute and Seasonal Staff, Sections 2.02, 3 and 4; and Employee Acknowledgement – *The Policy Committee met on March 21st and discussed the attached Employee Handbook proposed changes made by the staff. The Committee voted on each proposed change. The Board will treat these proposed changes similar to policy changes, with three readings and Board approval or denial. The Board may want to consider removing references to policy from the Employee Handbook when policy is removed from the Policy Manual.*

- I. Second Reading of Policy: #343.42-Youth Options – *Enclosed policy comes forward with suggested changes. A Co-Op policy is being worked on and will be coming forward soon.*

VIII. Public Presentations.

5 min

IX. Business (Action Items):

20 min

- A. Approval of Press Box Design – *Enclosed is a memo from Mr. Roth.*

Suggested Motion: I move we approve to rebuild the press box as either a wood structure or block structure, with the total project not to exceed \$116,015, which includes donations of at least \$16,015.

- B. Approval of Insurance Committee Recommendations – *Enclosed is a memo from Ms. Treuden.*

Suggested Motion: I move we approve to accept the proposed changes pertaining to health and dental insurance coverage for the 2014-2015 school year as presented by the Insurance Committee.

- C. Approval of Educator Effectiveness Coach and Mentor for Initial Educators Compensation – *Was presented last month.*

Suggested Motion: I move we approve hiring four Educator Effectiveness Coaches, for a salary of \$2,500 each and a maximum of three teacher mentors for a salary of \$2,500 each.

- D. Approval of 4K Program For 2015-2016 School Year – *Was presented last month by the 4K Investigation Committee.*

Suggested Motion: I move we approve a collaborative community-based 4K program starting in the 2015-2016 school year for all eligible four-year olds that are residents of the District.

- E. Approval of 2014-2015 Teacher Contracts – *Enclosed is a memo from Ms. Treuden.*

Suggested Motion: I move we approve the 2014-2015 teacher contracts as presented.

F. Approval of 2014-2015 Co-and Extra-Curricular Assignments – *Enclosed is a memo from Ms. Treuden.*

Suggested Motion: I move we approve the 2014-2015 Co-and Extra-Curricular assignments as presented.

G. Approval of Staff Changes: Teacher Resignation. Hiring of: Co-Curricular Agreements, and Support Staff, Lunch Room Supervisor and Educational Assistant
- *Please approve the following:*

1. Chad Thompson, resignation of .50 High School GT/Distance Learning Coordinator, effective at the end of the 2013-2014 school year. He was on a one year contract.

Suggested Motion: I move we accept the resignation of Chad Thompson, .50 high school GT/Distance Learning Coordinator, at the end of the 2013-2014 school year.

2. Peter Diedrich, .50 Musical Technical Director, for a salary of \$1,148. (Replacing Jean Abel.)

3. Doug Zblewski, .50 Musical Technical Director, for a salary of \$1,148. (Replacing Jean Abel.)

Suggested Motion: I move we approve the co-curricular positions of: Peter Diedrich and Doug Zblewski, .50 Musical Technical Directors, for a salary of \$1,148 each.

4. Beth Pickart as the two hour Grove Lunch Room Supervisor. Beth has worked as a volunteer at St. Patrick's School in Janesville in their food service program. She has also supervised an 8th grade study hall and assisted in various other capacities at the school. Her former principal remembers her well and said she "was friendly, punctual, had a good rapport with the students and didn't get rattled". Beth replaces Melissa Gishnock and will be paid an hourly rate of \$11.87.

5. Melissa Gray as a full-time high school special educational assistant. Melissa comes to us with experience working with students with Special Education needs. During this past school year she has been a substitute educational assistant at the high school. Prior to that she was a special education aide substitute on call for Janesville WI School District. She has also been a Dental Hygiene/Periodontal Therapy Assistant. She has worked with children with all disabilities ranging from mild learning disabilities, cognitive, autism, and down syndrome. Melissa will be paid \$11.87 per hour.

Suggested Motion: I move we approve Beth Pickart, as the two hour Grove Lunch Room Supervisor at a rate of \$11.87/hour and Melissa Gray as a full-time high school special educational assistant at a rate of \$11.87/hour.

X. Consent (Action Items): DO YOU WANT TO REMOVE ANY ITEMS? 2 min

- A. Approval of Policies: #322-Student School Day; #341.6-Kindergarten Instruction; #343.3-Virtual School Program; #343.31-Virtual School Program-Administrative Rule; #343.3 Form-Virtual School Program Form; #420-School Admissions; #421-Entrance Age; #421.1-Admission to First Grade; #422-Early Admission to School; #522.2-Tobacco Use by Staff on School Premises; #443.41/522.11-Definitions Relating to Alcohol, Tobacco/Nicotine and Other Drug Prohibitions; #832-Tobacco-Free School Property; #832.1-Use of Tobacco Products on School Premises.
- B. Approval of March 12 Regular Meeting Minutes.
- C. Approval of March Bills and Reconciliation.

Suggested Motion: I move we approve the consent agenda items: policies, #322-Student School Day; #341.6-Kindergarten Instruction; #343.3-Virtual School Program; #343.31-Virtual School Program-Administrative Rule; #343.3 Form-Virtual School Program Form; #420-School Admissions; #421-Entrance Age; #421.1-Admission to First Grade; #422-Early Admission to School; #522.2-Tobacco Use by Staff on School Premises; #443.41/522.11-Definitions Relating to Alcohol,, Tobacco/Nicotine and Other Drug Prohibitions; #832-Tobacco-Free School Property; #832.1-Use of Tobacco Products on School Premises; March 12 Regular Meeting Minutes; and the March Bills and Reconciliation as presented.

Roll Call Vote –

Hatfield ____ Swanson ____ Rasmussen ____ Spanton Nelson ____
Braunschweig ____ Rossmiller ____ Busse ____

XI. April 28 Reorganization Meeting and April 30 Regular Meeting Agendas – Enclosed 5 min
are draft agendas for these two meetings.

XII. Executive Session – Under Wisconsin State Statute 19.854(1)(c)(f) to Discuss 1 min
Personnel Issues.

Suggested Motion: I move we move into executive session, under Wisconsin State Statute 19.854(1)(c)(f) to Discuss Personnel Issues.

Roll Call Vote

Hatfield ____ Swanson ____ Rasmussen ____ Spanton Nelson ____
Braunschweig ____ Rossmiller ____ Busse ____

**Reminder: April 16, Special Board Meeting
April 28, Reorganization Meeting
April 30, Regular Board Meeting**

District Administrator's Report
School Safety and Security
4-9-14

The Evansville Community School District is committed to providing students, staff and visitors with a safe and secure learning environment. In order to do so, the District takes a collaborative approach to this critical endeavor. This includes an open and cooperative line of communication with the Evansville Police Department.

The District also maintains an updated plan for prevention and response to emergency situations, as well as identified personnel trained to support the plan. Additionally, the District is committed to engaging in activities and trainings that prepare all active members of the school community to respond appropriately during emergency situations.

On February 24, at approximately 3:00 p.m. the District was contacted by the Evansville Police Department regarding an emergency situation in the downtown business district. The District was requested to hold students in all schools until the Police Department provided approval to send students home. At 3:30 p.m. the Police Department again contacted the District to approve the dismissal of students to go home. An AlertNow and email was sent to parents to inform them of the emergency.

As a follow-up to the emergency situation, the administrative team met with representatives from the Police Department to review the practices and procedures that were implemented during the emergency event. A review of such events helps both the District and the Police Department to work together to improve emergency responses.

Though District emergency plans were followed as designed, improvements to the way that the District and Police Department communicates during and after emergency situations were identified. Plans for improving communication between the District and the Police Department will include a direct call list of District administration cell phones and office cell phones. The District will also provide the Police Department with a two way handheld radio (walkie talkie) that can be used in the event that phones are not in operation.

Communication with families, child care centers and the youth center was identified as an area to improve. During future emergencies the District will send out an AlertNow message and an email informing families, child care centers and the youth center that an emergency is underway at the schools. At the conclusion of the emergency the District will follow-up with an AlertNow message and an email message.

The District is dedicated to the safety and security of our students, staff and visitors. The District will continue to review our emergency plans on an annual basis and following emergency situations.

EHS Board Report

Scott Everson, EHS Principal; Hunter Johnson and Marissa Haegele, EHS Student Reps
April 9, 2014 ECSD Board Meeting – Student and Staff Accomplishments

- The Janesville Gazette 'Area Winter Sports Awards' named Coach Rob Kostroun and the EHS Wrestling Team the Outstanding Winter Sports Team in the greater Rock/Green/Walworth County area!
- Jordan Meyer was runner-up to Elkhorn's Sam Johnson as the 'Area Winter Sports Awards' Best Male Athlete. Congratulations, Jordan!
- The EHS Mathematics Team won the Rock Valley Conference Math Meet for the second year in a row! Congratulations to our students, and to all teachers of Mathematics in our entire district.
- Evansville High School had a whopping 34 events from Solo and Ensemble score 'starred first' ratings and these events will move onto the State competition on Saturday, April 26! Congratulations to Mr. Zblewski, Mr. Chaviano, and all the ECSD music teachers.
- The Adams Family musical will be hosted at the EHS PAC on May 2, 3, and 4. This will literally be the first production, EVER, of this musical anywhere! Needless to say, the musical cast and crew are excited to be part of history.
- Our first year competition in the Greater Madison Area Mathematics League turned out to be an awesome one. Evansville High School won first place in our division three out of four competitions at the varsity level, and won first place once at the junior varsity level, both with numerous individuals placing. Obviously, we plan to return next year to defend our championship belts!
- The February Community Talent Show and Winter Dance was a success. First place went to vocal diva EHS Senior Olivia Fountaine, second place went to another vocal superstar, 8th grader Kailey Wellsmeich, and third place went to EHS dancer and gymnast extraordinaire, Erin Meichtry.
- Prior to the talent show and winter dance, we introduced a new 'Winter Spirit Week' and pep rally. This was a nice addition to the traditional Homecoming spirit week held every fall during Homecoming week.
- FFA Week was held during the week of February 24 – 28. Per usual, this week was full of cheese curds, games, dress-up days, and a short 'Ag Olympics' during advisory at the end of the week.
- We will be hosting another Red Cross Blood Drive at EHS on May 8.

- On March 14, 19 of our EHS upperclassmen assisted the MS with a 7th grade 'Courage Retreat.' It was a benefit to the MS kids for sure (as Mr. Flaherty can attest) but it was equally beneficial to our young high school leaders as well.
- We will be hosting an Evansville Community Service Project group Kids Fun Night on Friday, May 9 from 5pm – 8pm. As conducted last year, parents will have the opportunity to drop their kids off for a night of games, activities, movies, and more for \$10. All proceeds will go towards a local cause/charity.
- Our local SADD (Students Against Destructive Decisions) chapter is finishing up our Operation: Click seatbelt awareness initiative. Our chapter has had great success with our seatbelt checks so far. The Rock County banquet and drawing for the free car will take place on April 24 from 11am – 1pm at Best Events in Janesville. In addition to Mr. Everson, the SADD advisor and student officers, we will have (hopefully!) one or two students eligible to win the free car! Keep your fingers crossed for EHS.
- The National Honor Society will be hosting a 5K fundraiser run on Memorial Day Weekend. Again, all proceeds will go towards a local cause/charity.
- EHS Staff Appreciation Week is May 5 – 9. In addition to daily food and a cookout on Friday for lunch, EHS student council has a special surprise in store for all EHS staff...
- The 'Evansville-Albany Buy a Brick' project will be presented later this evening at the Board Meeting!

School Board Report
April 9, 2014
Curriculum Topic: 2014-15 State Mandated Assessment Changes

Evansville Community School District
Office of Curriculum and Instruction
Paula J. I. Landers, Director of Instruction

Since the advent of the Common Core State Standards (CCSS) in reading/English language arts and mathematics in 2010, and attention to college and career ready standards, Wisconsin public schools have known that the Wisconsin State Assessment System would change. DPI has been readying public schools for this change for the past three years. Provided that Senate Bill 619 and Assembly Bill 617 do not overturn the state's adoption of the CCSS, thereby changing the state assessments currently readying for deployment, the DPI has mapped out changes to the mandated state assessments for 2014-2015.

K-2 Assessments:

In 2014-15, early learners in **4K through grade 2** will be assessed using the **PALS** (Phonological Awareness Literacy Screening) assessment. This assessment is administered in fall (September/October), winter (January), and spring (May). PALS provides teachers with data related to how students perform in basic reading skill areas. PALS data helps teachers plan for instruction to meet student needs. (<http://www.palswisconsin.info/parents.shtml>)

3-5 Assessments:

In 2014-15, the **WKCE** will be administered to students in **grade 4** to measure student proficiency in Wisconsin Model Academic Standards content and skills in the areas of science and social studies. This assessment will be administered in fall (October-November). In addition, intermediate level students in **grades 3, 4, and 5** will be assessed with the **Smarter Balanced** Assessment, measuring proficiency in CCSS reading/English language arts and mathematics skills. Smarter Balanced will be administered in the spring (March-May). Evansville will participate in the Smarter Balanced field test at the intermediate school this spring. (<http://www.smarterbalanced.org/>)

6-8 Assessments:

In 2014-15, middle school students will be assessed similarly to the intermediate students. The **WKCE** will be administered to students in **grade 8** and the **Smarter Balanced** Assessment will be administered to students in **grades 6, 7, and 8** during the same testing windows as the intermediate students.

9-12 Assessments:

The battery of high school assessments will change significantly in 2014-15. **Grade 9 and 10** will be assessed with **Aspire**, an assessment that measures college and career ready skills and replaces the Explore and PLAN assessments from ACT. Aspire will be administered to grade 9 in fall (October) and spring (April-May) and to grade 10 during the spring testing window only. **Grade 10** will also take the **WKCE** to measure proficiency in the Wisconsin Model Academic Standards in science and social studies in the fall. **Grade 11** will take the **ACT** state accountability assessment administered in the spring (March) along with **WorkKeys**, an ACT assessment designed to measure career readiness skills, also administered in the spring (March). (<http://www.act.org/products/>)

English Language Learner (ELL) Assessments:

ELLs in **all grade levels** will continue to take the **ACCESS** test, which measures English language proficiency levels and is a guide in providing ESL language intervention services to students. This assessment will become an on-line assessment in 2015-2016 but will be field tested next year. (<http://www.wida.us/assessment/ACCESS/>)

Students with Disabilities:

Students with disabilities in **grades 4, 8, and 10** will take the **Wisconsin Alternative Assessment for Students with Disabilities (WAA SwD)** in the fall (October-November) if their IEP team determines the WAA-SwD is a more appropriate assessment for the student than the WKCE. The WAA-SwD measures student proficiency on the extended grade-band standards in core content areas. In addition to the WAA-SwD, students with disabilities in **grades 3-8** who will not take the Smarter Balanced Assessment based upon an IEP team decision, will take the **Dynamic Learning Maps** assessment in the spring (March – May) which measures student proficiency in the Common Core Essential Elements (CCEE). Evansville will participate in the field test of Dynamic Learning Maps this spring with a small number of students. (http://oea.dpi.wi.gov/oea_waa and <http://dynamiclearningmaps.org/>)

Many of the incoming assessments are computer-based assessments requiring the use of a secure desktop computer. This is true for the Smarter Balanced Assessment, Aspire, ACT, and WorkKeys. Other assessments require a trained test administrator to give the assessment and may involve paper/pencil activities and listening activities. This is true for PALS and ACCESS. Other assessments will continue to be paper/pencil assessments and will not change in format. This is true for the WKCE and WAA-SwD.

There are many things to consider with the arrival of mandatory on-line assessments in 2014-15 which have precipitated changes to instructional content and skill development for our students. On-line assessments will also require additional attention to a variety of administrative details including:

- student information system data management
- assessment set-up on the “back end” so the end user can access the test
- score reporting and communication to the state, school district, and families
- management of local infrastructure and resources to ensure that we can deploy the assessments successfully
- and other things we have not discovered yet

As DPI continues its work on the assessment roll-out, the District will continue to take appropriate steps to manage for change.

Levi Leonard Elementary School Board report

April 9, 2014

Celebrations:

- The First Grade Concert was a delightful success on Thursday March 20. Every student had a special part whether it was speaking, singing, acting or playing an instrument. It also involved several staff members: all First Grade teachers and educational assistants, Mrs. Klopp in art, and both Mrs. Zblewski and Mrs. Swiecichowski-Fettig in music. Mrs. Swiecichowski-Fettig also invited local talent Pastor Matt on his guitar and Sharon Magee on her accordion to accompany students on two songs.
- Mrs. Beedle and Mrs. Ross's second grade classes held a Folk Fair that involved all of their students. Students created presentations, stories and reports on their chosen country. Earlier, another 2nd grade class, Mrs. Oakeson's, held a Family Luncheon in which they shared books on their families and served lunch to their families. Mrs. Sendelbach's class has a Safari Presentation in the hallway. Each second grade class will do reports of one type or another during the year. More presentations will be coming up.
- Parent Teacher conferences were held and most of the parents attended who arranged a conference. Some of the conferences were led by students who proudly showed their parents the progress they have made so far.
- Mrs. Fritz, one of our Reading Specialists and Resource Teacher applied for the Read to Lead grant with help from other staff members. If this is funded, it will provide for Professional Development for teachers to learn more about specific interventions and will provide books for students during the summer with the opportunity to trade them in four times during the summer with Mrs. Fritz. It is one way to keep students from experiencing a reading loss or "summer slide".
- On March 3 we celebrated Read Across America Day and Dr. Seuss's birthday (March 2) with reading sessions. Mrs. Havlik read to students in the gathering area, 3-5 classes at a time.
- On February 25 we held a Title 1 Family Night. While the weather kept many people from attending, those who did learned of our Little Free Libraries[®] that will be popping up in 14 locations in the Evansville area. Anyone can choose a book from these libraries, trade in others and generally use them as informal book exchanges. The Evansville Fund and Deb Fritz have worked on these as well as Eagle Scout Keith Hartje, who built 5, Bill Hartje and Scott Brummond who has built 9 more of them.
- On February 18, our students enjoyed some time with inflatable Bounce House equipment as a reward for a successful school fundraiser.
- Our Kindergarten Orientation and Screener indicate a Kindergarten class of about 118 students for the 2014-15 school year.
- On February 12 we had a Jump-Rope for Heart Assembly. Our students very enthusiastically participated in this fundraiser as well as the Penny Wars for one of our substitute teachers who has worked with us for a long time. We are fortunate to live in such a compassionate community!
- The Second Grade Concert in November was also a great success with all students involved in a various ways. Mrs. Zblewski and Mrs. Swiecichowski-Fettig collaborated on this concert as well.

- In an effort to address bullying and other unacceptable behaviors, we have held mini-assemblies on November 1 and January 31 in which we reviewed our behavior matrix and expectations. We talked about what is and isn't bullying. These behaviors will be reviewed again in April to remind students and to keep them aware of expectations. It seems to be working since there have been fewer problems in this area.
- Beth Pickart will join us as the new lunchroom supervisor on March 31. Beth has done this work as a volunteer at St. Patrick's School in Janesville. We look forward to having her join us.
- Thanks to the K-5 PTO for giving each school to use for technology. At the elementary level, we will use this, some of our building supply funds and fundraising monies to purchase laptops that teachers can sign out for classroom station use and progress monitoring.

There are many more wonderful things happening in our schools and I hope that school board members will visit whenever they can. Whether it is for an event, and there are some listed below, or just to stop in at lunch to chat, you are always welcome!

Upcoming events for April:

- 8 1st Grade Data meeting
Spotlight Grant visit
- 9 Staff meeting
- 11 Week of the Young Child – Family Fun Night
- 15 Energy Show
Kindergarten Data meeting
- 16 Grade level collaboration - mapping
- 17 2nd to 3rd Grade Placement
- 18 Early Release – Collaboration
- 21 Professional Development
PTO meeting
- 23 JDRF Assembly
- 24 Special Ed 2nd Placement meeting
- 25 Performance by Larry Wirtz
Energy Fair

TRIS Board Update

Participate in Battle of the Books (Teresa Doyle)

For the first time ever, students at Theodore Robinson Intermediate School participated in the Battle of the Books Competition. This program is designed to promote a love of reading. It encourages students to a variety of pre-selected books and remember information about the plots, characters, and settings of the books. Each of the 25 questions asked in a battle, is answered by having teams of four students provide the title and author of that book. For example, one questions might read, *Name the book in which a horse and a boy are stranded on an island.* The Battle of the Books is a fun, academically-based competition that has been very successful in school districts throughout the state in encouraging students to read.

The competition is sponsored by WEMTA, Wisconsin Educational Media & Technology Association. Students at TRIS competed in the elementary division which includes students in grades 4-6. Students competing in the elementary division read from a selection of twenty books, all of which have been nominated Golden Archer winners for the primary and intermediate levels plus a variety of other award-winning titles.

Ms. Jo Ann Mumm, Library Media Specialist, and Ms. Teresa Doyle, Resource Teacher for Advanced Learners served as co-advisors for this event. Thirteen TRIS students including; Lilia Tregoning, Mariana Dowden, Braly Wisner, Avery Simpson, Jackson Stencil, Michael Tran, Owen Scarpaci, Shane Kennedy, Ievey Neath, Bailey Langton, Ari Pincus-Kazmar, Nick Barmore and Arianna Garcia participated in the school-wide Battle of the Books Competition which was held on Friday, February 14. After all the scores were tallied it was determined that the team of Lilia Tregoning, Mariana Dowden, Braly Wisner and Avery Simpson would represent TRIS at the state-wide Battle of the Books Competition which took place on Monday, Feb. 24. This team will be notified of their results the week of March 3.

Math 24 (Teresa Doyle)

4th & 5th Graders Participate in Local Math 24 Tournaments and Prepare for Regional Tournament

Thirty students participated in the local 4th grade Math 24 tournament which was held on Monday, Feb. 3rd in the TRIS Library. After three highly contested rounds, the following students earned a place on the Math 24 team; Sam Ross, Drew Everson, Alex Johnson, Richard Braunschweig, Trenten Malterer and Owen Boll. Kaylee O'Connor and Eli Brandenburg will serve as the alternates.

Thirty-one students participated in the local 5th grade Math 24 tournament which was held on Monday, Feb. 10th in the TRIS library. Students demonstrated exceptional good sportsmanship as they participated. After three fast-paced rounds, the following students earned a place on the Math 24 team; Makenzie Halla, Alison Hurda, Blake Krumwiede, Andrew Sam, Jackson Stencil, and Tyr Severson. Braly Wisner will serve as the alternate.

All team members are now preparing for the regional tournaments which will be held on March 13th on the UW-Madison Campus. Students are voluntarily giving up their lunch recess so that they can practice as a team and be extremely well-prepared for the regional competition where they will face-off against students from Beloit, Brodhead, Monona Grove, Mt. Horeb and New Glarus.

On March 13th thirty students from Theodore Robinson Intermediate School and J.C. McKenna Middle School traveled to Madison to compete at the tournament. They competed against students from schools such as Stoughton, Verona, Orfordville-Parkview, Beloit, Oregon, McFarland, Middleton-Cross Plains, Brodhead, Stoughton and Monona Grove.

The 4th grade participants were; Alex Johnson, who earned the first place trophy, Trenten Malterer, who won the second place trophy, Sam Ross, who earned the fourth place trophy, Owen Boll, Drew Everson and Ricky Braunschweig. Their tournament featured 'Double Digit' cards.

5th grade participants were; Jackson Stencil, Blake Krumwiede, Tyr Severson, Makenzie Halla, Andrew Sam and Alison Hurda. Their tournament deck featured cards with 'Variables'.

Yahara Writer (Teresa Doyle)

We have one Yahara top ten winner this year...Fiona Hermanson is a top ten winner for her cartoon entitled, *The Puzzle of Me*. In fact, her cartoon was declared a first place winner!

Around the School

As a school we continue to prepare for the Smarter Balance field test. Our testing window is April 7th – 21st. All 4th and 5th grade students will be participating in the field test. Letter went home to parents early March letting them know we have been selected for the field test. By participating we will have the opportunity to see what our students will need to learn to ensure we are ready for the online test next spring.

We will begin creating class lists for 2014-15 in early April. Lou, Scott, and I have begun our discussion on our shared staff and have created a framework for our Grove Campus schedule. I have been working with the special education staff, at TRIS, to look at ways to provide our neediest students with tier 2 and tier 3 services next school year.

The building leadership team and I will have the standards for the report cards identified by the end of April, so we can begin creating the new report card in Skyward, so we are ready for the 2014-15 school year. We will also be creating grade level brochures indicating what the expectations are for students at each grade level.

On April 10th TRIS students will participate in the school wide spelling bee

JC McKenna Middle School
Board Report
April, 2014

The Evansville Fund awarded the middle school a grant for the 7th Grade Courage Retreat. The EF supported our efforts to provide students with an opportunity to continue building a positive community at J.C. McKenna. At the courage retreat all 7th grade students participated in activities that helped to build self-confidence, courage, empathy and understanding. It supported the Positive Behavioral Interventions and Supports (PBIS) we are developing, as well as the Anti-Bullying interventions in our school.

The retreat was simply amazing. The facilitators, as well as some of our own high school students, built up our kids to the point that a number of students identified themselves as bullies to the entire class and pledged to be different in the future. The retreat was emotional and tears were shed by many, including our own faculty members. A number of individuals from the Evansville Fund were in attendance and commented that the retreat was one of the most remarkable experiences they had ever had. Needless to say, we are making plans to make this retreat an annual event at J.C. McKenna Middle School. Thank you to the Evansville Fund and Sara Traut-Ebert for their efforts to bring this event to the middle school! If board members are interested in finding out more information about the retreat, I have included a link to the group that organizes and runs the retreats.

<http://www.youthfrontiers.org/programs/courage-retreat/>

In other news, the staff continues to work on the new teacher education program. We spent the last staff meeting working on defining better ways to improve communication with students and the quality of instruction students receive before/during activities in the classroom.

ECSD School Board Report
April, 2014
Vaunce Ashby, Director of Student Services

How our Schools are Building a Positive Climate

There is no one-size-fits-all or simple solution for addressing bullying behavior. Efforts to prevent and address bullying behavior are embedded within a comprehensive behavioral framework. The steps include:

- Establishing a positive school environment.
- Setting high academic and behavioral expectations for all students.
- Guiding the delivery of evidence-based instruction and interventions that address the needs of students.
- Aligning practices and implementing them school wide, across each grade level, and in all school settings.
- Using data-based decision making to identify needs, analyze situations, and outline evidence-based practices.
- Delivering instruction, implementing interventions, and monitoring progress as part of an ongoing, continuous improvement model.

When deciding which strategy or strategies to use to address bullying behavior, each of our schools consider it's environment, students' social and cognitive development and the evidence on programmatic prevention and intervention.

In this month's report I have included draft copies of brochures the Student Services Team have developed for each school. The information in each brochure includes a partial list of evidence-based instruction and intervention practices, school wide community building activities, along with contact names and telephone numbers for each school. The goal of the Student Services Team is to have these distributed at **Back To School Days**, placed in each school office and on our website.

After you review the brochures, please feel free to contact the building level administrator, student service personal or myself with any questions.

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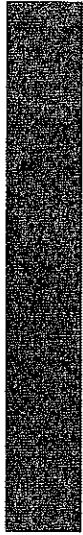
Evansville Community School District—Building a Positive Climate



What the Evansville Community School
District Pupil Services Staff are doing to
Foster a positive climate
and reduce bullying-behaviors.



LEVI LEONARD
ELEMENTARY SCHOOL



Building a Positive School Climate at Levi Leonard through:

- What do you do to be a Good Friend?
- The Words We Say Can Brighten Our Day.
- The Crayon Box That Talked.
- Stealing.
- Listen and Follow Directions.
- Problem Solving.
- Express Feelings Appropriately.
- Social Skills.
- Coping Skills.
- Small Group & Individual Counseling.

What do you do to be a Good Friend? The qualities you look and don't look for in a friend.

A Bright Day for Everyone. "The Words we Say can Brighten Our Day." Recognizes the importance of what we say and do that can make a difference for everyone.

The Crayon Box That Talked- Examines diversity through problem solving by working together.

Stealing- How it affects a student when they take something that doesn't belong to them.

Listen and Follow Directions- Students take a tour of the school to identify the appropriate noise levels. Then discuss the importance of how noise affects behaviors and learning.

Problem Solving Skills- Students learn how to advocate for themselves by resolving their own problems with peers. Students then participate in role playing activities to look for win-win solutions.

Expressing Feelings Appropriately- Students learn how to use and practice helpful words versus physical aggression.

Social Skills-Students learn and practice introducing themselves to one another through the use of basic manners.

Coping Skills-Students learn how to develop coping skills when experiencing issues and difficulties at school, home, and in the community.

Small Group & Individual Counseling- Students develop the skills needed to work through life's transitions.

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Evansville Community School District--Building a Positive Climate



What the Evansville Community School
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THEODORE ROBINSON
 INTERMEDIATE SCHOOL



Building a Positive School Climate at Theodore Robinson Intermediate School through:

- Beginning of the year HEROES/PBIS assembly
- Classroom Character Ed. Weekly lessons
- Monthly HEROES groups
- Walk the line—school wide behavior program
- Ra, Ra, Robinson awards
- Life Skills (Guidance) lessons that include anti-bullying skills:
 1. Friendship unit
 2. Problem-solving unit
 3. Bullying Unit
- Friendship Group
- Anger Management Group
- Lunch Buddies
- Individual Counseling (ie. Student social skills, anger lessons, etc....)

HEROES GROUPS— Character Ed. Mixed level groups. All students are assigned to mixed grade level teams which meet once a month with an advisor for team-building activities.

Beginning of the year HEROES assembly to build team atmosphere and talk about our behavioral expectations.

Classroom weekly Character Ed.

Lessons—taught by classroom teachers covering Respect, Responsibility, Compassion and Honesty.

Walk –the– Line—this, along with the Voice-O-Meter, are the building PBIS expectations of coming into and traveling in the building in an orderly, quiet manner.

Ra, Ra, Robinson awards—

Students are recognized for kind or thoughtful acts that are done.

School wide Community Building Activities:

Life Skills Lessons—These are the weekly Guidance lessons taught by the school counselor. The Friendship, Problem-Solving, and Anti-Bullying units teach skills that prevent or address bullying.

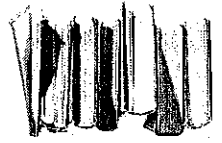
Friendship Group— Small skills group that teaches the skills of being a good friend and addresses friendship concerns.

Lunch Buddies— This is our version of Big Brothers/Sisters lunch buddies. Student s needing positive support, meet with HS students for weekly lunches.

Anger Management Group— Small skills group that teaches the skills for managing anger appropriately.

Individual counseling—Weekly meetings with individual students to work on needed skills and areas of concerns

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Evansville Community School District—Building a Positive Climate



What the Evansville Community School
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J.C. MCKENNA MIDDLE SCHOOL

Building a Positive School Climate at J.C. McKenna through:

- **6-8 Climate Survey**
- **School wide PBIS**
- **Social Skills and Friendship Foundations**
- **8th Grade Respect Foundations**
- **Be a Buddy Not a Bully Project**
- **Mix It Up Day at Lunch**
- **Honors Passes**
- **Star Awards**
- **Kindness Awards**
- **No-Name Calling Week**
- **Student Council**
- **School wide Community Building Activities**
- **Group Counseling**
- **Individual Counseling**
- **Character Education in Classrooms**
- **Social Worker/ Counselor Lunch Supervision**
- **7th Grade Courage Retreat**
- **SADD**

Climate Survey: Students assess their views on the climate of J.C. McKenna

PBIS: School wide positive expectations for students

Foundations: Social and emotional character education lessons

Be a Buddy Not a Bully Project: Student sign an anti-bully pledge

Mix It Up Day at Lunch: Sit with a new individual at lunch. Get to know someone new.

Honors Passes: Students receive honors passes for achieving high citizenship grades.

Star Awards: Presented to students who display exemplary positive character traits. Awards are received from staff.

Kindness Awards: Received from other students in recognition of being kind

No-Name Calling Week: Students spread kindness throughout the school through activities

Student Council: Student group focused on positive activities for students

School wide Community

Building Activities: Color Day, staff vs. student volleyball and basketball games and talent shows

Group Counseling: pupil services staff work with students on friendships, family, self-esteem, grief etc.

Individual Counseling: pupil services staff work with students' on academic, personal social and emotional needs

Character Education: taught by both pupil services and teaching staff emphasizing positive characteristics and healthy decisions.

Social Worker/Counselor

Lunch Supervision: positive individual and social support

7th Grade Courage Retreat:

students learn how to utilize positive character traits and spread the learning back to school.

SADD: Students Against

Destructive Decisions group works to promote positive decisions in students.

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Evansville Community School District--Building a Positive Climate



What the Evansville Community School
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Evansville High School





Building a Positive School Climate at Evansville High School through:

- Freshmen Mentor Program
- Restorative/Character Development
- GSA (Gay Straight Alliance)
- Bully Alert!
- Civics and Society: Project Citizen
- Advisory
- Youth Risk Behavior Survey
- Health class
- Senior Service Learning Graduation Project

Grade 9-Civics and Society-Project
 Citizen challenges groups of students to examine various issues, such as bullying and depression, that affect the well-being of students overall. Students examine how current laws, policies, and procedures address the issues, and what teachers and students can do to prevent or remediate the issues.

Grade 9-Freshmen Mentor Program
 -Juniors and Seniors lead the Freshmen Mentor Program during the Advisory period. They aim to transition freshmen into high school, create a sense of community, and serve as role models. The movie "Bully" is shown and followed up with discussion and activities.

Grades 9-12-Youth Risk Behavior Survey-The YRBS is given to students every other year. The survey assesses students' perceptions of bullying within their school.

Grades 9-12-GSA- Gay Straight Alliance
 creates a safe environment for students to support each other and learn about lifestyle choices, fight harassment and discrimination in school, and promote acceptance.

Grades 9-12-Restorative/Character Development-Student Services works one-on-one or with small groups to provide counseling and conflict resolution.

Grades 9-12-Advisory-Advisory fosters a sense of community and unity among small groups of students grouped by grade level on a daily basis.

Grades 9-12-Health-Health class addresses topics such as self-protection and emotional health. Health is required for all students.

Grade 12-Senior Graduation Project
 -Seniors are required to complete a meaningful service learning project that emphasizes critical thinking and personal reflection while encouraging a heightened sense of community, civic engagement, and personal responsibility.

Grades 9-12-Bully Alert-Bully Alert is a tab on the district website. Students can confidentially report a bullying incident to administration.



Your beliefs don't make you a better person, your BEHAVIOR does.



Board President Year-In-Review

It's been a busy year and I would like to tip my hat to all of my colleagues on the Board and to the administration and staff for the hard work that keep us progressing as a district. As the year passed, we listened to many presentations that took place, which fueled discussions to give direction and/or approval to programs and committees.

Policy - Our Policy Committee reviewed 61 policies for approval to help streamline our district and get us up to date with current procedures and statutes.

Communication – The Communications Committee has been diligently working on improving our communication as a district to serve our audiences.

Welcome – We welcomed Mason Braunschweig to the board to fill the vacated seat due to the passing of former Board Member Sharon Skinner.

Direction - Consensus from the Board led to the forming of two advisory committees, the 4KIC (4K Investigative Committee) and the CAC (Citizens Advisory Committee), those committees did research and recommended the direction of a 4K program in the District and community survey recommendations.

Program Approvals – The Board approved the implementation of academic programming in areas of Alternative Education with the GEDO2 Program, GO Math (K-6 Mathematics materials), and membership into the JEDI Virtual School Network.

Naming of the Football Field – A presentation and proposal was made to the Board on the naming of the football field after current and long-time coach Ron Grovesteen. The dedication ceremony was celebrated on October 11, 2013

Press Box – A Task Force was developed to make recommendations to the Board on type of structure to replace current Press Box due to the fire in late August 2013. Those recommendations will be coming forward in the near future.

District Savings – Restructuring expenses allowed for savings in Food Service, Copier costs, and Labor.

Awards – Mason for his service and dedication on the City Council, Coach Ron Grovesteen was inducted into Albany Hall of Fame, High School Science Teacher Penny Messling received a \$750 US Cellular Grant, High School Business Education Teacher Dana Hurda was awarded a \$2150 WICPA Grant and numerous awards were given from the EEF.

Looking forward and just naming a few, we will be voting on the possible implementation of the 4K program and how our district continues moving forward, continuing discussions with two compensation committees to develop a fair and equitable system for all staff, additional discussions and revisions with our Communication and Policy Committees, and the possibility of paper-less board meetings and restructuring of how the board operates through Policy Governance.

1) Summary

EA Buy a Brick is a project that will focus on creating an engraved brick pathway leading to the district's new press box and a permanent feature of Ron Grovesteen Field. Community Members, Alumni, Students, Businesses, Organizations, and supporters from the Evansville and Albany areas will be able to purchase 4"x8" bricks and choose their own messages to engrave with the option of clip art. This pathway will span from the concession stand to the press box, replacing the currently existing asphalt. This project will be organized by Evansville High School student council and be a senior project opportunity.

2) Product or Service

Student Council will be using *Brick Markers USA* as the engraving company for the bricks. This company offers a patented laser engraving process known as Vitralase® that insures quality and durability with a life time warranty. Each brick without clip art will include 3 lines of 20 characters per line; punctuation and spacing counting as characters. The bricks with clip art will have 3 lines of 12 characters per line, EA logo and blue devil logo will be an option. Customers will also have the option of including their signature or their own clip art, such as a business logo, with and up charge.

3) Market

This project will appeal to students and faculty, local businesses and organizations, alumni, and community members. An initially high demand is expect.

4) Marketing Plan

This project will be extensively advertised to ensure maximum participation and a successful turnout. There will be ads in the paper, a booth at sporting and other community events, flyers, brochures at businesses, a donor website, and an email blast to faculty and families. EA Buy a Brick also is advertising through the Grid Iron Club to reach alumni. Advertising will start the first day of sales and continue until the end date. People can pay at the booth with cash or checks, send a check to the high school (made out to EHS Student Council), or on the donor website with PayPal. There is also an email created for anyone who has questions.

4.1) Product

Consumers will have the opportunity to purchase a laser engraved brick with or without clip art. Businesses will also be able to purchase a brick with their logo for an up charge. The price will included manufacturing, installation, and maintenance.

4.2) Place

The walkway will start by the concession stands and go to the new press box. It will completely replace the asphalt that is currently there. It is an 11' x 86' path that require at most 4,257 bricks to completely pave. All purchased bricks will be included and the rest will be filler bricks and brick edging.

4.3) Price

All prices for the project are as follows

1 - 4"x8" engraved brick without clip art = \$25

1- 4"x8" with clip art = \$30

Business Logo on brick= \$125

Signature addition= \$30 upcharge

Each brick costs \$18.00 to make, including engraving and shipping. We will be making \$7 on nonclipart bricks and \$12 on clipart bricks. Shipping is free with Brick Markers USA, and it will be 7-12 weeks from the day we submit the orders.

5) Management and Organization

The project is headed by EHS Executive Student Council. Once the bricks are delivered, installation will be during the summer before the next football season starts.

6) Finance

All finances are based on worst case scenarios with overestimating needs and regular prices. We hope to get discounted items or donations from the companies. The path will require various installation materials and labor. All prices are based on an 11' x 86' path. We also assumed little or no cost to the initial limestone and gravel base because underneath the asphalt is already a foundation. A bobcat will be used to remove the blacktop, from the shop class department of the high school. The installation also will include free labor with student council members and senior project individuals. The funds for the materials will come from this project and the prices and quantities with the specific business are as follows:

<u>Material</u>	<u>Quantity</u>	<u>Business</u>	<u>Price</u>
Filler Brick	Excess from what we sell	Janesville Brick and Tile	\$.9 each
Screening	12 yards	Footville Rock and Lime	\$300
Brick Edge	176'	Dvoak Landscape	\$200
14" Nails	For edging	Ace Hardware	\$100
Polymeric	10 bags	Dvoak Landscape	\$300
		Total:	\$900

Total does not include filler bricks because the amount depends on how many bricks we sell, which will add at most \$3,501, at our breakeven point. To break even at our current price point we need to sell at least 367 clip art bricks or 599 non clip art bricks. Other possibilities with combinations of the two are 167 non clip art brick and 265 clip art bricks, etc. Maintenance in the future will be a senior project or student council members.



Evansville High School **Music Department**

640 South 5th St.
Evansville, WI 53536

Instrumental Music, Doug Zblewski 608-882-3586/Vocal Music, Gustavo Chaviano 608-882-3585

Florida/Orlando/Disney-Spring Break 2015 *Evansville High School Band and Choir* Thursday, March 27th 2014

Dear Evansville School Board Members

The high school music department is planning another music tour for spring break 2015. This tour will be our tenth tour in the past 21 years. Previous destinations include Toronto, Canada/Orlando, Florida-4 times/New York City-4 times/ and New Orleans. The destination planned this time around is Orlando, Florida. Included with this cover letter is information about our proposed tour companies and the proposal they have put together for us. The tour cost is only an estimate. In addition, there are various documents related to the organization of the tours. We feel that it is important for you to see what kinds of things we have done on past trips. Good News Tour & Travel is a very reputable tour company and we have used them numerous times in the past. Super Holiday Tours is another reputable tour company that has been recommended to us from another conference school. Super Holiday Tours is based in Orlando and they have direct knowledge of the area we are traveling to-which is appealing to us. We are currently in the process of choosing the tour company at this time.

The music department would like to emphasize the musical and educational value of participating in this kind of a trip. The band will have the opportunity to march down Main Street in the Magic Kingdom, displaying with pride our new uniforms. The Choir will proudly perform in a public performance venue at Downtown Disney. The students will gain valuable life-long experiences by participating in the trip.

We have a strong successful history of music tours in Evansville. Please allow us to once again give the music students of Evansville High School this wonderful experience. Activities such as these continue to build and strengthen the music program and help to develop our students' musical, social and cultural awareness.

Sincerely,

Doug Zblewski
Gustavo Chaviano
High School Music Directors



Evansville High School@Orlanda/Disney

Band and Choir Tour / Spring Break 2015

The trip will most likely be a 6 day 5 night tour and will take place some time during the EHS Spring Break.

Cost per student/chaperone: \$850 - \$950

A student down-payment is required by the end of the 2013-2014 school year.

Please remember that we cannot lock into an amount until we know the exact number of students going. Once that happens, the tour company uses the down payment to secure a hotel and tickets to events.

Other Information:

- We will need Chaperones. An application form is included in this packet. Approx. 1 chaperone per 10 students.
- Only Academically eligible students may go on the trip and they must stay eligible throughout the year.
- Packets will be sent home soon with more detailed information in the FALL of 2014 with all materials including a rough itinerary, permission slips, and other information.
- Lots of sight-seeing and shopping, great performance opportunities. Disney Parks, Ocean Swimming. *While it is our goal to reach 100% participation, we can only go if there is adequate instrumentation and voicing. All sections and parts must be adequately and equally represented.*

FUNDRAISING

A few fundraisers are planned for next year to help offset the cost for students.

The two most popular ones are listed

- 1) Music booster Raffle. 100% of the monies go back to the students.*
- 2) Cheesecake sale: 100% of the profits go to the students.*

Contact information:

- Doug Zblewski-882-3586 zblewskid@evansville.k12.wi.us
- Gustavo Chaviano-882-3585 chavianog@evansville.k12.wi.us



116 Gatlin Avenue
Orlando, FL 32806-6908
407/851-0060
800 327-2116
407/851-0071 Fax

EVANSVILLE HIGH SCHOOL BAND
Under the Direction of: *Doug Zblewski*
2015 SIX DAYS/FIVE NIGHTS DISNEY PERFORMING ARTS ONSTAGE PROPOSAL
REVISED: March 24, 2014

SUPER HOLIDAY TOURS will provide the following goods and services to and for each and every member of the **EVANSVILLE HIGH SCHOOL BAND'S** traveling party:

- * Five nights lodging at a Hampton Inn Hotel, Fairfield Inn or similar hotel
- * Deluxe Continental Breakfast will be provided at the Hotel each morning
- * One Four Day "*Disney Performing Arts OnStage*" *Starter* Admission Ticket to the **WALT DISNEY WORLD RESORT** including **MAGIC KINGDOM, EPCOT, ANIMAL KINGDOM** and **DISNEY'S HOLLYWOOD STUDIOS** (This is NOT a park hopper ticket; Based on acceptance for performance)
- * **Disney Performing Arts OnStage Souvenir** for each performer and Director only
- * **Four (4) Disney Dining Cards** valued at **\$15.00** each for use at any Disney Dining Location
- * **Pizza Dinner** on arrival day
- * Admission to **KENNEDY SPACE CENTER**
- * Visit **COCOA BEACH** including **BEACH COOKOUT**

SUPER HOLIDAY TOURS will provide the following additional goods and services to and for the **EVANSVILLE HIGH SCHOOL BAND**:

- * Exclusive Services of a **SUPER HOLIDAY TOURS REPRESENTATIVE** while in Orlando
- * **Bus Driver Room** while in Orlando including late check-out (one room for every 50 paid passengers)
- * **One (1) DIRECTOR PACKAGE FREE** (Must have a minimum of 100 paying)
- * **One Double Package FREE** for every 25 paying (26th person Free)
- * **Primary, no deduction, accident and illness Insurance up to \$2,500.00**
- * **Liability Insurance Coverage**

Mission Statement

We are committed to providing our clients a positive travel experience by dedicating ourselves to the highest quality of service. We will achieve this by listening to our clients' needs and through our attention to detail.



EVANSVILLE HIGH SCHOOL BAND
DISNEY PERFORMING ARTS WORKING PROPOSAL SUBMITTED BY SUPER HOLIDAY TOURS
PAGE TWO

YOUR PER PERSON PACKAGE PRICES (Based on 100 paying passengers)

QUAD OCCUPANCY:	\$569.00
TRIPLE OCCUPANCY:	\$615.00
DOUBLE OCCUPANCY:	\$715.00
SINGLE OCCUPANCY:	\$969.00

Proposal prices are subject to change based on final number of participants and actual travel dates.

** THE PRICES QUOTED ARE BASED UPON THE GROUPS ACCEPTANCE TO PERFORM AT WALT DISNEY WORLD AND PURCHASING THE DISNEY PERFORMING ARTS ONSTAGE ADMISSION TICKET PACKAGE. THIS PACKAGE IS OFFERED TO THE DIRECTOR AND ALL PERFORMING MEMBERS IN THE GROUP. ADULTS TRAVELING IN AN OFFICIAL CHAPERONE CAPACITY WITH THE GROUP CAN PURCHASE TICKET PACKAGES AT THE STUDENT RATE PROVIDED THE NUMBER OF ADULTS DOES NOT EXCEED THE TOTAL NUMBER OF PERFORMING STUDENTS CONFIRMED. IF THE NUMBER OF OFFICIAL ADULT CHAPERONES EXCEEDS THE NUMBER OF STUDENTS, FRONT GATE ADMISSION TICKETS WILL BE AVAILABLE FOR THESE ADDITIONAL ADULTS.

Upon verbal acceptance of a final tour package and itinerary, a contract will be sent to you stipulating all package inclusions, payment schedules and cancellation policies. Reservations will not be confirmed until the signed contract and initial tour deposit is received into our office. Please be advised that whether or not you choose to sign and return the contract, payment of monies toward this package implies acceptance of the terms and conditions of the agreement and your group will be held accountable.

NOT INCLUDED IN PRICES:

• **TRANSPORTATION TO AND WHILE IN ORLANDO**

When booking your own motorcoach Your vehicles are responsible for providing all transportation services during your trip. Please review your agreement with the Bus Company. You may be responsible for tolls, parking fees and fuel surcharge. Bus Drivers will **NOT** receive complimentary meals or attraction tickets.

WE CUSTOMIZE ALL PACKAGES! ASK YOUR SALES REPRESENTATIVE ABOUT ADDING OR DELETING ROOM NIGHTS, MEALS OR ATTRACTIONS!

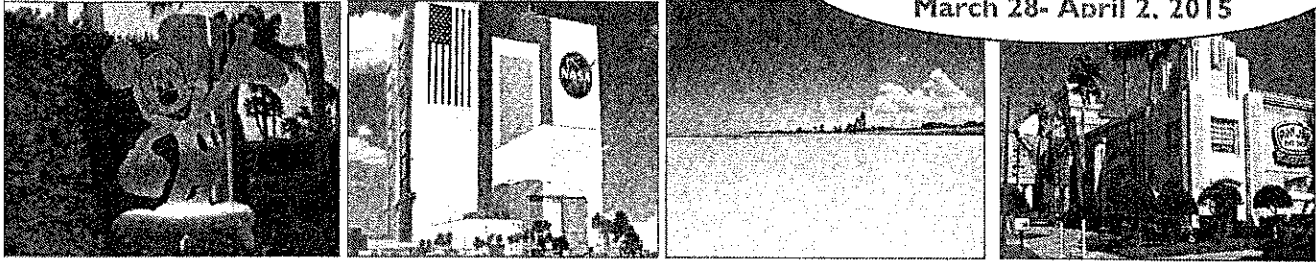
"SUPER HOLIDAY TOURS" is registered with the STATE OF FLORIDA as a Seller of Travel. Registration No. 13558

EVANSVILLE HIGH SCHOOL BAND & CHOIR

Presented by: **Good News Tour & Travel, Inc.**

FLORIDA

March 28- April 2, 2015



SIX Day/FIVE Night **FLORIDA** Motorcoach tour is available, as of 02/09/2014, per person at:
\$850 Quad \$890 Tpl \$970 Dbl for 100 paying students & 10 complimentary -2-56 pax coaches
\$925 Quad \$965 Tpl \$1049 Dbl for 120 paying students & 20 complimentary -3-56 pax coaches
Complimentary passes @double occupancy. 2 FULL 56 pax coaches w/DVD OR 3-56 w/empty seats.

INCLUDED FEATURES OF YOUR TOUR

ACCOMMODATIONS: THREE Nights in a Florida area hotel and TWO Overnights on the Coaches

MUSICAL: One Disney Music Workshop "*It's Instrumental*" or "*Let's Sing*"
One Disney Theme Park Parade Performance for Band (pending audition acceptance)
One Disney Theme Park Performance for Choir (pending audition acceptance)

SIGHTSEEING: Fun in the sun at Cocoa Beach or other ▪ Ron Jon's Surf Shop
3-Day/3 Park: Disney World Passes -NON-hopper
(*Magic Kingdom, EPCOT, Hollywood Studios, OR Animal Kingdom*)
Evening Parades and fireworks in Theme Parks
Universal's City Walk ▪ NASCAR Sports Grill

NINE INCLUDED MEALS: 3 Breakfasts, 3 Disney Meal Vouchers, 1 BBQ Lunch & 2 Dinners
(1 meal is @ Theme Dinner Theater - *Capone's~ Sleuths Mystery~ Medieval Times*)

ADDITIONAL TOUR INCLUSIONS:

- ♦ Detailed Time-Tables on Itinerary
 - ♦ Resource Guide for Travel Planning
 - ♦ Taxes on Included Items
 - ♦ Luggage Tag per Participant
 - ♦ Director Gift
 - ♦ Recognition Award
 - ♦ Tour Coordinator Services on Tour
 - ♦ Group and Motorcoach Liability Insurance Coverage
 - ♦ Consumer Protection Plan & Terrorism Coverage
- (Additional fuel surcharges/taxes after contract will be passed on to group)

OPTIONAL ADDITIONS: Step on Guide ▪ Festival Opportunity ▪ Disney Group Picture \$15+ ▪ DVD \$12+
Private Hotel Security \$6-7pp ▪ Driver & Rep Tips at Groups Discretion ▪ 3 day Hopper \$22pp
Personal Travel Insurance (additional expense) ▪ See attraction sheet for other options



Good News Tour & Travel

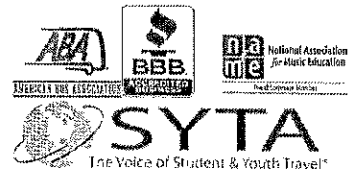
Your Group Tour Professionals

649 Smith Avenue South, Suite 103

St Paul MN 55107

651-487-0661 F: 651-488-6559

www.gntt.travel



THIS IS THE FINAL ITINERARY FROM THE 2009 BAND/CHOIR TRIP

Evansville High School Band/Choir New York City

FINAL Itinerary - March 28 - April 1, 2009

LOADING INFORMATION, Friday, March 27

11:00PM Students Arrive at Evansville High School for luggage search

DAY ONE: Saturday, March 28

12:15A Motorcoaches arrive at **Evansville High School** to load.
A Good News Tour & Travel Tour Coordinator will accompany your tour.
1:00A **Depart**; travel through Illinois, Ohio, Indiana and Pennsylvania. Breakfast, Lunch & Dinner stop (own expense) during travel.
Reminder: Change your clocks forward one hour in Indiana.
7:30-8P Check-in at **Comfort Inn**-heart of the Poconos; Bartonsville PA; home for 1 night.
Phone: 570-476-1500 . Enjoy leisurely evening in hotel.
11P-5A **Hotel security guard** will monitor the halls where students sleep.

DAY TWO: Sunday, March 29

5:30A Check out of the hotel; take all belongings. Load all luggage
6-6:15A **Deluxe Continental Breakfast Included**, (grab and go to coaches).
6:15A Depart hotel for final leg of travel into New York City
8:15A-12:30P Arrive at street set to see final minutes of Today show in **Rockefeller Center**. Visit **NBC Studio Store**. Shop along **5th Ave**. Visit **St. Patrick's Cathedral**. Lunch (own expense) in Rockefeller's Food Court
1-3:00P **106+1 Visit the Metropolitan Museum of Art**
1:35/1:50-3P **50 Tour Radio City Music Hall**. (will have extra time in Rockefeller Center before tour)
3:30-5P Visit **Top of the Rock**; see the dazzling lights of New York City as the sunsets.
5:15-6:45P **Included Dinner at Bubba Gump Shrimp Company** in Times Square.
6:45-8P Free time in Times Square to shop and explore. Depart NYC @ 8P
9-9:30P Check-in at **Country Inn & Suites**; 100 Glimcher Realty Way, Elizabeth NJ.
Phone: 908-282-0020. This is home for 2 nights. Enjoy the hotel amenities.
11:45P-5A **Hotel security guard included nightly** to monitor the halls where students sleep.

DAY THREE: Monday, March 30

6:00-7:00A **Deluxe Continental Breakfast included at the hotel. Depart 7:15A**
8:30-11:30P Learn about New York City on a **city tour with step-on guide**. Wear walking shoes as you'll get "up-close and personal" with NYC. Walk into Central Park to visit **Strawberry Fields**, drive through **Harlem**, past the **Apollo Theater**. Learn about neighborhoods in New York such as **SoHo, Greenwich Village or Chinatown**.
11:30-12:30P Return to Lincoln Center for Lunch (own expense) nearby.
12:30P Arrive at Lincoln Center to meet with the Entertainment Coordinator
1-2:00P **Evansville HS Band performs on the Plaza at Lincoln Center**
2:30-5:00P Shopping time in Times Square prior to dinner.

- 5-6:00P **Dinner included at Dallas BBQ** in the Times Square area.
 6:15P Group picture in Time Square (\$15 additional).
 (Tour DVD included for students & director at no cost)
 7:30P Arrive **Majestic Theatre**, 247 West 44th St
 8-10:30P Attend the Broadway play "**Phantom of the Opera**".

DAY FOUR: Tuesday, March 31

- 6:00-7:00A **Deluxe Continental Breakfast included at the hotel.**
 Check out of your hotel; take all belongings. Load: 7:00A Depart:7:30A
 8:30A Arrive at **Liberty State Park**, NJ to get in line for ferry
 9:30A Depart on 1st ferry to **Liberty Island** via **Ellis Island**. Remain on ferry, continue to
Liberty Island to visit the **Statue of Liberty**. Arrive 10:10A While on the ferry
 or Liberty Island is a great opportunity to take photos of the Manhattan skyline
Lunch voucher included to bring food onto ferry during return to **Battery Park**.
 11:25A Depart on ferry (Battery Park), remain on ferry at Ellis Island, continue to Battery
 Park.
 12:00P **Divide into small groups: Walk thru Lower Manhattan's Battery Park.**
Remain with your group—walk to **South Seaport** beginning at the "bull" on Broadway,
 follow Broadway north to **Trinity Church**; On **Wall Street** see **Federal Hall** where
 a statue of George Washington commemorates where he took the Presidential
 oath. See the **NY Stock Exchange Building**. Return to Broadway; continue north to
St Pauls Church.
 12:30P **Evansville Choir** arrives at St Paul's Church on edge of Twin Towers Site to prepare.
 1-1:30P **Evansville High School Choir** sings at **St Paul's Church** after the prayer service.
 (Arranged by Good News Tour & Travel)
 1:30-2:30P Return to **Twin Towers Memorial site** for photo op. Continue to **South Seaport** to
 meet coaches parked under the highway.
 3-4:00P Shopping time in **Chinatown** then continue to Times Square.
 5:00P **Dinner included at Ellen's Stardust Diner** where the wait-staff entertain.
 6:30P 49+1 Arrive **Lunt Fontaine Theatre**, 205 W.46th St; "**The Little Mermaid**" @7-9:40P
 7:30P 44 Arrive **Wintergarden Theatre**, 1634 Broadway for "**Mamma Mia!**" @ 8-10:30P
 7:30P 63+1 Arrive **Astor Place Theatre**, 434 Lafayette St, Soho; "**Blue Man Group**" @ 8-10P
 Groups meet in Times Square when all Shows are done.
 11P Depart New York City. Travel overnight on the motorcoach.

DAY FIVE: Wednesday, April 1

Travel throughout the day with 2 meal stops (own expense) while heading west.
Reminder: Change your clocks back one hour in Indiana.

- 5-5:30P ETA arrival at your school.

**KEEP THIS COPY FOR
YOUR RECORDS**

SPRING BREAK 2013

**KEEP THIS COPY FOR
YOUR RECORDS**

**Evansville High School Band/Choir Tour
New York City, NY**

Payment Contract

This contract has been designed by the Evansville High School Music Department in accordance with EHS policy. The importance of a firm commitment at the earliest time possible ensures the cost of the trip will stay the same and not cause the conflict of a price increase just prior to our departure. Hotel reservations also need to be booked at the earliest possible date. New York is a popular destination for groups our size-hotels fill up fast. Our tour company will base the cost on the number of participants and buses requested. If someone would pull out of the trip for whatever reason, the rest of the group would have to pick up the cost of the student not attending. Therefore we feel it is important that you understand and agree to a commitment through participation and payment. It is the responsibility and commitment of every student to stay academically eligible throughout the entire year. Students will not be allowed to participate in the tour if they are academically ineligible at the end of the 1st semester of the 2012-2013 school year. Students will not be allowed on the trip if they violate any school policy regarding, drinking, drugs, or other infractions that may affect student safety anytime during the 2012-2013 school year. The directors have the right to not allow any student to attend the trip if they exhibit behavior in the classroom that is not conducive to learning which may include but are not limited to rude behavior, insubordination, disrespect, bullying. Full payment is not guaranteed to be refunded in the case of these school violations or if you back out of the trip anytime next year. Directors also reserve the right to pull any student from the trip if payments are not made on time. Students must be in band or choir the semester prior to a trip year to be eligible to participate.

We make the commitment to participate in the 2013 New York City music tour in accordance with the EHS Co-Curricular Code. We have read and understand the above paragraph. We furthermore understand the importance of the payment schedule and will meet the payment deadlines. This contract will bind us to full payment, participation and compliance with school policy regarding the items mentioned above. We also understand that the final numbers will be based upon signed contracts. Because of the limited number of buses and required chaperone-to-student ratio there is a possibility that students may not be allowed to add to the trip after the end of the 2011-2012 school year.

Student Name(printed) _____
Student Name(signed) _____ Date: _____

(if applies):
2nd Student Name(printed) _____
2nd Student Name(signed) _____ Date: _____

Parent/Guardian Name(printed) _____

Parent/Guardian Name(signed) _____ Date: _____

**KEEP THIS COPY
FOR YOUR
RECORDS**



PERMISSION TO TRAVEL

Each student must complete this form and return it to the director/educator in order to participate in the tour.

I hereby give _____ / _____ the permission
(Student's Name-please print clearly) (2nd Student's Name-please print clearly-if applies)

to travel with the Evansville High School Band and Choir to New York City on Sunday, March 31st through Thursday, April 4th 2013.

In consideration of the opportunity for the Student listed above to participate and fully recognizing that such an undertaking involves an element of risk, I assume all risks and hazards incidental to such participation and do hereby release, absolve, indemnify, and agree to hold harmless Evansville High School, Good News Tour and Travel Company, its agents, employees and officers, and the chaperones, leaders, organizers and sponsors, and persons transporting the Student to and/or from these activities. Evansville High School, Good News Tour and Travel Company, nor any said persons, neither shall be held financially responsible for any stolen personal property, injury, or death incurred as a result of the said student being negligent in their actions. The rules and regulations have been clearly given to each student and they are responsible for following those rules and regulations.

It is expressly understood that in the event the Student becomes involved in any activity which would involve some type of punitive action, the directors have the discretion of sending the student home at my expense. I further understand that a director would contact me before taking action.

Furthermore, Good New Tour and Travel Company will act only as an agent for tour members in arranging room accommodations, transportation, sightseeing, meals, performances, festivals, and clinics. Good New Tour and Travel Company reserves the right to change the itinerary as circumstances dictate, and is not responsible to any person or institution for loss of time and money or eventualities resulting from occurrences beyond reasonable control, such as but not limited to airline delays or transportation breakdowns.

I, the undersigned, have read this release and understood all its terms and execute it voluntarily and with full knowledge of its significance. _____

(Parent/Guardian-Please Print)

(Signature of Parent/Guardian)

Home Phone: _____ / Work Phone _____

Cell Phone: _____



EVANSVILLE HIGH SCHOOL BAND/CHOIR TRIP

New York, NY

Sunday, March 31st through Thursday, April 4th, 2013

CONSENT TO SEARCH POLICY

This document is intended for the purpose of notifying EHS band/choir students participating in the New York City Music Tour and/or their parents/guardians of the right to search any items belonging to the Evansville School District, at any time, without notice and without consent of the student or the parents/guardians.

The Evansville High School Band and Choir are planning a trip to New York City which will take place from Sunday, March 31st through Thursday, April 4th 2013. Those participating will include band members, choir members, the band instructor, the choir instructor and chaperones. Students participating in the trip will be bringing their formal wear and/or uniform, and either their own band instrument or a school-owned instrument (in appropriate instrument case). In addition, students will bring their own personal items including suitcases and backpacks. The formal wear, uniforms, school-owned instruments and cases are property of the Evansville School District and at no time does the District relinquish its exclusive control of said band/choir items that are provided for the convenience of the students. School authorities may conduct, for any reason, periodic general inspections of said band/choir items, without notice and without student consent.

In addition to the above described band/choir items to be brought along on the trip to New York, NY, the School District recognizes that students will also be bringing personal suitcases, backpacks and other personal items.

The student's participation in the trip is voluntary. Not all band and choir students will be going on the trip. As a condition of going on the trip, the student and parent (if the student is under the age of 18) agree as follows:

1. The student's suitcase(s), backpack(s), or any other item in the possession of the student may be searched by a school official prior to boarding the bus upon departure. Said items will be searched by a female chaperone for female students and by a male chaperone for male students.
2. The student and/or parent/guardian further agrees that once the trip is commenced, if school officials and/or chaperones on the trip have reasonable suspicion to believe that the student has contraband and/or illegal materials and/or substances in his/her possession and/or has reasonable suspicion to believe that the student has committed a violation of the law and/or of school policy, the student and his/her luggage, including personal belongings, will be subject to a search. If necessary, appropriate police officials in the local jurisdiction will be contacted to assist in/or conduct the searches.

I have read the above notice concerning my participation or the participation of my child on the Evansville High School Band and Choir trip 2009, and I understand the extent of any searches that may be made and hereby give consent to searches being made as set forth above.

Dated this _____ day of _____ in the year _____.

Print Student Name

Student Signature

Print Parent/Guardian Name

Student's Parent or Legal Guardian Signature
(If student is under age 18)

New York City 2013 Chaperone Application

Music tour chaperones are needed to help guide and take care of the students on the trip. In many ways, this is not a vacation for the chaperone. They are in charge of a small group of students as well as the entire group during the duration of the trip. Bus supervision, student checks, enforcing school policies, bed-check, staying up late in the hotel are some of the duties of a chaperone. Chaperones will not be allowed to drink alcoholic beverages while on the trip as they are looking out for the well-being of all students and must be able to make rational judgments when dealing with students or directors. Only parents or guardians of students going on the trip will be considered.

This year we will be looking for approximately 15-20 chaperones depending on how many students go. Our mandatory ratio of chaperone to student is 10 to 1. Much like other trips, we may not be able to take everyone's request. We must also have a ratio of male and female chaperones depending on the student gender count. We thank you for your interest and look forward to working with all of you.

*Please understand that background checks will be completed on every chaperone going on the New York City 2013 Trip per school district policy.

Name(please print)_____

Student(s) name in music program(please print)_____

Relation to student(s)_____

Have you been a chaperone for a high school band/choir tour in the past? Yes No

If so indicate which trip(s)_____

Do you have medical experience? Yes No

If Yes please explain:

**PLEASE RETURN THIS APPLICATION ALONG WITH YOUR
STUDENT(s) CONTRACT AND PAYMENT by JUNE 5th**

Evansville High School

Alternative Education Program:
ECSD School Board Proposal
April 9, 2014

Presenters

- **Scott Everson**
– EHS Principal
- **Mike Czerwonka**
– District Social Worker
- **Kim Katzenmeyer**
– Special Education Teacher
- **Matt Smith**
– Special Education Teacher

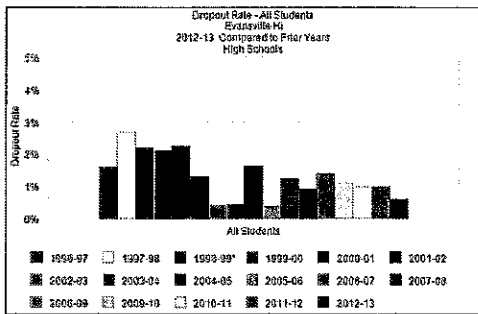
Alt Ed Committee

- | | |
|--|---|
| • Scott Everson
– EHS Principal | • Mike Czerwonka
– District Social Worker |
| • Meaghan Hannibal
– School Psychologist | • Kim Katzenmeyer
– Special Education Teacher |
| • Jerry Roth
– ECSD District Administrator | • Matt Smith
– Special Education Teacher |
| • Vaunce Ashby
– ECSD Director of Student Services | |
| • Bob Flaherty
– JCMMS Principal | |
| • Paula Landers
– Director of Instruction | |
| • Brian Cashore
– EHS Associate Principal | |

WHERE WE STARTED?

- Historical perspective in our district
- Recognized the need to plan for an alternative education approach
 - GED02 implemented for 2013-2014 school year
 - Continual planning for comprehensive Alternative Education Program throughout 2013-2014
 - Plan for Implementation for 2014-2015 school year
- Investigated alignment of standards (common core) to various instructional approaches
 - What would be appropriate for students with disabilities?
 - What would be appropriate for our At-Risk students (given At-Risk behavior/academic traits)
- Visited various alternative education programs --
 - Rock River Alternative Program in Janesville
 - TAGDS Alternative Program in Janesville
 - Crossroads Alternative Program in Ft. Atkinson
 - MECAS Alternative Program in Milton

Why is this program necessary?



Needs: At-Risk Student Traits

- Different learning modality
- School anxiety/disengaged learners
- ATODA issues
- Truancy
- Personal/social issues
- Emotional/behavioral issues
- Mental health issues
- Lower academic performance in traditional setting
- Lower achievement on standardized reading/language; math

What does the program look like?

- Alternative learning options available for an EHS student

- "Day in the life" of an Alt Ed student
 - Day to day operations
 - Weekly schedule

Types of Instructional Strategies

- Computer-based
- Group work
- Teacher-led small group/individual instruction
- Ongoing, frequent coaching and feedback
- Variety of assessment approaches
- Textbooks/worksheets; literacy emphasis
- GEDO 2

Work Programs

- Employability skills
- On-the-job training
- Work-based academic instruction
- Volunteer work

EHS Alternative Program is:

- Practical, application emphasis
- Something different
- Hands-on projects
- Community-based involvement
- Flexible academic approach
- Competency-based
 - To teach and to learn

• “Traditional” vs. Alt Ed
Competency Model

(Example competencies)

Social Studies: Branches of Government

- I. Make a visual representation of the Branches of Government
 - A. Research the different branches of government
 - B. Research the different levels of Government
 - C. Create a comprehensive, detailed posterboard on the branches of government; present it
 - D. Watch video "Can Anyone Name the Three Branches of Government?"
- II. Visit Government Buildings & Offices
 - A. Visit the State Capital
 - B. Visit the County Government
 - C. Visit the Municipal Building
- III. Write a reflective essay on the role of the government in protecting its citizens
 - A. Discuss: What is our government? And what and why are there different branches of Government?
 - B. Discuss: Why are there different levels of government?
 - C. Discuss: How does the government affect you?
 - D. Discuss: What can we do to improve our government?

Math: Area, Perimeter, & Volume – Floor Plan

- I. Drawing floor plans (minimum of 2 rooms)
 - A. Area of each room
 - B. Percent of room which is windows/doors
 - C. Figure the Perimeter, Area, and Volume of each room
- II. Career Linkage
 - A. Visit a construction site/job shadow
 - B. Interview construction workers
- III. Write a summary report of your project
 - A. Introduction
 - B. Body
 - C. Conclusion

English: Short Story Writing

- I. Story writing
 - A. Student reads a short story.
 - B. Student analyzes the parts to a short story.
 - C. Student outlines his/her own 'creative' short story.
 - D. Short story written
- II. National versus International Short Stories
 - A. Student reads a short story from International Literature Anthology
 - B. Student reads a short story from American Literature
 - C. Discuss with Instructor: "Compare and contrast various literature bases"
- III. Career Linkage
 - A. Student job shadows or visits a local newspaper
 - B. Student interviews editor or newspaper staff
 - C. Student completes a Job Shadow Interview Sheet or writes a 1/2-1 page summary
- IV. Student writes a short summation essay on the process of writing a short story

Science: Conservation & the Environment

- I. Compile a data log of soil and water quality in and about Evansville
 - A. Research existing air, soil, and water quality data in Rock County
 - B. Research existing air, soil, and water data in Evansville
 - C. Take soil pollution samples of 8 different locations in and about Evansville
 - D. Take water samples of 8 different locations in and about Evansville
- II. Locate, research, and visit local conservancy highlights
 - A. Research status of local conservancy movements
 - B. Visit arboretum at UW-Madison
- III. Complete Packets on Conservation & Planning Development
 - A. Evansville Growth Plan
 - B. Planning for Disaster Plan
- IV. Career Linkage
 - A. Job Shadow or Visit with a Department of Natural Resources warden
 - B. Interview Staff
- V. Present findings via Oral Report/Discussion to Science Teacher

Indirect Curriculum

- Emotional health
- Personal Social Skills
- Employability Skills
- Independent Living

Program Considerations

- Location
- Staffing
- Materials (copy machine access, computers, curriculum materials, desks/tables, stove/fridge)
- Transportation
- Number of clients (students)
- Policy changes (attendance, diplomas, transcripts)
- Program Guidelines (student accountability, admissions process, attendance, behavior, progress monitoring, senior project)
- Community buy-in (places for the kids to work and gain valuable experience)

Future Considerations?

- Location – Should we consider an off-campus location; cost?
- Transportation – Should we consider purchasing another district vehicle
- Clients – Should we open up slots to neighboring districts
- Program Guidelines – Continual assessment of guidelines and continual improvement process
- Community involvement – Should we expand community experience into Janesville, other neighboring communities
- Staffing – Additional depending upon growth?

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Food Service Request for Proposal (RFP)
Date: March 31, 2014

Below is a revised timeline for the food service RFP process. The RFP document has been approved by DPI and will be sent to vendors on March 31. The RFP review committee will be Joan Wick, Linda Gard and me. Please let me know if you have any questions.

3/24/2014 – Email sent to 17 food service management companies announcing RFP

3/26/2014 – RFP Notice published in the Review – (required)

3/31/2014 – DPI approved RFP document

3/31/2014 – RFP document is sent to all interested companies (5 companies)

4/7/2014 – Companies issue questions to District about RFP

4/8/2014 – District acknowledges receipt of questions to be answered at pre-bid meeting

4/11/2014 – Pre-bid meeting for all companies intending to submit RFP

4/25/2014 – RFP due to District by 2:00 p.m.

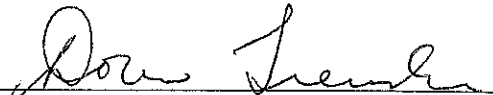
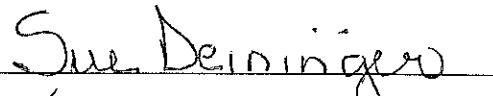

4/30/2014 – Recommendation to BOE to award contract

OFFICIAL
Tabular Statement of Votes Cast
EVANSVILLE COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD ELECTION TOTALS
April 1, 2014

Four Open Seats – Vote for Four – The Top Three Seats Will Serve For Three Years and the Fourth Seat Will Serve For a One Year Term	BROOKLYN	CENTER	EVANSVILLE	JANESVILLE	MAGNOLIA	PORTER	RUTLAND	UNION	Total Votes
Melissa M. Hammann	5	42	395	9	24	26	2	82	585
Mason C. Braunschweig	2	23	377	9	20	26	0	74	531
Amanda Koenecke	5	36	404	7	22	15	1	92	582
Zachory T. Beaver Sr.	4	24	238	4	17	13	1	35	336
John Rasmussen	7	50	383	9	28	31	0	93	601
Kathi Swanson	4	49	396	9	23	30	1	98	610
Write Ins	0	0	7	0	5	0	0	3	15

Certification

We certify that the above list contains the results of persons voting at the election held on **April 1, 2014**, and that it contains all the information about the electors required by law. We further certify that this list is true, correct, and complete.

UNOFFICIAL
Tabular Statement of Votes Cast
EVANSVILLE COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD ELECTION TOTALS
April 1, 2014

Four Open Seats – Vote for Four – The Top Three Seats Will Serve For Three Years and the Fourth Seat Will Serve For a One Year Term	BROOKLYN	CENTER	EVANSVILLE	JANESVILLE	MAGNOLIA	PORTER	RUTLAND	UNION	Total Votes
Melissa M. Hammann	5	42	395	9	24	26	2	82	585
Mason C. Braunschweig	2	23	375	9	20	26	0	74	529
Amanda Koenecke	5	36	402	7	22	15	1	92	580
Zachory T. Beaver Sr.	4	24	238	4	17	13	1	35	336
John Rasmussen	7	50	381	9	28	31	0	93	599
Kathi Swanson	4	49	394	9	23	30	1	98	608
Write Ins	0	0	7	0	5	0	0	3	15

Certification

We certify that the above list contains the results of persons voting at the election held on **April 1, 2014**, and that it contains all the information about the electors required by law. We further certify that this list is true, correct, and complete.

**Citizens Advisory Committee
Recommendations to the ECSD Board of Education
March 12, 2014**

Based on the results of the survey and the study done by the Citizens Advisory Committee (CAC), the Committee recommends the following:

- That the Board of Education (BOE) forward the survey data to the BOE Communication Committee for further action. The survey contains relevant information on:
 - a. How the community prefers to receive information
 - b. A variety of content that should be used to educate the community and District employees
- That the BOE forward the survey data regarding gap analysis of programming and student opportunities to the Administrative Team for further action.
- That the BOE address the issue of attracting and retaining employees through the annual budget process. Rationale: While the community survey indicated support for attracting and retaining employees, the Committee recognizes that funding salaries/benefits through referendum creates a fiscal “cliff” at the end of the referendum. The unintended consequence of funding salaries/benefits through a short term referendum has the potential to create long term negative results of staff and/or program reductions.
- That the BOE address the following areas through referenda:
 - a. Curriculum
 - b. Safety and Security
 - c. Facilities
 - d. Technology

Although there are four areas, the CAC recommends that the BOE consider the following options:

Option 1 - Posing not more than three referendum questions to the community. For example, the BOE may consider combining safety and security with facilities as one question not to exceed the \$2.8 million amount in the community survey document. Timeline – September 9, 2014, suggested referendum election date.

Option 2 – Combining all categories into one referendum question.
Timeline –November 4, 2014, election date.

- That the BOE support the implementation of a 4K program.
- That the BOE consider proceeding with renovation or replacement of the middle school no later than the 2018-2019 school year.
- That the BOE forward the survey data regarding parent only responses and volunteer information to the Administrative Team for action.
- That the BOE consider repeating the parent only section of the community survey annually.

Possible Referendum Timeline

Board Meeting Dates	BOE Agenda Items
April 9	Discuss CAC Recommendations
April 30	Discuss Referendum, decide Yes/No
May 14	Discuss Referendum Strategies - number of questions, election date, tax impact Communication Committee develops referendum communication plan
June 11	Specific needs are approved and questions are determined, date of referendum is determined, communication plan is approved
June 25	Board passes resolution (70 days for Sept 9 election date)
July 16	Board passes / budget without referendum
August 13	Board passes resolution (70 days for Nov 4 election date)
August 27	
September 10	
Annual Meeting - September 24	One or two presentations
October 8	
October 29	Set one or two levies

EMPLOYEE HANDBOOK PROPOSED CHANGES FOR JULY 1, 2014

Name on Form	Employee Handbook Part	Page/Section/Section #	Policy Committee Agree to Change		Board Action	
			Yes	No	Yes	No
Kelly Mosher	Entire Handbook	Sub-On-Line to T.O.C.	3	0		
Kelly Mosher	Entire Handbook	Remove Policy #513-Personnel/Payroll Management	2	1		
Kelly Mosher	Entire Handbook	Remove Policy #522.8-Staff Dress	3	0		
Kelly Mosher	Entire Handbook	Remove Policy #529.3-Bereavement Leave	3	0		
Kelly Mosher	Entire Handbook	Remove Policy #529.45-Personal Leave	3	0		
Kelly Mosher	Entire Handbook	Remove Policy #534-Substitute Teacher	3	0		
Kelly Mosher	Entire Handbook	Remove Policy #536-Reduction in Work Force	3	0		
Gary Feldt	Part 1, All Employees	P 29/Section 5/5.01 - # pay periods	1	2		
Dave Kopf	Part 1, All Employees	P 29/Section 5/5.01 - # pay periods	1	2		
Beth Oswald	Part 1, All Employees	P 29/Section 5/5.01 - # pay periods	1	2		
Doug Schwenn	Part 1, All Employees	P 29/Section 5/5.01 - # pay periods	1	2		
Jerry Roth	Part 1, All Employees	P 29/Section 5/5.01 - # pay periods	2	1		
Kelly Mosher	Part 1, All Employees	P 33/Section 10 - Bereavement Leave - add language	3	0		
Kaye Crocker	Part 2, Certified Staff	P 43/Section 1.02 - IEP Mtgs	0	3		
Jerry/Doreen	Part 2, Certified Staff	P 53/Section 6/6.01, B 3 - clarify language	3	0		
Jerry/Doreen	Part 3, Support Staff	P 61/Section 1/1.01 - clarify language	3	0		
Kaye Crocker	Part 3, Support Staff	P 61/Section 1/1.03 - custodian night premium	0	3		
Jerry/Doreen	Part 3, Support Staff	P 70/Section 8/8.01, C 4 - Admin Ass't holidays	3	0		
Janie Sutherland	Part 3, Support Staff	P 75/Section 11.02/B - HRA for all	1	2		
Tina Thornton	Part 3, Support Staff	P 75/Section 11.02/B - HRA for all	1	2		
Brian Cashore	Part 5, Co-and Extra	New Section - coaches, tournaments	3	0		
Jerry/Doreen	Part 6, Substitute	P 85/Section 2.02 - remove substitute teachers	3	0		
Jerry/Doreen	Part 6, Substitute	P 87/Section 3 - substitute employees	3	0		
Kelly Mosher	Part 6, Substitute	P 88/Section 4 - section will be 3	3	0		
Doreen Treuden	Employee Acknowledgement	P 90 - clarify language	2	1		

EMPLOYEE HANDBOOK

The Evansville Community School District Employee Handbook is set by statutes and District policies. In case of a direct conflict between the Employee Handbook, and any specific provisions of an individual contract, the individual contract shall control.

Proposals regarding the Employee Handbook may originate from administration, the Board and/or employees. In all cases, proposed new or revised Employee Handbook sections shall state their potential contribution in furthering the mission of the District.

Board members shall be informed of and given the opportunity to participate fully in the discussion of each proposed new or amended section of the Employee Handbook. An Employee Handbook section shall be adopted or amended after the Board has had three opportunities to read and discuss the proposals at successive Board meetings. Where implementation of a new or revised Employee Handbook section needs to occur prior to the next board meeting, the Board may approve the section of the Employee Handbook at the meeting where the first or second readings occur.

The Employee Handbook is intended to provide employees with information regarding policies, procedures, ethics, expectations and standards of the District; however, the Employee Handbook should not be considered all inclusive. Copies of Board Policies and the Employee Handbook are available in each administrative office to all personnel and are on the District website at www.ecsdnet.org/. It is important that each employee is aware of the policies and procedures related to his/her position. The rights and obligations of all employees are governed by all applicable laws and regulations, including, but not limited by enumeration to the following: Federal laws and regulations, the laws of the State of Wisconsin, Wisconsin State Administrative Code and the policies of the Evansville Community School District Board of Education.

The Employee Handbook shall be reviewed on a regular basis and updated as necessary.

Legal Ref.: Section 120.12(2) Wisconsin Statutes (School Board Duties)

Local Ref.: Policy #151- Board Policy Development

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please complete this form and return to the District Administrator Administrative Assistant in the District Office, prior to the first Policy Committee meeting in March. **Each suggested change needs to be on a separate form.** The Policy Committee will review all suggested Employee Handbook changes and forward the suggested changes to the Board of Education for review and approval at their April, May, and June Board meetings.

Employee/School Board Member Name: Kelly Mosher

Employee Handbook Part: Entire Handbook

Employee Handbook Page/Section/Section #: Sub-On-Line

Suggested Revision:

Remove: Sub-On-Line throughout handbook and replace with Teachers On Call (T.O.C.)

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Change in service

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Kelly Mosher

Employee Handbook Part: Entire Handbook

Employee Handbook Page/Section/Section #: Entire Handbook

Suggested Revision:

Remove any reference to:

Policy #513 - Personnel/Payroll Management

Policy was removed from Policy Manual on 9/11/13

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Update of Employee Handbook due to removal of policy.

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 kn

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Kelly Mosher

Employee Handbook Part: Entire Handbook

Employee Handbook Page/Section/Section #: Entire Handbook

Suggested Revision:

Remove any reference to:

Policy #522.8 - Staff Dress

Policy was removed from Policy Manual on 9/11/13

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Update of Employee Handbook due to removal of policy.

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES or NO ; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Kelly Mosher

Employee Handbook Part: Entire Handbook

Employee Handbook Page/Section/Section #: Entire Handbook

Suggested Revision:

Remove any reference to:

Policy #529.3 - Bereavement Leave

Policy was removed from Policy Manual on 9/11/13

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Update of Employee Handbook due to removal of policy.

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Kelly Mosher

Employee Handbook Part: Entire Handbook

Employee Handbook Page/Section/Section #: Entire Handbook

Suggested Revision:

Remove any reference to:

Policy #529.45 - Personal Leave

Policy was removed from Policy Manual on 12/11/13

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Update of Employee Handbook due to removal of policy.

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Kelly Mosher

Employee Handbook Part: Entire Handbook

Employee Handbook Page/Section/Section #: Entire Handbook

Suggested Revision:

Remove any reference to:

Policy #534 - Substitute Teacher Employment

Policy was removed from Policy Manual on 12/11/13

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Update of Employee Handbook due to removal of policy.

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Kelly Mosher

Employee Handbook Part: Entire Handbook

Employee Handbook Page/Section/Section #: Entire Handbook

Suggested Revision:

Remove any reference to:

Policy #536 - Reduction in Work Force

Policy was removed from Policy Manual on 9/11/13

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Update of Employee Handbook due to removal of policy.

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 KM

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please complete this form and return to the District Administrator Administrative Assistant in the District Office, prior to the first Policy Committee meeting in March. **Each suggested change needs to be on a separate form.** The Policy Committee will review all suggested Employee Handbook changes and forward the suggested changes to the Board of Education for review and approval at their April, May, and June Board meetings.

Employee/School Board Member Name: Gary Feldt

Employee Handbook Part: Part 1 / All Employees

Employee Handbook Page/Section/Section #: p. 29 / Section 5 / # 5.01

Suggested Revision:

Teachers will have the opportunity to request to receive their compensation in twenty-four (24) installments or in twenty (20) installments. Requests must be in writing to the Human Resources department and received on or before September 1st of the school year affected. Teachers receiving twenty-four installments will receive twenty-four equal payments. Teachers receiving twenty(20) installments will receive nineteen(19) payments based on a twenty-four installment plan. The twentieth(20) payment will be equivalent to the balance due them for the year's salary, stipends, and extra duty assignments, less required and requested deductions, paid on or before the last pay day of the fiscal year (approximately June 30th).
Per: Whitnall School District (Pay and Compensation) from their online handbook

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

This revision will promote a positive learning environment for all students and staff. It will reduce the levels of stress created by the 20 pay periods forced upon us and the difficult budgeting required because of it. A less stressed staff has a better outlook and opportunity to preform at a higher level everyday in the classroom. A satisfied staff creates a positive atmosphere where all students enjoy the opportunities to met all of the district objectives.

DISTRICT OFFICE USE ONLY

Form received: 3-17-14 km

Form reviewed by Policy Committee: 3.21.14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: \$10,000 - \$40,000

Legal Impact: The language change does not satisfy the Wis. Labor law language. There would need to be a 3rd choice offered of 20 pays divided by 20.

Board Approved: 2/26/14

**EVANSVILLE COMMUNITY SCHOOL DISTRICT
EMPLOYEE HANDBOOK PROPOSED CHANGE
Effective July 1, Of Each Year**

If you have a suggestion for an Employee Handbook change, please complete this form and return to the District Administrator Administrative Assistant in the District Office, prior to the first Policy Committee meeting in March. **Each suggested change needs to be on a separate**

form. The Policy Committee will review all suggested Employee Handbook changes and forward the suggested changes to the Board of Education for review and approval at their April, May, and June Board meetings.

Employee/School Board Member Name: Dave Kopf

Employee Handbook Part: 5

Employee Handbook Page/Section/Section #: Page 29, Section 5, Section 5.01

Suggested Revision:

Back to pervious way 24 pay periods

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Makes the ECSD employee feel like we belong and are appreciated by the district administrator and school board.

The ECSD employee is not just a budget line item on the business managers excel spreadsheet for the annual budget.

To help students discover their potential and develop a healthy self-image.

DISTRICT OFFICE USE ONLY

Form received: 3-17-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: \$10,000 - \$40,000

Legal Impact: Doesn't satisfy the Wis. Labor law language

HR/handbookapproved/suggested revisions form 2/26/14

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please complete this form and return to the District Administrator Administrative Assistant in the District Office, prior to the first Policy Committee meeting in March. **Each suggested change needs to be on a separate form.** The Policy Committee will review all suggested Employee Handbook changes and forward the suggested changes to the Board of Education for review and approval at their April, May, and June Board meetings.

Employee/School Board Member Name: Beth Oswald

Employee Handbook Part: Section 5, Pay Periods

Employee Handbook Page/Section/Section #: Section 501, 1. Payroll Cycle, A. School Year Employees: 1. teachers

Suggested Revision:

Salaried employees should be given the choice of either 20 or 24 pay periods annually, to be paid bi-monthly on the 10th and 25th of each month (September - June for those choosing 20 pays, or September - August for those choosing 24 pays).

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

In the spirit of its Mission Statement, if we want our district to play an "active partnership with families and the community" we must start with our own employees. Teachers' family budgets and their and economic impact in the community will likely suffer during the months they do not receive paychecks. As salaried employees, teachers should not have to feel economic hardship by being paid only during the school year, yet almost 78% have said that is the case with only 20 payroll dates. Salaried employee payroll should not be terribly costly to calculate or distribute through the required direct deposit process, as it is computerized. Additionally, the District Vision Statement calls for "Highly Effective Staff." Staff will likely be more effective if they are not financially stressed and can focus on what is important - teaching our students.

DISTRICT OFFICE USE ONLY

Form received: 3-13-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES or NO ; Action Date _____

Cost Impact and Amount: \$10,000 - \$40,000

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please complete this form and return to the District Administrator Administrative Assistant in the District Office, prior to the first Policy Committee meeting in March. **Each suggested change needs to be on a separate form.** The Policy Committee will review all suggested Employee Handbook changes and forward the suggested changes to the Board of Education for review and approval at their April, May, and June Board meetings.

Employee/School Board Member Name: Doug Schwenn

Employee Handbook Part: 1

Employee Handbook Page/Section/Section #: page 29/section 5/01

Suggested Revision:

All employees will be given the option to choose either the twenty (20) or the twenty-four (24) pay period cycle. Pay dates will be the 10th and 25th of each month.

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

This option will provide teachers with less external stress and allow for increase in morale. Teachers with less stress will be able to provide students with a better chance to achieve personal excellence and become contributing citizens of the world community.

DISTRICT OFFICE USE ONLY

Form received: 3-17-14 *ks*

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: \$10,000 - \$40,000

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please complete this form and return to the District Administrator Administrative Assistant in the District Office, prior to the first Policy Committee meeting in March. **Each suggested change needs to be on a separate form.** The Policy Committee will review all suggested Employee Handbook changes and forward the suggested changes to the Board of Education for review and approval at their April, May, and June Board meetings.

Employee/School Board Member Name: Jerry Roth

Employee Handbook Part: All Employees, Part 1

Employee Handbook Page/Section/Section #: pg. 29, Section 5.01

Suggested Revision:

Remove Part 1, Section 5.01

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Payroll processing is an internal operational function of the employer.

Processing payroll according to state and federal law is efficient and consistent for the District. Allowing a possible annual change to the way in which payroll is processed will result in increased costs to the District.

DISTRICT OFFICE USE ONLY

Form received: 3-14-14 jwr

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: If the District follows labor law for paying all staff members, there is no need for language.

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please complete this form and return to the District Administrator Administrative Assistant in the District Office, prior to the first Policy Committee meeting in March. **Each suggested change needs to be on a separate form.** The Policy Committee will review all suggested Employee Handbook changes and forward the suggested changes to the Board of Education for review and approval at their April, May, and June Board meetings.

Employee/School Board Member Name: Kelly Mosher

Employee Handbook Part: All Employees - Bereavement Leave

Employee Handbook Page/Section/Section #: Pg 33 Section 10

Suggested Revision:

Section 10 will now read:
1. Employees of the District hired after July 1, 2003, shall be allowed up to four (4) days leave per year with pay (not accumulative and not deducted from sick leave) in case(s) of death involving a member of the immediate family. The term "immediate family" shall be construed to mean spouse/domestic partner, children, parents, grandparents, grandchildren, brothers and sisters, in-laws and members of household.
Employees of the District hired before July 1, 2003, shall be allowed up to five (5 days) leave per year with pay (not accumulative and not deducted from sick leave) in case(s) of death involving a member of the immediate family.
2. Up to two (2) days of the above leave per year shall be allowed for individuals not listed above.
3. Employees who have exhausted their funeral/bereavement leave may request in writing from the District Administrator use of up to five (5) of their sick days as needed for funeral/bereavement leave.
Continued below in next box -

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Remove:
Pg. 56, Section 7.02, B - Funeral/Bereavement and in title
Pg. 72, Section 9.01, B - Funeral/Bereavement and in title

Language will be at the beginning of Employee Handbook - easier access to all as language is same

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please complete this form and return to the District Administrator Administrative Assistant in the District Office, prior to the first Policy Committee meeting in March. **Each suggested change needs to be on a separate form.** The Policy Committee will review all suggested Employee Handbook changes and forward the suggested changes to the Board of Education for review and approval at their April, May, and June Board meetings.

Employee/School Board Member Name: Kaye Crocker

Employee Handbook Part: Certified Staff

Employee Handbook Page/Section/Section #: Pg. 43 Section 1.02

Suggested Revision:

Teachers do not get paid for IEP meetings until 4:00 p.m. according to the Handbook. We pay teachers starting at 3:45 (end of their work day) for other work (i.e. mentor work, hourly work). It would be nice to have consistency for teachers and for payroll purposes.

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

N/A

DISTRICT OFFICE USE ONLY

Form received: 2.27.14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: Estimate \$384/yr to pay teachers for IEP's starting at 3:45pm

Legal Impact: _____

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

If you have a suggestion for an Employee Handbook change, please complete this form and return to the District Administrator Administrative Assistant in the District Office, prior to the first Policy Committee meeting in March. **Each suggested change needs to be on a separate form.** The Policy Committee will review all suggested Employee Handbook changes and forward the suggested changes to the Board of Education for review and approval at their April, May, and June Board meetings.

Employee/School Board Member Name: Jerry/Doreen

Employee Handbook Part: Certified Staff

Employee Handbook Page/Section/Section #: Pg. 53/Section 6/6.01 B 3

Suggested Revision:

should read:
ability and performance as a teacher in the District per documented evaluation and letters of discipline by supervisory personnel,

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

clarifying language

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES or NO ; Action Date _____

Cost Impact and Amount: None

Legal Impact: Better documentation in the event of legal action related to personnel issues.

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Jerry/Doreen

Employee Handbook Part: Support Staff

Employee Handbook Page/Section/Section #: Pg 61, Section 1, 1.01

Suggested Revision:

See attached

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Clarifying language

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 KH

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Section 1

HOURS OF WORK, WORK SCHEDULE, AND JOB DESCRIPTIONS

1.01 Notice of Assignment

Refer to Policy 545 – Support Staff Assignment for additional information

Each **school year** employee shall be issued an annual Notice of Assignment that shall be consistent with, but subservient to, this *Handbook* by June 1. The **Notice of Assignment** ~~letter of appointment~~ shall identify the employee, ~~the date of hire~~, the position(s) that the employee is employed for, the length of the work year, **and** the length of the work day, ~~the tentative starting and ending times of the work day, and the pay rate for the position.~~ This section shall not be construed as a guarantee or limitation on the number of **work days, the number of** hours per day or hours in a work week which may be scheduled or required by the District.

A new ~~letter of appointment~~ **Notice of Assignment** shall be issued **to all hourly employees upon hire and** in cases of transfers, promotions, demotions, and partial or full layoff/reduction in force. In the case of a change of assignment the employee shall be provided with at least five (5) calendar days' notice of the change of assignment, if practicable, as determined by the administration.

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Kaye Crocker

Employee Handbook Part: Support Staff

Employee Handbook Page/Section/Section #: Page 61 Section 1.03

Suggested Revision:

It would be nice to have the following language from the July 1, 2011 - June 30, 2013 Custodian Master Agreement in the handbook: Night Premium. All regular full time employees who have a scheduled starting time of 2:30 p.m. during the school year and 1:30 p.m. during the summer shall be entitled to a night premium rate of Forty Cents (\$.40) per hour over the classification rate for all hours worked.

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

N/A

DISTRICT OFFICE USE ONLY

Form received: 2-27-14 KC

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: Remaining "silent" on this issue allows the District flexibility in the future.

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Jerry/Doreen

Employee Handbook Part: Support Staff

Employee Handbook Page/Section/Section #: pg. 70/Section 8/8.01 C 4

Suggested Revision:

Administrative Assistants - remove last two sentences - The day before Christmas Eve Day will be a holiday if school is not in session. If school is in session, employees may choose a floating day when school is not in session.

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

This should not have been included; old language when had a different holiday (day before Christmas Eve Day). Administrative Assistants receive only 12 holidays.

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 kr

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: Language was contradicting - 13 days vs. 12 days

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Tina Thornton

Employee Handbook Part: Support Staff

Employee Handbook Page/Section/Section #: 11.02 Page 75 Retirement Benefits for Support Staff, Section B

Suggested Revision:

The retirement benefits (HRA funds) for the Educational Assistants, Secretaries, Clerks, and Technology Specialists and Food Service Hired Before July 1, 2013 should be changed to match the same retirement benefits for every other employee group in the district. Our district should treat all employee groups equally and not single out one group when employees from this group pay the same family rate for insurance as every other employee in the district. The districts rationale is that this group will receive a health insurance benefit of a single insurance rate, while all other groups receive a payout at a family rate? This seems to be discrimination to me?

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Benefits for all employees should be equitable and consistent. Treating all employees fairly will only help each employee to feel valued and in turn the district will be more apt to retain the best, brightest and most skilled workers at the duties they perform. School's would not have these positions if they were not needed in order to function properly, therefore people who work in these positions should not be excluded to the same benefits of all other employee groups, thus making them feel discriminated against. Our mission is to retain the best and brightest and this should be inclusive to all employee groups, regardless of their duties.

DISTRICT OFFICE USE ONLY

Form received: 3-14-14 KH

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: See attached

Legal Impact: Not aware of any legal impact at this time having different retirement language for hourly employees at 12 months vs. less than 12 months.

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Janie Sutherland

Employee Handbook Part: Support Staff

Employee Handbook Page/Section/Section #: Page 75/Section 11.02/Section B

Suggested Revision:

We need to ensure that all employees receive the same retirement (HRA) benefits, regardless of their position with the district.

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

This revision would match the mission of the district by allowing all positions to have equity and consistency. A employee should not be excluded based on their position when we could not function as a school without their roles and job responsibilities. As the policy currently exists, it seems discriminatory and exclusive, implying that these positions are not valued as much as others. Our mission is to be inclusive and this policy eliminates that objective.

DISTRICT OFFICE USE ONLY

Form received: 3-14-14 km

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: See attached

Legal Impact: _____

BUDGET IMPACT OF MAXIMUM RETIREMENT BENEFITS FOR SUPPORT STAFF

Months	H/S	Employee Group	Current State				Proposed State				
			#	Health Ins.	Unused Sick Payout	Total	Total per Employee Group	Health Ins.	Unused Sick Payout	Total	Total per Employee Group
12	H	Custodians	13.40	55,371	11,520	66,891	896,339	50,184	11,000	61,184	819,866
12	H	Administrative Assistants	7.80	75,611	11,146	86,757	676,705	66,912	11,000	77,912	607,714
10 to 12	H	Support Staff Level II	3.00		13,629	13,629	40,887	21,354	11,000	32,354	97,062
9	H	Support Staff Level I	31.75		11,839	11,839	375,880	21,354	11,000	32,354	1,027,240
9	H	Food Service	3.00		6,188	6,188	18,563	21,354	11,000	32,354	97,062
			58.95	130,982	54,321	185,303	2,008,374	181,158	55,000	236,158	2,648,943

Represents maximum benefit

BUDGET IMPACT OF MAXIMUM RETIREMENT BENEFITS FOR SUPPORT STAFF

Months	H/S	Employee Group	Current State				Proposed State				
			#	Health Ins.	Unused Sick Payout	Total	Total per Employee Group	Health Ins.	Unused Sick Payout	Total	Total per Employee Group
12	H	Custodians	13.40	55,371	11,520	66,891	896,339	66,912	11,000	77,912	1,044,021
12	H	Administrative Assistants	7.80	75,611	11,146	86,757	676,705	66,912	11,000	77,912	607,714
10 to 12	H	Support Staff Level II	3.00		13,629	13,629	40,887	66,912	11,000	77,912	233,736
9	H	Support Staff Level I	31.75		11,839	11,839	375,880	66,912	11,000	77,912	2,473,706
9	H	Food Service	3.00		6,188	6,188	18,563	66,912	11,000	77,912	233,736
			58.95	130,982	54,321	185,303	2,008,374	334,560	55,000	389,560	4,592,912

Represents maximum benefit

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Brian Cashore

Employee Handbook Part: Co-Extra-Curricular Staff

Employee Handbook Page/Section/Section #: New Section

Suggested Revision:

It is the intent of Evansville Community School District to provide our high school athletic coaches with the opportunity to attend WIAA state tournament events. The District will provide a substitute for the high school coach if employed by the District and tickets to the WIAA state tournament event for all high school coaches.

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

DISTRICT OFFICE USE ONLY

Form received: 3-17-14 kr

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: Current practice - all sports, all coaches, HS only

Legal Impact: _____

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Jerry/Doreen

Employee Handbook Part: Substitute and Seasonal Staff

Employee Handbook Page/Section/Section #: Pg 85/2.02

Suggested Revision:

Remove entire Section 2, as teacher substitutes are hired through Teachers On Call

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Change due to substitutes hired by Teachers On Call and not the District

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 kcr

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

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Employee/School Board Member Name: Jerry/Doreen

Employee Handbook Part: Substitute

Employee Handbook Page/Section/Section #: Pg 87, Section 3

Suggested Revision:

Would like:
- New title - Substitute Employees
- Remove support staff in entire Section 3
3.02 C. to read: Substitute Day: Administrator will determine the substitute's workday/schedule.

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Clarifying language as current Teachers On Call substitutes are hired for educational assistants only. Other substitutes hired through District include, food service, custodians, and administrative assistants.

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 jcr

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Kelly Mosher

Employee Handbook Part: Substitute and Seasonal Staff

Employee Handbook Page/Section/Section #: Pg. 88, Section 4

Suggested Revision:

Due to removal of Section 2, this section will become Section 3.

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

Employee Handbook update

DISTRICT OFFICE USE ONLY

Form received: 3-12-14 kh

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES ___ or NO ___; Action Date _____

Cost Impact and Amount: None

Legal Impact: None

Board Approved: 2/26/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT EMPLOYEE HANDBOOK PROPOSED CHANGE Effective July 1, Of Each Year

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Employee/School Board Member Name: Doreen Treuden, Business Manager

Employee Handbook Part: Acknowledgment Form

Employee Handbook Page/Section/Section #: page 90

Suggested Revision:

Remove the following sections from the form:
line 3, "and abide by the standards, policies and procedures defined or referenced in this document"
line 10, "Email notification regarding Handbook updates will be sent to all staff."
Change the following section to the form:
line 11, "understand that this Handbook does not constitute an employment contract and does not confer a property interest in my future employment and/or further benefits with the District beyond the term of my current contract (if any)."

How This Revision Furthers the Mission of the District (stated in policy #152, second paragraph, last sentence):

The change to line 3 is a suggestion from JoAnn Hart. Her concern is that the current sentence suggests a property interest or contract type language.
The change to line 10 is suggested because the Handbook is policy and we don't notify all employees by email for other policy changes.
The change to line 11 incorporates language suggested by JoAnn Hart.

DISTRICT OFFICE USE ONLY

Form received: 3-17-14 kw

Form reviewed by Policy Committee: 3-21-14

Board of Education Approval of Change: YES or NO ; Action Date _____

Cost Impact and Amount: None

Legal Impact: Language changes refer to recommendations
From legal counsel

Employee Acknowledgment

(To be signed and returned to the District Office)

I hereby acknowledge that it is my responsibility to access the *School District of Evansville Employee Handbook* online. My signature below indicates that I agree to read the *Handbook* and ~~abide by the standards, policies and procedures defined or referenced in this document.~~ It is also important to know that additional regulations, policies, and laws are in the *District's Board Policies*. The *Employee Handbook* and the *District's Board Policies* can be located on the District's website at www.ecsdnet.org.

The information in this *Handbook* is subject to change. I understand that changes in District policies may supersede, modify or eliminate the information summarized in this *Handbook*. As the District provides updated policy information, I accept responsibility for reading and abiding by the changes. ~~Email notification regarding Handbook updates will be sent to all staff.~~ I understand that this *Handbook* does not constitute an employment contract and does not confer a property interest in my **future employment and/or further benefits** ~~continued employment~~ with the District beyond the term of my current contract (if any). I understand that I have an obligation to inform the District Office of any changes in my personal information, such as phone number, address, etc. I also accept responsibility for contacting the District Office if I have any questions, concerns or need further explanation.

Printed Name

Signature

Date

Received in District Office on _____ by _____

Approved: January 11, 1988

343.42

Revised: April 13, 1998

Revised:

1st Reading: 12/11/13; 2nd Reading: 4/9/14

~~CO-OP WORK AND YOUTH OPTIONS PROGRAMS~~

~~All students shall be required to be in full-time attendance as defined by the Board of Education in Policy.~~

~~The Board shall make exceptions to the above statement for those high school students who are eligible for a school directed and approved Co-Op Work Release program. Students may participate in this local program in accordance with established guidelines.~~

Wisconsin's youth options program allows public high school juniors and seniors who meet certain requirements to take postsecondary courses at a UW institution, a Wisconsin technical college, one of the state's participating private nonprofit institutions of higher education, or tribally-controlled colleges. Approved courses count toward high school graduation and college credit.

~~Students who participate in the Wisconsin Youth Options program are also exempt provided they are enrolled in a Wisconsin Technical College, a school in the University of Wisconsin System, or a participating private college in Wisconsin.~~

Under youth options, a student does not pay for a college course if the school board determines the course qualifies for high school credit and is not comparable to a course already offered in the school district. If approved by the school board or designee, the student can receive both high school and college credit upon successful completion of the course.

Upon the pupil's request and with the written approval of the pupil's parent/guardian, any pupil who satisfies the following criteria may apply to attend a technical college for the purpose of taking one or more courses:

1. The pupil has completed the 10th grade.
2. The pupil is in good academic standing.
3. The pupil notifies the school board of his/her intent to attend a technical college under this subsection by March 1 if the pupil intends to enroll in the fall semester and by October 1 if the pupil intends to enroll in the spring semester.
4. The pupil is not a child at-risk, as defined in state statute.

A pupil enrolled in the 11th or 12th grade who is not attending a technical college may enroll in an institution of higher education for the purpose of taking one or more nonsectarian courses at the institution of higher education. The pupil shall submit an application to the institution of higher education in the previous school semester and shall notify the high school principal of that intention no later than March 1 if the pupil intends to enroll in the fall semester, and no later than October 1 if the pupil intends to enroll in the spring semester. The notice shall include the titles of the courses in which the pupil intends to enroll and the number of credits of each course, and shall specify whether the pupil will be taking the courses for high school or postsecondary credit.

Students who participate in these programs must comply with all the rules and regulations of the Evansville **Community School District**. Schools. Students who violate program and/or school rules may be subject to withdrawal from the program and ~~loss of the release privilege~~.

Legal Ref.: Sections 118.15(1)(d) Wisconsin Statutes (Compulsory School Attendance)
118.33 (High School Graduation Standards; Criteria for Promotion)
118.55 (Youth Options Program)
120.12(17) (School Board Duties)

Local Ref.: Policy #412.1 - Full-Time and Part-Time Student Status

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Jerry Roth, District Administrator
Re: Press Box Rebuild
Date: April 9, 2014

Attached you will find the estimated costs to rebuild the press box as a wood structure and as a block structure. To keep the project moving forward, I am requesting the Board of Education approve an amount to rebuild the press box as either a wood structure or block structure with the total project cost not to exceed \$116,015. Below is budget detail and insurance claim information for the \$116,015.

Insurance deductible – budgeted in 2013-2014	\$25,000.00
Claim allowance for structure - may increase	<u>\$40,301.25</u>
Total	\$65,301.24
Donations as of this date	<u>\$16,015.00</u>
Total	\$81,316.24
2014-2015 Capital Projects budget	<u>\$34,698.76</u>
Total	\$116,015.00

4/8/2014

Press Rebuild Costing as Quoted

Stick built

1. Excavating, R&K Excavating, 1250.00
2. Flatwork, Allen Flatwork, 1945.00
3. Foundation, Baumberger, 3800.00
4. Building materials, Nelson/Young, 22,788.76
5. Entry doors, City Glass, 1396.00
6. Windows, City Glass, 7900.00
7. Roof, Maly Roofing, 11,863.00
8. Fencing, Action Fence, 3552.96
9. Electrical, Buttchen Electric, 3926.00
10. Bleacher work, JW Industries, 8550.00
11. Construction contractor, Double D Builders, 25,027.60
12. Ships ladder for roof access (by shop class) 500.00
13. Hardware, fire ext. 2 main entry locksets. Etc. 1000.00

TOTAL: \$93,499.32

Block Built

1. Excavating, R&K Excavating, 1250.00
2. Flatwork, Allen Flatwork, 1945.00
3. Foundation, Baumberger, 3800.00
4. Building Materials, nelson/Young, 14,839.30
5. Entry Doors, City Glass, 1396.00
6. Windows, City Glass, 7900.00
7. Roof Maly Roofing, 11,863.00
8. Fencing, Action Fence, 3552.96
9. Electrical, Buttchen Electric, 3926.00
10. Bleacher Work, JW Industries, 8550.00
11. Construction contractor, Double D Builders, 12,775.50
12. Masonry/steel, Marty Lavory, 50,600.00
13. Ships ladder for roof access (by shop class) 500.00
14. Hardware, fire ext. 2 main entry locksets, etc. 1000.00

TOTAL: \$123,897.76

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Insurance Committee Recommendations
Date: April 2, 2014

The Insurance Committee held six meetings over the past several months to work on District insurance issues. Agenda topics included:

- Strategies to prepare the District for the impact of the Affordable Healthcare Act
- Insurance plan designs
- Carrier options
- Prioritized options to address insurance premium increases
- High deductible HRA plan review
- Wellness for employees
- Committed Fund Balance policy draft
- Health insurance for retirees

The major work of the Committee involves preparing a recommendation to the BOE to address insurance premiums for the next school year. The rate increase for the District health insurance plan (Dean) is 7.9% (\$160,052) and the rate increase for the District dental insurance plan (Delta) is 8% (\$27,319).

The Committee was given direction by the BOE in January to bring forth a recommendation that was within a 0-2% increase. The Committee is recommending the following changes for health insurance for the 2014-2015 school year to address the increase and the directive from the BOE.

- Employee health insurance contribution to premium increases from 9.56% to 11.75%.
 - Employee premium contribution for family will increase from \$121.22 per month to \$155.92 per month and employee premium contribution for single will increase from \$51.58 per month to \$66.35 per month.
- Dean plan design change to increase the emergency room co-pay from \$75 to \$150 and to increase drug coverage amounts from \$10/\$20/\$30 to \$10/\$30/\$50.
- Employee dental insurance contribution to premium increases from 5% to 11.75%.
 - Employee premium contributions for family will increase from \$7.79 per month to \$19.77 per month and employee premium contribution for single will increase from \$3.01 per month to \$7.65 per month.
- The District will offer a new vision plan on a voluntary basis offered by Delta Dental to be paid 100% by employees who desire the coverage. This will result in cost savings for the District Delta Dental plan of 1% of premium.

Should the BOE adopt the recommended changes to the health and dental plans, the cost increases for both plans will be reduced from \$187,371 to \$37,802. This increase represents a 1.5% increase to the 2014-2015 budget for health and dental insurance coverage combined.

I would like to thank the following members for their willingness to serve on the Committee. Their input in the process and decisions is very valuable.

Deb Arnold, TRIS Teacher
Mason Braunschweig, Board of Education
Deb Fritz, Levi Teacher
Jolene Hammond, TRIS Teacher
Bill Hartje, Retiree
Greg Kuelz, Associated Financial Group
Penny Messling, HS Teacher
Kelly Mosher, Administrative Assistant
Ivy Otto, Educational Assistant
Jerry Roth, District Administrator
Kathi Swanson, Board of Education
Doreen Treuden, Business Manager

MEMORANDUM



TO: ECSD Board of Education

FROM: Jerry Roth, Superintendent
Paula Landers, Director of Instruction

RE: Educator Effectiveness Coach and Mentor for Initial Educators
Compensation Recommendation

DATE: March 12, 2014

Educator Effectiveness Coach:

In the 2014-2015 school year Wisconsin public schools will be required to implement the Educator Effectiveness Model. This model consists of an evaluation of instructional practices through Teachscape and an evaluation of student achievement through the development and measurement of Student Learning Outcomes (SLOs).

Principals and general education teachers will be evaluated through this model which occurs on a three-year cycle. A formal evaluation will take place each third year, but educators will be expected to participate (without formal evaluation) each year. This mandated change in our evaluation model presents a great opportunity to improve educator practice. And, with an estimated 10-14 hours required per educator to enact this requirement, DPI understands that a principal's capacity to apply the process to each and every teacher in their school will be taxed.

DPI recommends to districts that they develop and implement the role of Educator Effectiveness Coaches (EE Coaches) in order to extend a principal's capacity to implement the Educator Effectiveness Model in their school. Evansville and Oregon school districts partnered to write a grant supporting the development and implementation of EE Coaches – one coach per school. The Evansville-Oregon consortium was awarded this grant for \$22,772.95 which will provide for the professional development required for the EE Coach position.

The accompanying job description for the EE Coach outlines the qualifications, roles, and essential duties/responsibilities expected for this position. We recommend hiring 4 EE Coaches with a compensation of \$2,500 per year for a total annual expense of \$10,000. This annual stipend is commensurate with other instructionally-related coordinator stipends.

Mentor for Initial Educators:

The Quality Educator Initiative, or PI-34, outlines state law for educator preparation, program approval, and educator licensing. An essential responsibility for school districts is to provide induction support that focuses on instructional coaching for initial educators (teachers in their first five years of licensure). Since 2000, school districts have developed, implemented, and refined “mentor programs” for new teachers.

In 2009, Evansville revised our mentor program to focus specifically on the Wisconsin Educator Standards. Teacher mentors work with 3-4 initial educators in their first year of teaching to help them develop instructional knowledge, skills, and dispositions that will help them be successful. Specifically, teacher mentors

- Retain a confidential coaching relationship with their assigned “mentees”
- Schedule a minimum of three instructional observations and post-conferences with their mentees
- Organize and facilitate two pre-service days with new teachers prior to school start in August
- Organize and facilitate 6-8 monthly local meetings for year 1 and year 2 initial educators
- Facilitate attendance of mentees at the Dane County New Teacher Project (DCNTP) Initial Educator Forums
- Attend Dane County New Teacher Mentor Forums and other DCNTP meetings as assigned
- Attend DCNTP professional development for teacher mentors
- Facilitate the timely development of Professional Development Plans (PDP) for initial educators in year 2, and support the sourcing of a goal approval team for the PDP initial goal approval
- Revise and improve the mentor program through annual feedback from participants

Teacher mentors in Evansville receive the following compensation for their support to the District’s PI-34 program:

1. 10 release days to complete observations and post conferences (optional)
2. Contracted hourly rate for classroom planning time required for substitute coverage during release days for observations and post conferences.
3. Contracted hourly rate for time spent on mentor program activities that occur outside of the duty day (e.g. monthly local meetings)
4. In some schools, teacher mentors do not have a student supervision assignment so that this time is used for mentor work

In order to be consistent with other coaching positions, we recommend that teacher mentor compensation be modified to retain points 1 and 4, but that points 2 and 3 be replaced by a \$2,500 annual stipend for a maximum of three teacher mentors. The total annual expense would be \$7,500. This stipend is commensurate with other instructionally-related coordinator stipends.

4KIC Findings Summary

In October 2013, at the direction of the Evansville Community School District Board of Education, a diverse committee of community members, child care providers, and District representatives began to investigate the potential and possibility of developing and implementing 4 Year-old Kindergarten (4K) programming in the District.

The 4K Investigation Committee (4KIC) met as a committee of the whole, but its members also divided into three subcommittees. The committee of the whole approved, by consensus, all information that is included in this proposal to the Board. The subcommittees focused on developing and distributing communication pieces, researching and recommending curriculum materials, and researching, developing and costing 4K program models.

It is the recommendation of the 4KIC that the Evansville Community School District implement a collaborative community-based 4K program in the 2015-2016 school year for all eligible four year-olds that are residents of the District. 4K classrooms will be located in partnering child care centers. The District will work with 4K centers to develop curriculum and supporting professional development opportunities. Half-day programs will be offered four days a week, with scheduled parent outreach and involvement. Children not receiving wrap-around care at the child care center will be offered District transportation to a parent-designated location within District boundaries.

As of January 2014, 93% of Wisconsin Public School Districts offer 4K programming to their early learners. Research supporting early learning experiences indicates that vital learning takes place before age 5, and engaging learning opportunities help to bridge the achievement gap and level the playing field for all students.

In addition, financial forecasting models for the Evansville Community School District indicate that while 4K programming would initially cost \$327,030 to implement, the five-year fiscal impact to the budget significantly favors the District.

The 4K Investigation Committee brings this proposal to the School Board with the belief that 4K is a programming option that is necessary in order for the Evansville Community School District to remain competitive as a choice for families with young children, and for all of our students to achieve to their fullest potential.

“Research shows that one of the best investments we can make in a child’s life is high-quality early education.” – Barak Obama, 2014 State of the Union Address

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Rationale for 4 Year-Old Kindergarten

“Children who participate in [high quality early learning] programs are more likely to have the necessary skills – such as abstract reasoning, problem solving and communication – to meet the demands of tomorrow’s workforce.” – Robert Wood Johnson Foundation Commission to Build a Healthier America

Early childhood education, especially kindergarten, is not a new idea in Wisconsin. In the early 1800’s, three, four, and five year-olds were routinely enrolled in kindergarten programs. Wisconsin’s first state Constitution (1848) stated, in part, that “...schools shall be free and without charge for tuition to all children between the ages of 4 and 20 years.” The first private kindergarten in the United States was opened in Watertown, WI in 1856. The first public kindergarten in Wisconsin opened in 1873. Without question, the concept of early education has a long and cherished history in Wisconsin.

Since that time, researchers have studied learning through multiple lenses including the disciplines of psychology and neuroscience. Research from the 20th and 21st Centuries confirm the passion of Wisconsin’s early educators. Brain research indicates that the majority of neural development takes place in the early years of a child’s life. Parents and families are the first and most important teachers in a child’s early learning, and of course, parents have a special interest in their child’s wellbeing and development. *The first five years of a child’s life and learning set the foundation for all future social, emotional, and cognitive development.*

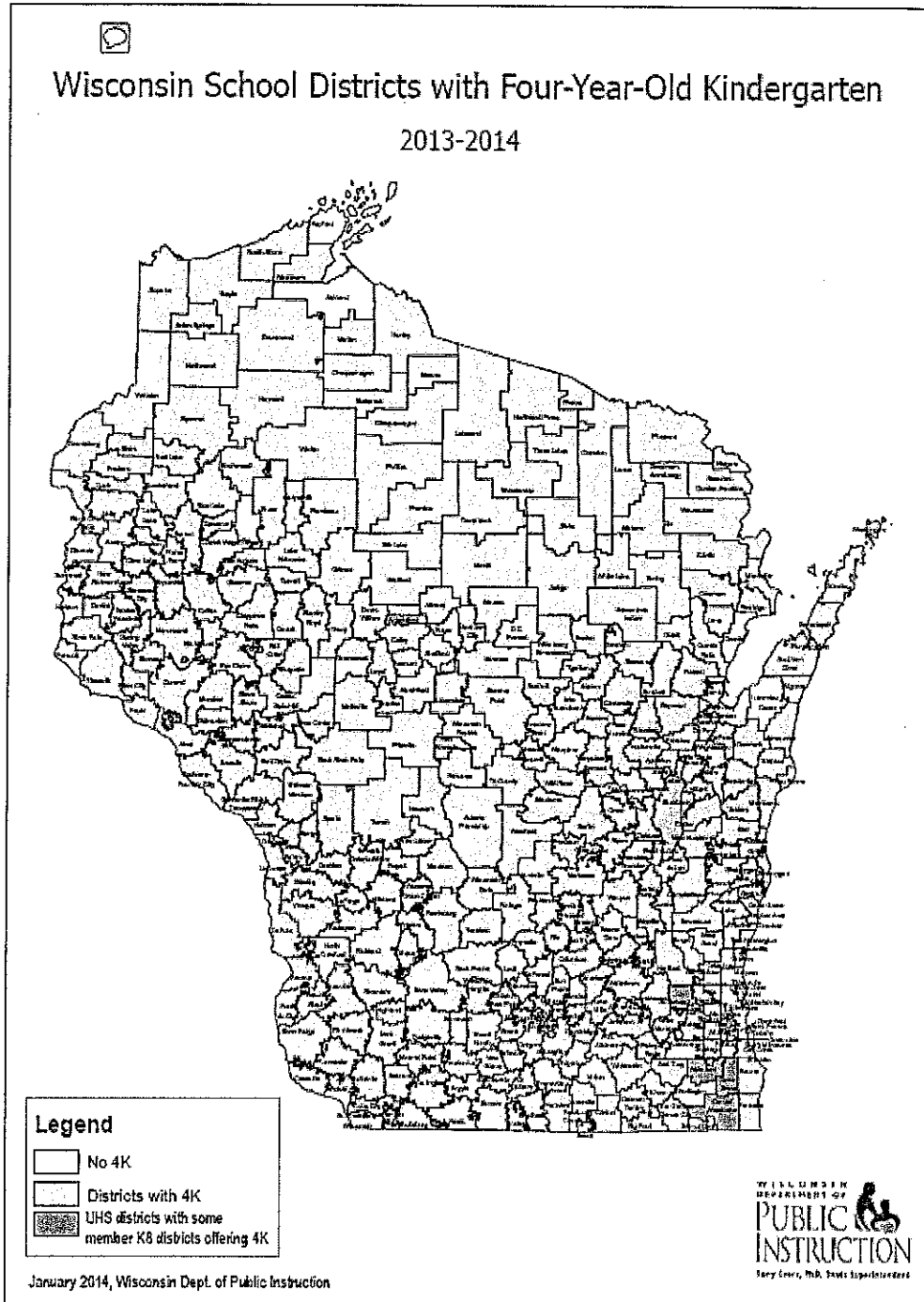
Focusing on the rapid neural development of a child’s first five years, 4K programming offers a promising opportunity for all children in a community to develop foundational social, emotional, and literacy skills that will help them to be successful in school. Children entering kindergarten with these critical skills are ready to learn. Kindergarten teachers are able to spend less time teaching procedural routines (such as raising your hand to ask a question) and more time developing literacy skills (such as letter recognition, associated pronunciation, and number literacy).

Research on the effectiveness of 4K programming suggests that students enrolled in quality early education programs perform better in school, are less likely to need special education services, have lower grade retention rates, and are more likely to graduate from high school, gain employment, and avoid incarceration. Effective programs offer a play-based curriculum that is rich in opportunities for social and emotional interaction, language and communication skill development, and acquisition of general knowledge.

In January 2014, Wisconsin’s Department of Public Instruction (DPI) announced that **93 percent of Wisconsin public school districts are offering 4K programming** to their early learners. These districts recognize the importance of providing enriched environments that stimulate the cognitive

development of young children. These districts anticipate that 4K programming will improve district achievement scores, graduation rates, and teacher retention rates, while also decreasing special education referrals, safety issues, and student services crisis management incidents. (Appendix C)

In south central Wisconsin only two public school districts do not offer 4K – Evansville is one of them. (Appendix B) In order for the Evansville Community School District to remain an attractive option to young families, it is important to offer a variety of learning experiences for all children, including four year-olds.



Curriculum, Instruction, and Professional Development

“Based on research and supported by evidence-based practices, the Wisconsin Model Early Learning Standards (WMELS) provide a framework for families, professionals and policy makers to:

- *Share a common language and responsibility for the well-being of children from birth to first grade;*
- *Know and understand developmental expectations of young children;*
- *Understand the connection among the foundations of early childhood, K-12 educational experiences, and lifelong learning.”*

– www.collaboratingpartners.com

Curriculum

Well planned, developmentally appropriate curriculum, materials, and instructional strategies are basic components of a successful 4K program. With many options available to educators, high quality materials must adhere to and support instruction of the Wisconsin Model Early Learning Standards (WMELS) and the Common Core Standards (CCSS).

The 4KIC reviewed seven 4K appropriate instructional resources. These series' included: *Read it Once Again, Creative Curriculum, High Scope, Portage Guide, Family Childcare, Hawaii Help, and Get Set for School*. Each series was evaluated based upon alignment to the WMELS and CCSS, target age level, and positive and negative attributes of the series.

Based on alignment to the WMELS and CCSS, the 4KIC recommends that childcare centers partnering with the ECSD to offer 4K be empowered to choose from one of three endorsed resource series: *Get Set for School, Read it Once Again, and Creative Curriculum*. Offering a resource choice allows for flexibility of instruction and is considerate of different budgeting levels at each center. Partnering centers may choose different resources or may all choose to use the same resource.

4K and 5K curriculum content areas are defined in Wis. Stats. § 121.02(1). The subject area requirements include: reading and language arts, mathematics, social studies, science, health, physical education, art, music, environmental education, and computer literacy. While the subject areas for 4K and 5K are the same, the curriculum for 4 year-olds will differ from that of 5 year-olds and will be developmentally, individually, and culturally appropriate for 4 year-old children.

Instruction

As sound curriculum uses the standards and statutory requirements as foundational guidelines, so too does 4K instruction have guidelines that are non-negotiable as set forth by the Department of Public Instruction. These guidelines for instruction include:

- 4K programs must provide 437 hours of instruction to students. An additional 87.5 hours of parent outreach may be included as a way to engage families in learning activities with their child.
- Instruction must be delivered by an appropriately DPI-licensed teacher.

Instructional strategies in 4K programs are both directed and constructivist. Learning activities that engage young children and allow them to experience an environment rich in resources is coupled with teacher guidance and reinforcement of learning experiences. Educational research suggests that the best instructional strategy for young children is play. 4K programs use resources that allow children to learn subject matter while engaging in individual, small and large group play activities. 4K programs may set-up centers (or learning areas) in the classroom which align with various subject areas (i.e. science area, dramatic play area, block play, library/reading area, kitchen area, etc.). As teachers implement the curriculum, they intentionally plan for and set up the centers with items that will teach children required skills while they are using the resources in each designated center. Teachers walk through the classroom and interact with individuals and small groups to help them grow in their development and play. Teachers will ask questions and offer ideas for extending the play to higher and more challenging levels.

Professional Development

The 4KIC believes that providing high-quality professional development opportunities for 4K teachers in all settings will improve the learning experiences for all children in 4K programs. The 4KIC recommends that 4K teachers in partnering childcare centers have access to professional development opportunities available to all teachers in the ECSD and to specific opportunities that address 4K curriculum development and instructional strategies.

4K Model and Budgeting

“...inequities on display in preschool and kindergarten largely persist throughout life. Most of the high school achievement gap between poor, middle-income and wealthy students is already visible by kindergarten. And the children who have weak pre-literacy and numeracy skills in kindergarten are, on average, the same children with weak vocabulary and math skills in seventh grade.”

– Preparing America’s Children for Success in the 21st Century: Too Small to Fail, p. 4

4K Program Model

Basic requirements for 4K programming are guaranteed through Wisconsin Statutes sections 115 – 121, and address 4K funding, parent outreach, eligibility, teacher licensure, transportation, program content, along with other areas. These basic requirements include:

- A district offering 4K programming must ensure that the 4K is under its supervision.
- The district must provide a minimum of 437 hours of instruction per year. An additional 87.5 hours of parent outreach may be included, but is offered at the district’s discretion.
- The district must provide transportation to and from the 4K program as required by Wis. Stats. § 121.54.
- The district must ensure that each child is taught by an appropriately DPI licensed teacher.
- The district must ensure that the 4K program is open and accessible to all resident, eligible children without cost. Eligible students must be four years of age by September 1 of the school year in which they enroll in 4K.
- The district must ensure that all applicable school district standards in Wis. Stats. § 121.02 are met.

Based upon statutory requirements, researching successful 4K programs in surrounding communities, and cost considerations, the 4KIC recommends implementing a 4K program model for the 2015-2016 school year as outlined below:

- **Community-based 4K program** with classrooms located in four partnering childcare centers. Six sections of 4K would need to be offered to accommodate a projected enrollment of 106 students in 2015-2016.
- **Licensed teachers hired by the 4K partners** would provide instruction to students along with a teacher’s aide for a class size range of 15-18 students.
- **Two 4K sessions would be offered:** 8:00 – 11:00 am and 12:00 – 3:00 pm.
- **Two additional mid-day bus routes** would need to be added to accommodate 4K students. Morning transportation would bring students from rural addresses to 4K programs. Those students

going home or to another child care provider for afternoon care would receive transportation after 11:00 am. Students in town needing transportation from home or a non-partnering childcare center would attend afternoon 4K and would be picked up before 12:00 pm and returned home or to their childcare center after 3:00 pm.

- **4K classes would be offered 4 days a week** following the District calendar. Family outreach would be scheduled so that parents could attend, and may include some Fridays and weekend outreach activities to encourage family participation. Outreach would account for an additional 87.5 hours of programming. Per DPI Policy (Appendix A) districts that provide the required 437 hours of instruction and an additional 87.5 hours of outreach may count 4K students as 0.6 FTE in the equalization aid formula.
- **The District would purchase curriculum materials** for partnering 4K childcare centers.
- **The District would provide two desktop computers** for use in the 4K program at each partnering childcare center.
- **The District would provide a supply stipend** to partnering childcare centers to support the 4K program.
- **The District would provide a one-time start-up stipend** for the purchase of furniture, chair, and other capital equipment items needed to start the 4K program.
- **The District would provide a stipend for before 4K supervision** of children in the 4K program.

4K Program Budget

Based upon the general 4K program parameters recommended above, the following costing estimate has been prepared by the Business Office:

4K ESTIMATED EXPENSE LIST 4 SITES – 6 SECTIONS

Pupil count	106	\$ 2,225.00	\$ 235,850.00
Curriculum packages	6	\$ 2,149.00	\$ 12,894.00
Computers - 2 per site	8	\$ 1,000.00	\$ 8,000.00
Transportation routes	2	\$ 31,048.00	\$ 62,096.00
After-hours outreach hours	120	\$ 19.00	\$ 2,280.00
Supplies per section	6	\$ 625.00	\$ 3,750.00
Furniture	4	\$ 1,500.00	\$ 6,000.00
Before school supervision pay	6	\$ 360.00	\$ 2,160.00
		Total	\$ 333,030.00

The annualized impact of 4K programming on the District budget, as forecasted through use of the Baird Model indicates that implementing 4K programming, while requiring an initial outlay of funds, would significantly reduce the budget deficit in successive years. In order to forecast 5 years of budgeting projections, assumptions of the model include that the 4K program will start in 2014-2015, and that the District will balance the 2014-15 budget.

Baird Forecast without 4K program

2014/15 - balanced
2015/16 - deficit of \$141,343
2016/17 - deficit of \$288,513
2017/18 - deficit of \$334,604
2018/19 - deficit of \$382,526

Baird Forecast with 4K program

2014/15 - deficit of \$223,240
2015/16 - deficit of \$128,404
2016/17 - surplus of \$40,716
2017/18 - deficit of \$4,920
2018/19 - deficit of \$52,450

4K programming will be provided through four childcare centers partnering with the Evansville Community School District. These partnering centers include:

Kids Korner

Jammie Fellows, Owner
264 Lincoln Street
Evansville, WI 53536
(608) 882-6672

Magic Moments

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

Pathway Preschool

Nikki Soto, Director
Jennifer Johnson, Teacher
312 South 3rd Street
Evansville, WI 53536
(608) 314-7687

Wee Ones

Lee Ann Schlieger, Director
618 Porter Road
Evansville, WI 53536
(608) 882-3400

4K Investigation Committee Members

Ms. Vauce Ashby	Evansville Community School District	Dir. of Student Services
Mr. Bill Davis	Community Member	
Ms. Emma Dieter	Community Member	Parent
Ms. Joanie Dobbs	Community Member	Parent
Ms. Beryl Gribbon Fago	Community Member	
Ms. Jammie Fellows	Community Member	Owner, Kids Korner
Ms. Melissa Hammann	Community Member	Parent
Ms. Tina Harnack	Community Member	Owner, Magic Moments
Dr. Louisa Havlik	Evansville Community School District	Principal
Ms. Jennifer Johnson	Community Member	Teacher, Pathway Preschool
Ms. Sonya Keyser	Evansville Community School District	Teacher
Ms. Kiara Krohn	Community Member	Parent
Ms. Paula Landers	Evansville Community School District	Dir. of Instruction
Mr. Andrew Ortmayer	Community Member	Parent
Mr. Jerry Roth	Evansville Community School District	Superintendent
Ms. Michelle Samuelson	Community Member	Parent
Ms. Jasmine Sharp	Community Member	Parent
Ms. Nikki Soto	Community Member	Director, Pathway Preschool
Ms. Sandi Spanton-Nelson	Evansville Community School District	Board Member
Ms. Cheryl Thomas	Evansville Community School District	Teacher
Ms. Doreen Treuden	Evansville Community School District	Business Manager
Ms. Joan Wick	Evansville Community School District	Principal

Appendices

- Appendix A Wisconsin Department of Public Instruction
Policy and Information Advisory 08.01, February 2008
"Four Year Old Kindergarten"
<http://ec.dpi.wi.gov/files/fscp/pdf/4kbul08.pdf>
- Appendix B DPI 4K Press Release and Map
January 2014
http://news.dpi.wi.gov/files/eis/pdf/dpinr2014_02.pdf
http://news.dpi.wi.gov/files/eis/pdf/2013_14_4kmap.pdf
- Appendix C Belfield, Clive R., Ph.D. and Winters, Dennis K.
Pre-K Now Research Series, September 2005
"An Economic Analysis of Four-Year-Old Kindergarten in
Wisconsin: Returns to the Education System"
http://www.pewstates.org/uploadedFiles/PCS_Assets/2004-2006/PEW_PkN_WIEconImpactReport_Sept2005.pdf
- Appendix D The Clinton Foundation
"Preparing America's Children for Success in the 21st Century:
Too Small to Fail"
http://www.clintonfoundation.org/files/2s2f_framingreport_v2r3.pdf
- Appendix E ECSD 4K FAQ
Prepared by the 4KIC
<http://www.ecsdnet.org/documents/4K/4K%20FAQ%20Final.pdf>

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Teacher Contracts for 2014-2015
Date: April 9, 2014

Please see the attached staffing proposal for the 2014-2015 school year. BOE approval of the staffing list allows for contracts/letters of assignment to be presented to the staff by April 10. This action satisfies the notice of renewal by May 15. Contracts/letters of assignment will be due back to the District Administrator by April 25 to allow for further action by the BOE if necessary prior to April 30. Below is current handbook language regarding teacher contracts.

5.02 Employee Contracts

*Refer to Policies: 532 – Faculty Contracts and Compensation Plans
533 – Staff Recruitment and Hiring*

- A. In assigning teaching duties, first consideration will be given to the primary professional competence of the teacher and to the experience in other fields as a teacher. No teacher shall be subject to teaching assignments other than those specified in his/her area of certification.
- B. A teacher shall be given written notice of renewal of his/her contract for the ensuing school year on or before May 15th of the school year during which said teacher holds a contract by the District Administrator or designee. If no such notice is given on or before May 15th, the contract of teaching service then in force shall be continued for the ensuing school year. A teacher receiving a notice of renewal or contract for the ensuing year, or a teacher who does not receive a notice of renewal or refusal of his/her contract for the ensuing school year on or before May 15th, shall accept or reject, in writing, such contract no later than June 15th.
- C. At least fifteen (15) days (April 30) prior to giving written notice of refusal to renew a teacher's contract for the ensuing year, the Board shall inform the teacher in writing that the Board is considering nonrenewal of the teacher's contract. The teacher has the right to a private conference with the Board if the teacher files a request with the Board within five (5) days after receiving notice of refusal to renew the contract for the ensuing year.
- D. If the individual's contract status as of September 1st will differ from the status in effect at the time the contract was signed, such status must be declared at the time of contract signing or the last day of the current school year, whichever is later.

TEACHING STAFF PROPOSAL			
	Current	Proposed	
	2013-2014	2014-2015	Change
	FTE	FTE	FTE
<u>Agriculture Teacher</u>	1.00	1.00	
<u>Alternative Education Teacher</u>	0.50	1.00	0.50
<u>Art Teacher</u>	4.00	4.00	
<u>Business Education Teacher</u>	2.00	2.67	0.67
<u>Early Childhood Teacher</u>	1.00	1.00	
<u>English Teacher</u>	4.00	4.00	
<u>ESL Teacher</u>	1.67	2.00	0.33
<u>FACE Education Teacher</u>	2.00	2.00	
<u>G/T Teacher</u>	1.00	1.00	
<u>G/T/Resource/Reading Teacher</u>	1.00	1.00	
<u>HS/MS Literacy/Technology Learning Integration Teacher</u>	1.00	1.00	
<u>Instrumental Music Teacher</u>	1.00	1.00	
<u>K-12 Social Worker</u>	1.00	1.00	
<u>Language Arts Teacher</u>	3.00	3.00	
<u>Language Arts Teacher/Literacy Coach</u>	1.00	1.00	
<u>Library Media Specialist</u>	2.00	2.00	
<u>Mathematics Teacher</u>	8.00	8.00	
<u>Music Teacher</u>	4.68	4.68	
<u>Physical Education Teacher</u>	3.00	3.00	
<u>Physical Education/Health Teacher</u>	5.00	5.00	
<u>Reading Specialist</u>	2.00	2.00	
<u>Reading/G&T Teacher</u>	1.00	1.00	
<u>Resource/Reading Teacher</u>	1.00	1.00	
<u>School Counselor</u>	4.00	4.00	
<u>School Psychologist</u>	2.00	2.00	
<u>Science Teacher</u>	7.00	7.00	
<u>Social Studies Teacher</u>	6.50	6.50	
<u>Spanish Teacher</u>	4.00	4.00	
<u>Special Education Teacher</u>	15.50	16.00	0.50
<u>Speech/Language Pathologist</u>	4.00	4.00	
<u>Teacher</u>	42.00	40.00	-2.00
<u>Technology Education Teacher</u>	3.00	3.00	
<u>School Nurse</u>	1.00	1.00	
<u>Physical Therapist</u>	1.20	1.20	
<u>Occupational Therapist</u>	2.00	2.00	
	144.05	144.05	0.00

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Co and Extra-Curricular Assignments for 2014-2015
Date: March 27, 2014

Attached is the listing of co/extra-curricular positions to approve for the 2014-2015 school year. The list of positions is the same as last year. Letter of Assignments will be issued following BOE approval.

CO/EXTRA CURRICULAR STAFFING POSITIONS

ACTIVITY	BUILDING	2014-2015 CHANGES	ACTIVITY	BUILDING	2014-2015 CHANGES
ES MUSIC	1	ELEM	POM PON JV COACH	1	HS
BAND DIRECTOR HS	1	HS	POM PON VARSITY COACH-50%	2	HS
BASEBALL ASSISTANT COACH	1	HS	SOCCER BOYS VARSITY COACH	1	HS
BASEBALL VARSITY COACH	1	HS	SOCCER GIRLS VARSITY COACH	1	HS
BASKETBALL CHEERLEADER COACH	1	HS	SOCCER JV BOYS	1	HS
BASKETBALL GIRLS JV COACH	1	HS	SOCCER JV GIRLS	1	HS
BASKETBALL GIRLS VARSITY COACH	1	HS	SOFTBALL HEAD	1	HS
BASKETBALL ASSISTANT BOYS COACH	1	HS	SOFTBALL JV COACH	1	HS
BASKETBALL BOYS FRESHMAN COACH	1	HS	TRACK ASSISTANT COACH - 50%	2	HS
BASKETBALL GIRLS FRESHMAN COACH	1	HS	TRACK ASSISTANT COACH	1	HS
BASKETBALL VARSITY BOYS COACH	1	HS	TRACK HEAD COACH	1	HS
CHOIR-HS	1	HS	VOLLEYBALL ASSISTANT COACH	1	HS
CROSS COUNTRY ASSISTANT COACH	1	HS	VOLLEYBALL GIRLS FRESHMAN COACH	1	HS
CROSS COUNTRY VARSITY COACH	1	HS	VOLLEYBALL VARSITY GIRLS	1	HS
DRAMA ASSISTANT	1	HS	WRESTLING ASSISTANT COACH	1	HS
DRAMA COACH	1	HS	WRESTLING HEAD COACH	1	HS
FOOTBALL ASSISTANT COACH - 50%	2	HS	4TH GRADE HISTORY HUNTERS	1	INT
FOOTBALL ASSISTANT COACH	3	HS	MUSIC	1	INT
FOOTBALL CHEERLEADER COACH	1	HS	PERCUSSION	1	INT
FOOTBALL FRESHMAN COACH	1	HS	TRIS SCIENCE CLUB ADVISOR	1	INT
FOOTBALL HEAD COACH	1	HS	BAND MS	1	MS
FORENSICS ADVISOR-HS	1	HS	BASKETBALL BOYS MS COACH	2	MS
FUTURE BUSINESS LEADERS OF AMERICA	1	HS	BASKETBALL GIRLS MS COACH	2	MS
HIGH MILEAGE CLUB	1	HS	CHOIR-MS	1	MS
GLOBAL COMMUNITY PROJECT		HS	FOOTBALL MS COACH	2	MS
STUDENT COUNCIL ADVISOR	1	HS	FORENSICS ADVISOR-MS - 50%	2	MS
PROM/JUNIOR CLASS ADVISOR	1	HS	GLOBAL COMMUNITY PROJECT - 50%	2	MS
MUSICAL DIRECTOR	1	HS	MS QUIZ BOWL COACH	1	MS
MUSICAL ORCHESTRAL DIRECTOR HS	1	HS	MS STUDENT COUNCIL ADVISOR - 50%	2	MS
MUSICAL TECHNICAL DIRECTOR	1	HS	TRACK MS COACH	3	MS
MUSICAL VOCAL DIRECTOR-HS	1	HS	VOLLEYBALL MS COACH	2	MS
NATIONAL HONOR SOCIETY ADVISOR	1	HS	WRESTLING-MS	2	MS
			ATHLETIC DIRECTOR	1	DIST

Chad Thompson
1102 Acewood Blvd
Madison, WI 53716

3/10/14

Evansville Community School District
340 Fair Street
Evansville, WI 53536

To Whom It May Concern,

Please accept this letter as acknowledgement of my resignation from the 0.5 GT/Distance Learning Resource Coordinator for Evansville High School, to be effective on the last day of my current one-year contract for the 2013-2014 school year.

It is my understanding that the position will not likely be offered as a 0.5 position, which was an excellent complementary role to my concurrent .5 Social Studies position. I have enjoyed the position, and have learned a lot throughout the year. If the GT position is offered as a 1.0 full time option for the 2014-2015 school year, I do anticipate applying for the position, and have been encouraged to do so by Principal Scott Everson and GT Coordinator Teresa Doyle.

Sincerely,



Chad Thompson

Redd 3-12-14
kr

Revised: May 14, 2012

322

Revised: July 30, 2012

Revised: June 10, 2013

Revised:

1st Reading: 2/12/14; 2nd Reading: 3/12/14; 3rd Reading: 4/9/14

STUDENT SCHOOL DAY

Wisconsin law requires the Evansville Community School District Board of Education to reserve to itself the right to establish rules that schedule the hours of the normal school day. In establishing such rules, the Board will consider comments from parents, staff, and district residents.

Once established, the schedule of hours of a normal school day will be posted in school buildings, on the web site, and distributed to the local media.

The schedule of hours for a normal school day for respective grade levels shall be as follows:

Full Day Kindergarten	8:05 8:00 a.m.	3:00 p.m.
Grades 1 – 2	8:05 8:00 a.m. -	3:00 p.m.
Grades 3 – 5	8:00 am	3:00 p.m.
Grades 6 – 8	7:50 a.m. -	3:15 p.m.
Grades 9 – 12	8:00 a.m. -	3:15 p.m.

Early release days will release at 12:00.

Legal Ref.: Sections 115.01(10) Wisconsin Statutes (Classifications)
120.12(15) (School Board Duties)
121.02(1)(f)2 (School District Standards)
PI 8.01(2)(f)2 Wisconsin Administrative Code

Revised: March 12, 2007

341.6

Revised: August 10, 2009

Revised: March 12, 2012

Revised:

1st Reading: 2/12/14; 2nd Reading: 3/12/14; 3rd Reading: 4/9/14

FOR REMOVAL

KINDERGARTEN INSTRUCTION

The **Evansville Community** School District of Evansville shall operate a kindergarten program in which all children of the District who are five years old prior to September 1 of the current school year may enroll.

~~When feasible, parents/guardians will have the option of a full day or half day schedule. If a stand alone half day program is not feasible, a transition program will be considered. A stand alone half day program will be offered if 16 students (offer one section) or 32 students (offer two sections) are registered by May 1. 18 students is set as the minimum for a stand alone half day program due to SAGE class sizes requirements. If there are at least 15 registered by May 1 or if the numbers decrease to 15 before the start of the school year, a transition program will be offered. Families who have chosen half day will have priority placement in the transition classroom.~~

~~The transition program students will attend half day until the winter break, and full day thereafter. Selection will be first come first served, but the District reserves the right to hold two seats to accommodate students who in the opinion of the District have special needs. Families will be notified no later than July 1 if there is not a space in the half day program for their child.~~

Physical facilities, equipment and materials shall be provided for a program which includes opportunities for learning basic concepts and skills in, language arts, fine arts, social studies, mathematics, science, physical education, and social skills **based on current state standards.**

Legal Ref.: Sections 115.01(2) Wisconsin Statutes (Children With Disabilities: Classifications)
118.14 (Age of Pupils)
120.13(13) (School Board Powers)
121.02(1)(d) (School District Standards)
PI 8.01(2)(d) Wisconsin Administrative Code (School District Standards)

(Our last half day/transitional class was 2009-10. We have not had sufficient interest since: average 6-8 parents who request per year.)

Approved: June 14, 2010

343.3

Revised:

1st Reading: 2/12/14; 2nd Reading: 3/12/14; 3rd Reading: 4/9/14

VIRTUAL SCHOOL PROGRAM

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

The District believes that to ensure quality, virtual education courses must:

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

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

Virtual education courses that meet District requirements will be awarded credit.

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

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

Local Ref.: Policy #343.31 – Administrative Rule

#343.3 Form – Virtual School Program Form

#345.1 – Grading System

#345.6 – Gradation Requirements

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

VIRTUAL SCHOOL PROGRAM – ADMINISTRATIVE RULE

I. JEDI Distance Education Consortium Singleton Option

A. Enrollment Procedures

The following procedures and guidelines apply to students enrolled full-time in the District and interested in enrolling in online course(s):

1. Discuss options with school counselor and school administrator.
2. Complete the JEDI Single Course Registration Form and submit it to the guidance office.
3. Application for enrollment in JEDI singleton courses should be made in conjunction with normal course scheduling.
4. Enrollment in virtual courses at other times of the year due to individual circumstances such as illness or expulsion will be decided on a case by case basis.

B. Course Enrollment Approval Guidelines

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

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

C. A decision denying a request for a virtual course may be appealed to the District Administrator.

II. JEDI Distance Education Consortium Full-Time Option: Students wishing to enroll full-time in the JEDI Distance Education program as an alternative to traditional programming may request a meeting with parents, guidance and a school administrator. A school official meeting will then be held to determine best placement.

- A. Full-time virtual students must complete the specific Evansville High School Graduation Requirements in order to receive a diploma from Evansville High School.
- B. Full-time virtual students must complete at least 28 credits in order to receive a diploma from Evansville High School.

III. Virtual course policies and procedures:

- A. Wisconsin Statutes for attendance apply.
- B. Acceptable internet and technology use policies, and all other applicable District policies apply.
- C. Students will be held accountable to the policies and procedures outlined in the JEDI Student Handbook.
- D. Grades received for virtual course work will count the same as another other course grade. All grades received from virtual courses will be recorded on the official student transcript.
- E. Students are required to participate in state-wide assessments.
- F. Students may participate in extra-curricular activities offered by the District contingent upon them meeting the conditions of participation.
- G. Singleton students are responsible for half the tuition associated with the course and must provide their half of the tuition fee prior to enrollment in the course. The District will reimburse the student the tuition fee paid upon successful completion of the course with a passing grade.
- H. Full-time virtual students may request a laptop provided by the District for a fee of \$50.

Approved: June 14, 2010

343.3 Form

Revised: 2/12/14; 2nd Reading: 3/12/14; 3rd Reading: 4/9/14

VIRTUAL SCHOOL PROGRAM FORM

Student Name: _____
(Please Print)

Grade Level: _____

Address: _____

Date of Birth: _____

Phone: _____

Parent/Guardian: _____
(Please Print)

Cell Phone: _____

Address: _____

Applying for Part Time or Full Time: _____

Courses Desired: _____

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

_____ Parent/Guardian Signature

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

_____ Parent/Guardian Signature

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

(signature)

(dated)

AFTER COURSE COMPLETION:

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

School counselor/administrator received: _____

(signature)

(dated)

Official copy of transcript: _____

Original receipt of tuition payment: _____

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

Approved: January 11, 1988

420

Revised: January 11, 1993

Revised: April 13, 1998

1st Reading: 2/12/14; 2nd Reading: 3/12/14; 3rd Reading: 4/9/14

SCHOOL ADMISSIONS

Any student seeking entrance into the Evansville Community School District must meet the entrance age and reside within the establishment boundaries of the District, except for those whose enrollment is permitted under the Wisconsin Public School Open Enrollment Law and those accepted as nonresident tuition students.

Students seeking entrance to Evansville Schools under the Wisconsin Public School Open Enrollment program must do so by completing the Wisconsin Department of Public Instruction Application Form PI-9410.

It shall be the responsibility of a student's parent/guardian or a person of legal age entering the School District to complete official registration forms prior to assignment by the principal to a grade level or schedule of classes. Each building principal shall have authority to determine the grade level at which a student shall be placed. The district administrator, or designee, shall assign a student to a school.

Students transferring to Evansville from other public or private school systems must provide a transcript of academic accomplishments at the previous school, or the address from which this data may be secured. Students entering the District from a home-based private educational program must provide any available academic information and may be required to take appropriate academic tests to assist in making a placement. All students must satisfy minimum standard for admission to high school.

Parents/guardians of students admitted to the District's elementary and secondary schools shall present immunization records as required by law. In addition, students are encouraged to have a complete physical prior to entering school.

Legal Ref.: Sections 118.13 Wisconsin Statutes (Pupil Discrimination Prohibited)

118.135 (Eye Examinations and Evaluations)

118.14 (Age of Pupils)

118.145 (Admission to High School)

118.51 (Full-Time Open Enrollment)

118.52 (Course Options)

118.53 (Attendance by Pupils Enrolled in a Home-Based Private Educational Program)

120.13(1)(f)(h) (School Board Powers)

121.77 (Admission of Nonresident Pupils)

121.84 (Tuition Waiver: Special Cases)

252.04 (Immunization Program)

Wisconsin Administrative Code – PI 9.03(1)

McKinney-Vento Homeless Education Assistance Act

Local Ref.: Policy #411 – Equal Educational Opportunities

ENTRANCE AGE

Children who meet the age requirements of this state shall be enrolled in Kindergarten and/or first grade at the beginning of the school year. Families who move into the District after registration are encouraged to contact the district office as soon as possible.

The Kindergarten shall enroll only those children who have become five years of age before September 1 in the year he/she proposed to enter school. A child is eligible to enter first grade if he/she is six years old on or before September 1 in the year he/she proposed to enter school. A child who is four years of age and whose birthdate does not meet the date requirements may apply to the Board for early admission. Applicants for early admission must meet the standards, conditions, and procedures, prescribed by the state and those adopted by the Board. The building team will determine eligibility based on these standards.

The administration shall verify the age and residence of children enrolled in the district schools. Parents and guardians of students admitted to the districts elementary and secondary schools shall present immunization records as required by law.

Special Education Programs: Enrollment Age

A pre-school screening questionnaire shall be sent to parents of all ~~3~~ **three** year olds in the Evansville School District. Given written parental permission, screening will be provided to children who have reached the age of three to determine if a child has exceptional educational needs. If so, and if the parents consent in writing, resident children with EEN needs will be placed in an appropriate special educational program.

Legal Ref.: Sections 118.13 Wisconsin Statutes (Pupil Discrimination Prohibited)
118.14 (Age of Pupils)
118.15(1) (Compulsory School Attendance)
118.33(6)(cm) (High School Graduation Standards; Criteria for Promotion)
120.12(25) (School Board Duties)

ADMISSION TO FIRST GRADE

In accordance with Act 41, as of September 1, 2011, no public school board or charter school is to enroll a student in first grade unless the child has completed 5-year-old kindergarten except as otherwise specified by law or by the exemption procedures adopted by the Evansville Community School District Board of Education.

It is consistent with the Evansville Community School District's mission to educate all students with their age peers. A student who has not completed a five-year-old kindergarten or its equivalent and who does not demonstrate the skills identified as needed for successful completion of first grade may be denied into first grade if it has been determined that the student will likely fail in a first grade placement or otherwise experience significant harmful effects in spite of extensive supports.

Age Requirements

1. Regardless of kindergarten completion status, no child may be admitted to first grade in the District unless the child is six years old on or before September 1 of the year entrance to first grade is sought except when the student meets the first grade early entrance requirements identified in this policy.
2. The parent/guardian may appeal a decision of the principal, in writing, to the district administrator or designee.

Students Transferring From Outside the State

Students who transfer into the District from another state, territory, or country and who have not completed five-year-old kindergarten will be admitted into first grade if either of the following applies:

1. Before either commencing or completing first grade, the child moved into the District from a state, country, or territory in which completion of five-year-old kindergarten is not a prerequisite to entering first grade.
2. Before either commencing or completing first grade, the child moved into the District from a state, country, or territory in which completion of five-year-old kindergarten is a prerequisite to entering first grade and the child was exempted from the requirement.

Conditions and Standards for Exemption from Kindergarten Completion Requirements

With the exception of transfer students identified in the previous section, evidence must exist that the child's educational welfare would be served by placement in first grade. A student who has not completed a formal five-year-old kindergarten, and for whom transfer exemptions do not apply, will be admitted into the first grade if either of the following can be demonstrated:

1. The student successfully completed a program for five-year-old children that the District deems equivalent to kindergarten (e.g., structured home school program). Documentation of the program completion and student performance is required.
2. Based on assessment utilizing a variety of procedures (e.g., formal assessment, informal assessment, interview, work samples, observation, etc.), the student demonstrates academic, emotional, social and developmental readiness skills identified as necessary for successful participation in first grade.

Admission Procedure

1. Requests are to be submitted in writing to the principal of the school the student is anticipated to attend. If possible, this application should be submitted by August 1 prior to the upcoming school year or at least four weeks in advance for students transferring during the school year.
2. The principal will meet with the parent/guardian of the student to discuss the reasons for requesting the student enter first grade without first completing a five-year-old kindergarten or equivalent and to review relevant information available.
3. Based on the information available, the principal will determine if sufficient information is available to make the decision relative to first grade placement for the student. If the principal deems additional information or assessment is needed, appropriate staff will be assigned to complete the assessment. Upon completion of this assessment, the principal will meet with staff and parents to review results and determine what levels of academic, emotional, social, and developmental readiness skills the student demonstrates.
4. For students who meet the age requirement, but who do not demonstrate the academic, emotional, social, or developmental skills deemed necessary for success in first grade, the principal, in collaboration with appropriate staff, will determine what additional supports the student requires to participate in first grade. (Note: if the principal deems a special education evaluation is necessary, procedures consistent with that process will be observed.)
5. Any decision that an age-eligible student will not be admitted into first grade even with supports, or will be admitted to first grade on a probationary basis, can be made only with the participation of the Director of Student Services or designee.
6. Any decision to enroll a student in first grade on a conditional or probationary basis will be reviewed no later than nine weeks after the student's initial participation in first grade.

Appeal Procedure

1. Any decision relative to first grade placement can be appealed.
2. The parent/guardian must make their appeal in writing and submit that appeal to the Director of Student Services or designee.
3. The decision of the Director of Student Services or designee may be appealed to the District Administrator. Any such appeal must be made in writing. The decision of the District Administrator is final.

Legal Ref.: Sections 118.13 Wisconsin State Statutes (Pupil Discrimination Prohibited)
118.14(1) (Age of Pupils)
120.12(25) (School Board Duties)
120.44 (School Board Powers and Duties)
Chapter 115, subchapter V (Children With Disabilities)

Local Ref.: Policy #421, Entrance Age
Policy #422, Early Admission to School

Approved: January 11, 1988

422

Revised: February 13, 2006

Revised: October 8, 2007

1st Reading: 2/12/14; 2nd Reading: 3/12/14; 3rd Reading: 4/9/14

EARLY ADMISSION TO SCHOOL

The Evansville Community School District Board of Education has developed the following procedure for early admission to school:

1. The parent/guardian shall submit a written request application for early admission to the school principal prior to April 1. If the child moves into the district after April 1, the application shall be on file at least three weeks prior to the beginning of the school year. Early admission applications from nonresident open enrollment students shall be submitted and acted upon in accordance with the timelines outlined in the district's procedures for dealing with open enrollment students and the criteria outlined below.
2. The criteria for early admission will be based on space availability, the ability of the child to demonstrate a potential for success and an ability to cope intellectually, socially, physically and emotionally within the school environment. The school will conduct an evaluation of the child using the following procedure:
 - a. Children born after September 1 and before November 1: Children with September and October birthdates will be given preliminary approval based on positive results of an individual screening if the above criteria are also met. They must also successfully complete at least one summer school session if available.
 - b. Children born on or after November 1 and before December 1: Children with November birthdates must exhibit gifted characteristics and be socially and emotionally comparable to an advanced child in order to be accepted for early admission. Criteria that would support this include:
 - i. Reads at the pre-primer level (Kindergarten), end of 1st grade level (for grade 1).
 - ii. Carries on a confident conversation with an unfamiliar adult such as a teacher, school psychologist or principal.
 - iii. Separates easily from parents.
 - iv. Interacts appropriately with age peers.
 - v. Works independently for at least 30 minutes at a time.
 - c. Parents/guardians interested in early admission for children with November birthdates should provide support for the above criteria, along with a written early admission application. Upon receipt of this information, the building principal with the school psychologist will conduct a follow-up conference with the parent/guardian and child. If preliminary approval is given, the child must also successfully complete at least one summer school session if available.

- d. Children born after November 30 will not be considered for early admission.
3. The building team will make the decision regarding early admission. The elementary building principal shall coordinate all necessary procedures and shall process applications on a first come, first served basis. Kindergarten admission will be denied if enrollment is within two students of the total grade level capacity to achieve the building grade level target class size given approved staffing levels. This decision may be appealed to the district administrator.
 4. The district administrator will make a decision regarding early admission. The district administrator's decision will be made in accordance with the results of the evaluation. The decision of the district administrator will be final.

As a final criteria for early admission, all children granted preliminary early admission must attend the summer pre-kindergarten program. The child's parent/guardian may decide to withdraw the child during summer school if the child experiences difficulty. Upon completion of the summer program, the building team will make its final decision on early admission.

Legal Ref.: Sections 118.14 Wisconsin State Statutes (Age of Pupils)
120.12(25) (School Board Duties)

Approved: July 9, 2012

522.2

Revised:

1st Reading: 12/11/13; 2nd Reading: 3-12-14; 3rd Reading: 4/9/14

TOBACCO/NICOTINE USE BY STAFF ON SCHOOL PREMISES

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

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

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

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

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

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

Approved: March 8, 1993

443.41

Revised: April 11, 2005

522.11

Revised:

1st Reading: 12/11/13; 2nd Reading: 3/12/14; 3rd Reading: 4/9/14

DEFINITIONS RELATING TO
ALCOHOL, TOBACCO/NICOTINE AND OTHER DRUG PROHIBITIONS

1. Alcohol, tobacco/nicotine or other drugs - A controlled substance as defined by state statutes including any form of intoxicant or mood altering substance not prescribed by a physician.
2. Drug-related paraphernalia - All products, materials, containers or equipment which are used or intended to be used for the producing, storing, concealing, inhaling, ingesting, injecting or otherwise introducing a prohibited substance into the body. The vagueness of this term and the difficulty of prohibiting the use of an otherwise innocent article because it is sometimes associated with prohibited drug use may make effective implementation of a ban on paraphernalia somewhat difficult. Administrator discretion is necessary in this area.
3. Possession or use - To have on one's person or under one's control, regardless of intent to use, or to be under the influence of any prohibited alcohol or drug, regardless of the amount ingested or the location where it was consumed.
4. Distributing - Providing for a consideration or offering to provide a prohibited substance. This definition applies regardless of whether or not a prohibited substance or consideration is actually exchanged. The giving away or sharing of a prohibited substance with another person is also included under this definition regardless of whether or not there is evidence of the intent to profit or otherwise gain from the act.
5. Screen - The testing for the presence of a prohibited substance.
6. Assessment - By a professional alcohol and drug counselor. A thorough assessment to assess the influence of chemicals/chemical use in an individual's life. Recommendations are made based on individual need.

Approved: January 13, 1986
Revised: December 9, 1991
Revised: September 12, 2005
Revised:

832

1st Reading: 12/11/13; 2nd Reading: 3/12/14; 3rd Reading: 4/9/14

TOBACCO/NICOTINE-FREE SCHOOL PROPERTY

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

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

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

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

Revised:

1st Reading: 12/11/13; 2nd Reading: 3/12/14; 3rd Reading: 4/9/14

USE OF TOBACCO/NICOTINE PRODUCTS ON SCHOOL PREMISES

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

A. Students

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

B. Employees

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

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

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

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

C. Chaperones

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

D. Citizens

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

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

Local Ref: Employee Handbook
Policy #443.41/522.11 – Definitions Relating to Alcohol, Tobacco/Nicotine and Other Drug Prohibitions
Policy #522.2 – Tobacco/Nicotine Use By Staff On School Premises
Policy #832 – Tobacco/Nicotine – Free School Property

EVANSVILLE COMMUNITY SCHOOL DISTRICT
Evansville, Wisconsin

MINUTES OF REGULAR MEETING

The regular meeting of the Board of Education of the Evansville Community School District was held Wednesday, March 12, 2014, at 6:00 pm in the TRIS LMC.

The meeting was called to order by President Eric Busse. Roll call was taken. Members present: Hatfield, Rossmiller, Swanson, Busse, Rasmussen, Spanton Nelson, and Braunschweig. Absent: HS Reps. Johnson and Haegele.

APPROVE AGENDA

Motion by Mr. Braunschweig, seconded by Ms. Swanson, moved to approve the agenda as presented.

Amended motion by Mr. Busse, seconded by Mr. Braunschweig, to move agenda item, VII, F – Approval of Levi Leonard Elementary and JC McKenna Middle School Principals, before item IV – Public Presentations. Motion carried, 7-0 (voice vote).

Original motion carried, 7-0 (voice vote).

PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS:

- Open Enrollment – February 3-April 30, 2014
- Week of the Young Child Family Night – April 11 at 5:30 pm; Parade – April 24 at 9:30 am
- Energy Fair – April 25, 2014
- Back to School Days – August 12, 3:00-7:00 pm; August 19, 10:00 am-2:00 pm
- March is Youth Art Month, Folder Shared With Board Members

BUSINESS (Action Item)

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved to approve Joanie Dobbs as the Levi Leonard Elementary School Principal, for a salary of \$82,500, starting July 1, 2014, and Jason Knott as the JC McKenna Middle School Principal, for a salary of \$92,000, starting July 1, 2014. Motion carried, 5-0-2 (Hatfield, Swanson abstained).

District Administrator, Mr. Roth, introduced principals Joanie Dobbs and Jason Knott.

PUBLIC PRESENTATIONS

Parent, Melissa Hammann, spoke in favor of some changes to the High School Senior Projects.

Teachers, Chris Schullo and Corine Schieldt, spoke on the 20 vs 24 pay periods, in favor of 24 pay periods.

Teacher, Kim Katzenmeyer, spoke in favor of the High School Senior Projects.

Mr. Busse read written comments from cards on 20 vs 24 pay periods, in favor of 24 pay periods from teachers, Sonya Keyser, Jenny Runkle, Jackie Andrew, Sandra McClellan, Doug Schwenn, and Chad Thompson.

INFORMATION & DISCUSSION

Director of Instruction and Chair of the 4K Investigation Committee (4KIC), Ms. Landers, presented the summary report of the work of the 4K Committee, along with Sub Committee Chairs and members, Lou Havlik, Communications & Outreach, Vauce Ashby, Program, and Joan Wick, Operations. Discussion.

Citizens Advisory Committee (CAC) Chair, Amanda Koenecke, presented the Committee's recommendations from the community survey. Discussion.

An eleven minute break taken.

District Administrator, Jerry Roth, presented the Educator Effectiveness Coach and Mentor for Initial Educators Compensation recommendation.

Mr. Roth presented for Board consideration, staff stipends. Discussion.

Ms. Rossmiller presented for a second reading, policies, #322-Student School Day; #341.6-Kindergarten Instruction; #343.3-Virtual School Program; #343.31-Virtual School Program-Administrative Rule; #343.3 Form-Virtual School Program Form; #420-School Admissions; #421-Entrance Age; #421.1-Admission to First Grade; #422-Early Admission to School; #522.2-Tobacco Use by Staff on School Premises; #443.41/522.11-Definitions Relating to Alcohol, Tobacco/Nicotine and Other Drug Prohibitions; #832-Tobacco-Free School Property; #832.1-Use of Tobacco Products on School Premises. Discussion. Mr. Braunschweig will review policy #443.41/#522.11. Policies to be brought back for Board approval.

PUBLIC PRESENTATIONS

Teacher, Beth Oswald, spoke in opposition of 20 pay periods.

Parent, Courtney Lyons, spoke in favor of a 4K program.

Teacher, Nick Kuhn, spoke in favor of 24 pay periods.

Retired teacher, Bill Hartje, spoke in favor of staff stipends.

Parent, Amanda Koenecke, spoke on e-cigarettes.

BUSINESS (ACTION ITEMS)

Motion by Ms. Rossmiller, seconded by Ms. Spanton Nelson, moved to approve the application for a Girls Hockey Cooperative Contract for 2014-2015 and 2015-2016. Discussion. Motion carried, 7-0 (voice vote).

Motion by Ms. Spanton Nelson, seconded by Mr. Hatfield, moved for consider of a 20 and 24 pay periods for staff. Discussion. Ms. Spanton and Mr. Hatfield withdrew the motion.

Motion by Mr. Hatfield, seconded by Ms. Spanton Nelson, moved the District accommodate either a 20 or 24 pay period or schedule as chosen by the individual who has chosen the pay. Discussion. Motion failed, 3-4 (Swanson, Rossmiller, Rasmussen, Busse)(roll call vote).

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to give all staff a 1.3% salary wage increase, effective July 1, 2013, for the 2013-2014 school year. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved to approve the Employee Handbook changes relating to budget as proposed, effective July 1, 2014. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Swanson, moved to approve the Memorandum of Agreement for Job Sharing Between Nancy Greve-Shannon and Linda Volk for the 2014-2015 school year as presented. Discussion. Motion carried, 7-0 (voice vote).

Motion by Ms. Swanson, seconded by Mr. Rasmussen, moved to approve with regrets, the teachers' resignations of Amy Rice, 5th grade Teacher, Mark Simonson, as .5 Middle School Gifted and Talented Teacher, and Joanie Dobbs, 6th grade Science Middle School Teacher, all effective at the end of the 2013-2014 school year. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved to approve the 2013-2015 administrative contract for Brian Cashore, High School Associate Principal, in the amount of \$79,356. Discussion. Motion carried, 5-0-2 (Hatfield, Swanson, abstained)(voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Swanson, moved to approve the Letter of Agreement for Brian Cashore as Athletic Director, in the amount of \$6,174. Motion carried, 6-0-1 (Hatfield abstained)(voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Swanson, moved to approve the \$5,000 donation from the Sports Booster Club, to purchase new soccer goals, per policy #841-Requests and Gifts. Motion carried, 7-0 (voice vote).

CONSENT (Action Items)

Ms. Swanson asked to remove policy #521.1-Board Staff Communications from the consent items.

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to approve the consent agenda items: Future Leaders of American (FBLA) Field Trip; policy #860-Visitors to the Schools; February 26 regular meeting minutes and the January and February bills and reconciliation as presented. Motion carried, 7-0 (roll call vote).

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved to approve policy #521.1-Board Staff Communications as presented. Discussion. Motion carried, 7-0 (roll call vote).

FUTURE AGENDA

April 9, 2014, regular meeting agenda discussed.

ADJOURN

Motion by Mr. Braunschweig, seconded by Ms. Spanton Nelson, moved to adjourn the meeting. Motion carried, 7-0 (voice vote). Meeting adjourned at 8:55 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: _____

Dated: _____

Approved: _____

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: March 2014 Reconciliation
Date: April 3, 2014

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

- Bank Reconciliation Statement for all Funds – nothing unusual to report
- Skyward Fund Balance Report to verify bank reconciliation statement
- Listing of all receipts – March \$3,461,281.40
- Check Register – March
Notes for check register:

Check total -	\$394,564.29
ACH total -	\$ 16,203.43
Manual check total -	<u>\$ 39,657.06</u>
Total	\$450,424.78

Payroll check –
Void checks –

EVANSVILLE COMMUNITY SCHOOL DISTRICT
 BANK RECONCILIATION

FOR THE MONTH OF	Mar-14	
BALANCE PER BANK:		96,000.00
PAYROLL ADJUSTMENT OFFSET 3/3/2014		
LESS OUTSTANDING CHECKS		-7,626.24
LESS WRS POSTING		-161,180.61
MMA ACCOUNT		7,417,430.49
BALANCE PER BANK		7,344,623.64

BALANCE PER GENERAL LEDGER:	BEGINNING BAL.	ACTIVITY	ENDING BAL.
FUND 10 General	1,575,911.15	165,405.68	1741316.83
FUND 21 Donations	27,214.89	-	27214.89
FUND 27 Special Ed	(1,295,557.76)	(100,623.30)	-1396181.06
FUND 38 Debt	1,099.96	-	1099.96
FUND 39 Debt	(515,066.98)	-	-515066.98
FUND 50 Food Service	35,979.96	23,802.85	59782.81
FUND 99 Voc Ed/ESL/Grants	9,026.70	-	9026.7
MMA ACCOUNT			7,417,430.49
BALANCE PER GENERAL LEDGER		88,585.23	7,344,623.64

DIFFERENCE **0.00**

Fd	T	Loc	Obj	Func	Prj	Func	Beginning Balance	March 2013-14 Monthly Activity	Ending Balance
10	A	000	000	711100	---	CASH ON DEPOSIT	-766,452.05	165,405.68	1,741,316.83
10	-	---	---	-----	---	GENERAL FUND	-766,452.05	165,405.68	1,741,316.83
21	A	000	000	711100	---	CASH ON DEPOSIT	26,564.76		27,214.89
21	-	---	---	-----	---	GIFTS/DONATIONS	26,564.76		27,214.89
27	A	000	000	711100	---	CASH ON DEPOSIT	71,343.07	-100,623.30	-1,396,181.06
27	-	---	---	-----	---	SPECIAL EDUCATION FUND	71,343.07	-100,623.30	-1,396,181.06
38	A	000	000	711100	---	CASH ON DEPOSIT	21,621.85		1,099.96
38	-	---	---	-----	---	NON-REFERENDUM DEBT	21,621.85		1,099.96
39	A	000	000	711100	---	CASH ON DEPOSIT	-63,593.23		-515,066.98
39	-	---	---	-----	---	REFERENDUM APPROVED DEBT SERVI	-63,593.23		-515,066.98
50	A	000	000	711100	---	CASH ON DEPOSIT	97,305.86	23,802.85	59,782.81
50	-	---	---	-----	---	FOOD SERVICE	97,305.86	23,802.85	59,782.81
99	A	000	000	711100	---	CASH ON DEPOSIT	9,026.70		9,026.70
99	-	---	---	-----	---	COOP. PROGRAM FUNDS-66:03	9,026.70		9,026.70
Grand Asset Totals							-604,183.04	88,585.23	-72,806.85

Number of Accounts: 7

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

Post Date	Func	Description	Amount
03/31/2014	SCHOOL BUILDING ADMINISTRATION	SPORTS BOOSTER - REIME FOR POM'S HOTEL	356.00
03/31/2014	NURSE HEALTH ROOM	SPORTS BOOSTER - REIME FOR AED DEFIBULATOR	1295.00
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1888.00
03/31/2014	BUSINESS MANAGER	BILKA LAW OFFICE - GARNISHEE FEE PAYMENT	15.00
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	S ERICKSON - ADD'L HEALTH INS MARCH	121.22
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	V LECY-LUEBKE - ADD'L HEALTH INS MARCH	121.22
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	R DENNIS - ADD'L HEALTH INS MARCH	121.22
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	C WAGNER - ADD'L HEALTH INS MARCH	121.22
03/31/2014	DISTRICT WIDE	STUDENT FEES	227.00
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	2608.50
03/31/2014	REGULAR CURRICULUM	REIMB - N BRUMMOND PAPER (OFF DEPOT INV#69917	15.72
03/31/2014	DISTRICT ADMINISTRATION	D.O.-REIMB. FOR COFFEE	4.45
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1670.45
03/31/2014	GIRLS SWIM	SPORTS BOOSTER - SWIM TEAM DONATION	1300.00
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	895.01
03/31/2014	DISTRICT WIDE	GIRLS BASKETBALL GATE DIV 3 REGIONAL VS BIG F	788.00
03/31/2014	DISTRICT WIDE	STUDENT FEES	112.00
03/31/2014	REGULAR CURRICULUM	REIMB - KEITH MILLER FOR HRA OVERPAYMENT	1527.75
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	2217.50
03/31/2014	SCHOOL BUILDING ADMINISTRATION	E.S.-REIMB. FOR CHARGE CARD	387.35
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1675.60
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	2250.00
03/31/2014	DISTRICT WIDE	STUDENT FEES	642.75
03/31/2014	DISTRICT WIDE	FACILITY USE - E-VILLE DEMONS WRESTLING CLUB	208.15
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1371.85
03/31/2014	DISTRICT WIDE	STUDENT FEES	830.50
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1325.50
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	B BERG - ADD'L HEALTH INS MAR APR MAY	363.66
03/31/2014	DISTRICT WIDE	TOWN OF MAGNOLIA - MOBILE HOME FEES	263.14
03/31/2014	DISTRICT WIDE	FACILITY USE - ONEIDA TOTAL INTEGRATED ENTERP	80.00
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1670.00
03/31/2014	DISTRICT WIDE	FACILITY USE - FFA ALUMNI TOY SHOW PD BY R BU	82.89
03/31/2014	TERMINATION OF BENEFITS	EBC COBRA P'MENT MAR DENTAL - ERICKSON HAVLIK	120.56
03/31/2014	TERMINATION OF BENEFITS	EBC COBRA P'MENT MAR HEALTH - PFAFF KARIS	1318.62
03/31/2014	SCHOOL BUILDING ADMINISTRATION	HS-REIMB FOR CHARGE CARD	2101.17
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1116.69
03/31/2014	DISTRICT WIDE	STUDENT FEES	250.00
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - R COLE - APR	1146.16
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - C WAGNER - APR	1146.16
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - R DENNIS - APR	1146.16
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - W HARTJE - APR	1146.16
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - VLLUEBKE - APR	1146.16
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - B BERG - APR	1146.16
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - P KELLEY - APR	539.31
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - M KELLEY - APR	539.31
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - V ZHE - APR	539.31
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - S ERICKSON - APR	1146.16
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - K VERKUILEN - APR INCLUDING 121.	1267.38
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1430.69
03/31/2014	INFORMATION SERVICES	D.O.-REIMB. FOR POSTAGE	7.00
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1432.00
03/31/2014	GIFTED AND TALENTED	HS - REIMB FROM STUDENTS ONLINE COURSES	590.00
03/31/2014	INDUSTRIAL ARTS	REIMB - G BARTELT FOR NAPA CHARGES TO FIX CAR	376.46

Post Date	Func	Description	Amount
03/31/2014	GIFTED AND TALENTED	L OLSON - REPLACE E OLSON NSF CK FOR ON LINE	295.00
03/31/2014	DISTRICT WIDE	STUDENT FEES	3311.00
03/31/2014	DISTRICT WIDE	KIDS KORNER - REIMB FOR LUNCHES INV #1052 & 1	97.50
03/31/2014	DISTRICT ADMINISTRATION	D.O.-REIMB. FOR COFFEE	2.00
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1654.83
03/31/2014	DEPOSITS PAYABLE	REIMB - PATHWAY MILK N SOTO	4.90
03/31/2014	INDUSTRIAL ARTS	REIMB - K MCDONAL FOR NAPA CC CHARGES TO FIX	297.98
03/31/2014	DISTRICT WIDE	MS - REIMB FOR INVOICE #1051	158.50
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	675.54
03/31/2014	GIFTED AND TALENTED	HS REIMB - STUDENTS AP EXAM PREP TEST	250.00
03/31/2014	MUSIC	C. FELLOWS-REIMB. FOR HS SOLO ENSEMBLE	26.00
03/31/2014	MUSIC	C. FELLOWS-REIMB. FOR MS SOLO ENSEMBLE	16.00
03/31/2014	DISTRICT WIDE	KIDS KORNER - REIMB FOR LUNCHES INV #1052 - B	2.50
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - P HAESE - APR	539.31
03/31/2014	SCHOOL BUILDING ADMINISTRATION	E.S.-REIMB. FOR CHARGE CARD	48.86
03/31/2014	SCHOOL BUILDING ADMINISTRATION	E.S.-REIMB. FOR CHARGE CARD	1949.34
03/31/2014	SCHOOL BUILDING ADMINISTRATION	TRIS-REIMB. FOR CHARGE CARD	378.70
03/31/2014	SCHOOL BUILDING ADMINISTRATION	HS-REIMB FOR CHARGE CARD	8369.58
03/31/2014	SCHOOL BUILDING ADMINISTRATION	SPORTS BOOSTER - REIMB FOR WRESTLING STATE T-	506.65
03/31/2014	SCHOOL BUILDING ADMINISTRATION	SPORTS BOOSTER - REIMB FOR WRESTLING STATE RO	285.00
03/31/2014	OTHER RETIREMENT BENEFITS-OPEB	R COLE - ADD'L HEALTH INS APRIL	121.22
03/31/2014	DEPOSITS PAYABLE	LUNCH PAYMENTS	1066.00
03/31/2014	DISTRICT WIDE	STUDENT FEES	1169.20
03/31/2014	DISTRICT WIDE	VENDING	54.00
03/31/2014	DISTRICT WIDE	VENDING	172.00
03/31/2014	DISTRICT WIDE	VENDING	183.00
03/31/2014	DISTRICT WIDE	VENDING	67.00
03/31/2014	DISTRICT WIDE	VENDING	139.25
03/31/2014	DISTRICT WIDE	VENDING	149.75
03/31/2014	DISTRICT WIDE	VENDING	53.75
03/31/2014	DISTRICT WIDE	VENDING	182.75
03/31/2014	DISTRICT WIDE	VENDING	140.00
03/31/2014	DISTRICT WIDE	VENDING	24.25
03/31/2014	DISTRICT WIDE	MARCH INTEREST	1786.29
03/31/2014	DISTRICT WIDE	AID - SPECIAL EDUCATION AND SCHOOL AGE PARENT	115294.00
03/31/2014	DISTRICT WIDE	AID - STATE SCHOOL LUNCH AID	7214.42
03/31/2014	DISTRICT WIDE	AID - SCHOOL BREAKFAST PROGRAM	1710.66
03/31/2014	DISTRICT WIDE	AID - WISCONSIN SCHOOL DAY MILK PROGRAM	2573.83
03/31/2014	DISTRICT WIDE	AID - PER PUPIL AID	133575.00
03/31/2014	DISTRICT WIDE	AID - EQUALIZATION AIDS	2940128.00
03/31/2014	CASH ON DEPOSIT	AID - FOOD SERVICE	18522.20
03/31/2014	CASH ON DEPOSIT	AID - FOOD SERVICE	21343.30
03/31/2014	DISTRICT WIDE	AID - IDEA FLOW THROUGH (EIS)	135028.43
03/31/2014	DISTRICT WIDE	AID - IDEA PRESCHOOL ENTITLEMENT	3397.64
03/31/2014	DEPOSITS PAYABLE	E-FUNDS FOR MARCH FOOD SERVICE	11530.00
03/31/2014	DISTRICT WIDE	E-FUNDS FOR MARCH FEES	578.00
Total for Cash Receipts			3461281.40

POST	CHECK	CHE	CHECK		
DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
03/03/2014	75843	R	03/03/2014	DEAN HEALTH PLANS	169,217.53
03/03/2014	75844	R	03/03/2014	DELTA DENTAL OF WISCONSIN	28,527.38
03/03/2014	75845	R	03/03/2014	SUN LIFE FINANCIAL	2,939.18
03/03/2014	75846	R	03/03/2014	WEA INSURANCE TRUST	4,827.04
03/10/2014	75847	R	03/10/2014	AMERIPRISE FINANCIAL SERVICES	570.00
03/10/2014	75848	R	03/10/2014	FRANKLIN TEMPLETON BANK & TRUST	1,210.00
03/10/2014	75849	R	03/10/2014	KOHN LAW FIRM S.C.	195.74
03/10/2014	75850	R	03/10/2014	METLIFE	75.00
03/10/2014	75851	R	03/10/2014	MG TRUST COMPANY	650.00
03/10/2014	75852	R	03/10/2014	SBG-VAA	830.00
03/11/2014	75853	R	03/11/2014	EMPLOYEE BENEFITS CORPORATION	1,527.75
03/11/2014	75854	R	03/11/2014	KRAUSE, DEANNA	162.53
03/11/2014	75855	R	03/11/2014	RINGHAND BROTHERS INC	59,964.89
03/11/2014	75856	R	03/11/2014	WI EDUC MEDIA AND TECHNOLOGY A	100.00
03/14/2014	75857	R	03/14/2014	ANGELA FILER	100.00
03/14/2014	75858	R	03/14/2014	MADISON WEST HIGH SCHOOL	48.00
03/14/2014	75859	R	03/14/2014	WISCONSIN SCHOOL MUSIC ASSOCIA	688.00
03/19/2014	75860	R	03/19/2014	DAVE'S ACE HARDWARE	591.09
03/19/2014	75861	R	03/19/2014	ADVANCED DISPOSAL	2,040.25
03/19/2014	75862	R	03/19/2014	AIRGAS USA LLC DBA ENCOMPASS	1,034.29
03/19/2014	75863	R	03/19/2014	AIRWAY SALES INC	786.60
03/19/2014	75864	R	03/19/2014	AMERICAN IND STEEL & SUPPLY	374.90
03/19/2014	75865	R	03/19/2014	AT & T	155.28
03/19/2014	75866	R	03/19/2014	AT&T LONG DISTANCE	781.49
03/19/2014	75867	R	03/19/2014	AWSA-WFEA	250.40
03/19/2014	75868	R	03/19/2014	BJ ELECTRIC SUPPLY INC.	384.13
03/19/2014	75869	R	03/19/2014	BLACKHAWK TECHNICAL COLLEGE	2,488.34
03/19/2014	75870	R	03/19/2014	BUTTCHEN ELECTRIC	609.90
03/19/2014	75871	R	03/19/2014	CAROLINA BIOLOGICAL SUPPLY CO.	117.10
03/19/2014	75872	R	03/19/2014	CARTER & GRUENEWALD CO., INC.	113.38
03/19/2014	75873	R	03/19/2014	CATHERINE A VAN LEUVEN MD	9,950.00
03/19/2014	75874	R	03/19/2014	CHARTER COMMUNICATIONS	200.00
03/19/2014	75875	R	03/19/2014	DEPT OF HEALTH SERVICES	108.10
03/19/2014	75876	R	03/19/2014	DIVERSIFIED BENEFIT SERVICES	320.44
03/19/2014	75877	R	03/19/2014	DWD-UNEMPLOYMENT INSURANCE	142.53
03/19/2014	75878	R	03/19/2014	E-RATE EXCHANGE, LLC	730.00
03/19/2014	75879	R	03/19/2014	EVANSVILLE REVIEW	423.50
03/19/2014	75880	R	03/19/2014	FOLLETT SCHOOL SOLUTIONS, INC.	320.18
03/19/2014	75881	R	03/19/2014	GEORGE, MICHAEL	116.50
03/19/2014	75882	R	03/19/2014	GREY HOUSE PUBLISHING	370.70
03/19/2014	75883	R	03/19/2014	THE GRUENKE COMPANY INC	70.29
03/19/2014	75884	R	03/19/2014	HANSON ELECTRONICS	39.98
03/19/2014	75885	R	03/19/2014	JELAINE LISA OLSEN	770.50
03/19/2014	75886	R	03/19/2014	JILL GIERACH CONSULTIING	768.27
03/19/2014	75887	R	03/19/2014	JOSTENS	1,391.52
03/19/2014	75888	R	03/19/2014	LAMINATION DEPOT INC	65.83
03/19/2014	75889	R	03/19/2014	MACGILL AND CO	75.32
03/19/2014	75890	R	03/19/2014	MADISON RECHARGING SERVICE INC	1,129.61
03/19/2014	75891	R	03/19/2014	NELSON-YOUNG LUMBER COMPANY	40.00
03/19/2014	75892	R	03/19/2014	NORTH AMERICAN MECHANICAL INC	590.00
03/19/2014	75893	R	03/19/2014	OCCUPATIONAL HEALTH CENTERS	83.50
03/19/2014	75894	R	03/19/2014	OFFICE DEPOT	279.21
03/19/2014	75895	R	03/19/2014	PECKHAM, GREGG	62.00
03/19/2014	75896	R	03/19/2014	PETTERSON PLUMBING	109.75
03/19/2014	75897	R	03/19/2014	PIGGLY WIGGLY	70.52
03/19/2014	75898	R	03/19/2014	REALITY WORKS	343.35

POST	CHECK	CHE	CHECK		
DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
03/19/2014	75899	R	03/19/2014	RETA SECURITY INC	12,000.00
03/19/2014	75900	R	03/19/2014	RHYME BUSINESS PRODUCTS	4,019.44
03/19/2014	75901	R	03/19/2014	RHYME BUSINESS PRODUCTS LLC	3,076.71
03/19/2014	75902	R	03/19/2014	SCANTRON CORPORATION	191.27
03/19/2014	75903	R	03/19/2014	SCHMOLDT, TERRIE	21.00
03/19/2014	75904	R	03/19/2014	SCHOOL PERCEPTIONS	4,041.82
03/19/2014	75905	R	03/19/2014	SERVICE REPRODUCTION CO	18.36
03/19/2014	75906	R	03/19/2014	SIMONSON, MARK	23.31
03/19/2014	75907	R	03/19/2014	SIMPLEXGRINNELL LP	3,296.32
03/19/2014	75908	R	03/19/2014	SUPERIOR CHEMICAL CORPORATION	2,904.75
03/19/2014	75909	R	03/19/2014	TAHER	36,162.59
03/19/2014	75910	R	03/19/2014	TEACHERS ON CALL	17,548.36
03/19/2014	75911	R	03/19/2014	TRUGREEN	438.50
03/19/2014	75912	R	03/19/2014	UWC-ROCK COUNTY	5,747.22
03/19/2014	75913	R	03/19/2014	WARD-BRODT MUSIC MALL	13.90
03/19/2014	75914	R	03/19/2014	WELDERS SUPPLY COMPANY	78.20
03/19/2014	75915	R	03/19/2014	WISCONSIN DEPARTMENT OF PUBLIC	200.00
03/19/2014	75916	R	03/19/2014	WISCONSIN SCHOOL MUSIC ASSOCIA	1,278.00
03/21/2014	75917	R	03/21/2014	ANGELA FILER	100.00
03/21/2014	75918	R	03/21/2014	WFCA OFFICE	28.00
03/25/2014	75919	R	03/25/2014	AMERIPRISE FINANCIAL SERVICES	570.00
03/25/2014	75920	R	03/25/2014	FRANKLIN TEMPLETON BANK & TRUST	1,210.00
03/25/2014	75921	R	03/25/2014	KOHN LAW FIRM S.C.	109.75
03/25/2014	75922	R	03/25/2014	METLIFE	75.00
03/25/2014	75923	R	03/25/2014	MG TRUST COMPANY	650.00
03/25/2014	75924	R	03/25/2014	SBG-VAA	830.00
03/24/2014	2014019	M	03/24/2014	AT & T	1,852.04
03/24/2014	2014020	M	03/24/2014	EVANSVILLE WATER & LIGHT DEPT	37,275.36
03/24/2014	2014021	M	03/24/2014	U.S. CELLULAR	529.66
03/19/2014	131400212	A	03/19/2014	BADGER WATER LLC	51.70
03/19/2014	131400213	A	03/19/2014	BAKER, TERESA	37.74
03/19/2014	131400214	A	03/19/2014	CESA #2	3,684.00
03/19/2014	131400215	A	03/19/2014	CITY GLASS COMPANY	270.00
03/19/2014	131400216	A	03/19/2014	CPI QUALIFIED PLAN CONSULT INC	82.50
03/19/2014	131400217	A	03/19/2014	EMPATHIA INC	238.00
03/19/2014	131400218	A	03/19/2014	FRITZ, DEBRA	102.45
03/19/2014	131400219	A	03/19/2014	GARD, LINDA	162.53
03/19/2014	131400220	A	03/19/2014	KROHN, KIARA	41.63
03/19/2014	131400221	A	03/19/2014	LANDERS, PAULA	128.21
03/19/2014	131400222	A	03/19/2014	LANDMARK SERVICES COOPERATIVE	10,377.70
03/19/2014	131400223	A	03/19/2014	LEMKE, TAMMY	26.64
03/19/2014	131400224	A	03/19/2014	MCKENNA, HEATHER	14.68
03/19/2014	131400225	A	03/19/2014	MILLS, CAROLYN	79.92
03/19/2014	131400226	A	03/19/2014	MOHNS, JENNIFER	150.00
03/19/2014	131400227	A	03/19/2014	MUMM, JOANN	23.92
03/19/2014	131400228	A	03/19/2014	REDDERS, DEEJAY	66.60
03/19/2014	131400229	A	03/19/2014	ROTH, JERRY	371.85
03/19/2014	131400230	A	03/19/2014	SWEBERG, MICHELLE	41.63
03/19/2014	131400231	A	03/19/2014	WAHL, CARRIE	43.41
03/19/2014	131400232	A	03/19/2014	WATSON, RYAN	72.32
03/19/2014	131400233	A	03/19/2014	WIL-KIL PEST CONTROL	136.00

Totals for checks 450,424.78

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Special Meeting Agenda

Monday, April 28, 2014

6:00 PM

District Board and Training Center
340 Fair Street

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, and by forwarding the agenda to the Evansville Review, Union Bank & Trust and Eager Free Public Library.

- I. Roll Call: Tina Rossmiller Eric Busse _____
Sandra Spanton Nelson _____
- II. Approval of Agenda.
- III. Annual Board Reorganization:
 - A. Election of Officers.
 - B. Discussion of Committees, Determine Committee Structure, and Make Assignments.
 - C. Determine Meeting Times and Dates: How Board Members are Notified.
 - 1. Set May, June and July Board Meeting Dates
 - D. What Every New Board Member Needs to Know, About the District.
 - E. Review of Board Binder and:
 - 1. Legal Authority and Duties of Board Members (Policy #150).
 - 2. Open Meetings Law (Brochure).
 - 3. How Agendas are Set (Policy #171.2).
 - 4. How Board Meetings are Conducted (Policies #171 and #172).
 - 5. Purpose and Structure of Minutes (Policy #184).
 - F. Board Development:
 - 1. Board Training Needs.
 - G. Appoint a Board Member as Evansville Education Foundation Representative.
- IV. Business (Action Items):
 - A. Approval of Selection for Delegate Representative to CESA 2.
- V. 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.

Persons needing special accommodations or more specific information about the agenda items should call 882-5224, Ext. 3387, at least 24 hours prior to the meeting.

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda

Wednesday, April 30, 2014

6:00 p.m.

District Board and Training Center

340 Fair Street (Door 36)

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

- I. Roll Call: Tina Rossmiller _____
Eric Busse _____ Sandra Spanton Nelson _____ HS Rep. Hunter Johnson
HS Rep. Marissa Haegele _____
- II. Approve Agenda.
- III. Business (Action Items):
- A. Approval of April 9, 2014, Regular Minutes.
- B. Approval of High School HVAC/Geo-thermal System Analysis.
- C. Approval of High School Alternative Education.
- D. Approval of Food Service Request for Proposal (RFP).
- E. Approval to Move Forward with a Referendum.
- IV. Budget Finance – Chair, Kathi Swanson –
- A. Discussion Items:
- 1) 2013-2014 Budget Update.
- 2) 2014-2015 Budget Update.
- 3) Future Staff Wage Increases.
- 4) Future Staff Stipends.
- 5) Evansville Education Foundation Update.
- 6) Insurance Committee Update.
- 7) Employee Compensation Committees Update.
- B. Develop Budget Finance Agenda Items for May 28 Meeting.
- V. Communications Committee – Chair, Kathi Swanson –
- VI. Policy Committee – Chair, Tina Rossmiller -
- VII. Board Development – Chair, Eric Busse –
- A. Policy Governance.
- B. Paperless Board Packets.
- C. Develop Board Development Agenda for May 28 Regular Meeting.
- VIII. Future Agenda – Chair, Eric Busse -
- A. Develop May 14 Regular Board Meeting Agenda.
- IX. Adjourn.