

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Board of Education Regular Meeting Agenda**

**Wednesday, August 28, 2013**

**6:00 p.m.**

**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: [www.evansville.k12.wi.us](http://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: Dennis Hatfield          Eric Busse                          Mason Braunschweig  
                         Tina Rossmiller                  John Rasmussen                  HS Rep. Hunter Johnson  
                         Kathi Swanson                  Sandra Spanton Nelson          HS Rep. Marissa Haegele
  
- II. Approve Agenda.
  
- III. Business (Action Items) –
  - A. Approval of Staff Changes: Teacher Resignation, Hiring of: Teachers, Support Staff, Co- and Extra-Curricular Positions and Occupational Therapist.
  - B. Approval of August 14 Regular Board Minutes.
  
- IV. Budget Finance – Chair, Kathi Swanson –
  - A. Discussion Items:
    - 1) Update on Evansville Education Foundation.
    - 2) Citizens Advisory Committee Update.
    - 3) Insurance Committee Update.
    - 4) Update on 4K Investigation.
    - 5) Update on the 2013-2014 Budget.
    - 6) Annual Meeting, September 25.
    - 7) Update on the Football Press Box Fire.
  - B. Develop Budget Finance Agenda Items for September 25 Meeting.
  
- V. Policy – Chair, Tina Rossmiller –
  - A. First Reading of Policies:
    - 1) Policy #150-Board Powers and Responsibilities.
    - 2) Policy #513-Personnel/Payroll Management.
    - 3) Policy #522.8-Staff Dress.
    - 4) Policy #529.3-Bereavement Leave.
    - 5) Policy #536-Reduction in Work Force.

- 6) Policy #723.3-Emergency Closings.
- B. Develop Policy Draft Agenda for September 25 Regular Meeting.
  
- VI. Future Agenda – Chair, Eric Busse
  - A. Develop September 11 Regular Board Meeting Agenda.
  
- VII. Executive Session – Under Wisconsin State Statute 19.85(1)(e) to Discuss Evansville Education Association (EEA) and Evansville Education Association Auxiliary (EEAA) Negotiations.

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 agenda items should call 882-5224, ext. 3387 at least 24 hours prior to the meeting.*

Posted: 8/22/13

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda/Briefs

Wednesday, August 28, 2013  
6:00 p.m.

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: [www.evansville.k12.wi.us](http://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:** Dennis Hatfield      Eric Busse      Mason Braunschweig  
                         Tina Rossmiller      John Rasmussen      HS Rep. Hunter Johnson  
                         Kathi Swanson      Sandra Spanton Nelson      HS Rep. Marissa Haegele

II. **Approve Agenda.**

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

III. **Business (Action Items) –**

A. Approval of Staff Changes: Teacher Resignation, Hiring of: Teachers, Support Staff, Co- and Extra-Curricular Positions, and Occupational Therapist.

1. Resignation of **Lynda Oleinik, Gifted and Talented Teacher**, with her last day of work being September 13.

**Suggested Motion: I move we accept the resignation of Teacher Lynda Oleinik, contingent upon receiving the payment of \$500 for liquidated damages.**

**OR**

**Suggested Motion: I move we accept the resignation of Teacher Lynda Oleinik, waiving the payment of \$500 for liquidated damages.**

2. **Early Childhood Special Education Teacher – Carol Olson** – *Carol has worked with the Madison Head Start program, and in the integrated 4K and Early Childhood program in Albany. Her Head Start supervisor said she “sets high expectations for students and works with them to achieve these.” Carol has directed her own daycare center before going back to school for her degree in*

*Early Childhood/Special Education at UW-Whitewater and Edgewood College. Carol will be replacing Laura Martin and will be paid a salary of \$41,251.*

3. **High School English Language Arts Teacher - Angela Michaels** - *Hello, my name is Angela Michaels. I was born and raised in New York City, and have two years of full time teaching experience in Brooklyn, New York. Before that, I was a substitute teacher throughout the New York City public school system, and was also an adjunct instructor for the City University of New York. Through these experiences, I have had the pleasure of working with many students who impressed me with their knowledge of the world in many ways. I was a dance teacher before I became an English teacher, specializing in tap dance technique. The pride in watching my dance students perform gave me the courage to pursue the ELA classroom full time. I look forward to trading in the Rockaway Beach of my hometown Queens, New York, for the beautiful lakes of Wisconsin! Angela will be replacing Jolene Lenth and will be paid a salary of \$43,276.*
4. **.50 FTE Social Studies Teacher - Chad Thompson** - *My name is Chad Thompson. I was born in Appleton, WI and graduated from Appleton East High School. I attended UW-Platteville, and have received full Bachelor's degrees in both History and Broad Field Social Sciences, with emphases in Economics and Political Science. I did not teach directly out of college, but did enjoy two careers in Madison, WI after graduation. I worked as an employee supervisor at CAPTEL, Inc., which provides captioned phone service to the hearing impaired and deaf community. Subsequent to that experience, I was a Property Manager for Madison Property Management, and oversaw a portfolio of 250-325 units. I returned to UW-Platteville in the Fall of 2010 to complete the History Bachelors and fulfill the education requirements that had changed since my previous enrollment. I completed my student teaching in Sun Prairie, WI, and served as a substitute there for the 2012-2013 school year. In my spare time, I enjoy reading, hiking, camping, fishing, listening to music, playing guitar, and biking. Chad is replacing Katy Fisher and his salary will be \$16,838.*
5. **5<sup>th</sup> Grade Teacher – Amy Rice** – *Amy graduated from Cardinal Stritch University in January 2013 with a teaching certification. She has subbed in various districts during 2<sup>nd</sup> semester of the 2012-13 school year. Her BS degree is from the University of Wisconsin, Madison, in the area of Agricultural Journalism. Amy is replacing Allison Ojeda and will be on a one year contract for a salary of \$37,205.*
6. **Occupational Therapist – Katherine Tomaszewski** - *Katie graduated from UW-Milwaukee with a Master's degree in Occupational Therapy in 2010. While a student, she completed her first clinical rotation providing school based services at Hartford School District. She also shared time at Special Therapies, Inc. which is a clinic that specializes in sensory integration treatment along with providing OT services at an outpatient pediatric facility. She currently has been employed at Rehab Resources Inc. for two years in which she has worked with the birth to three population in their natural environment, as well as work with*

*school aged children at our clinic. Additionally, she has been able to run handwriting camps during the summer for our clients and she has focused experience in creating sensory diets and implementing the Therapeutic Listening program. Katie is replacing Stephanie Gifford and two temporary employees and her salary will be \$45,108. Katie will begin on 9/16/13.*

**7. Elem 50% Guidance Counselor -**

**Suggested Motion: I move we approve the hiring of Carol Olsen, Early Childhood Special Education Teacher for a salary of \$41,251; Angela Michaels, High School English Language Arts Teacher for a salary of \$43,276; Chad Thompson, .50 Social Studies Teacher for a salary of \$16,838; Amy Rice, 5<sup>th</sup> Grade Teacher, a one year contract for a salary of \$37,205; and Katherine Tomaszewski, Occupational Therapist, for a salary of \$45,108.**

**8. Part-Time Special Educational Assistants –**

- a. **Garth Coats** - *Garth brings his experience of hands on coaching/personal training with all age groups ranging from 10 years of age up to 70 to this position. He has been a coach for the Power of Positive Athletes program in Evansville, WI every summer since 2006, during that time he has worked and developed kids in strength, agility, and conditioning, ages 10-18. Helped in fundraising and local donations for Power of Positive Athletes program in Evansville. He has also helped coach every summer youth football camp since 2006. Ages 5-14 and been an assistant varsity football coach since 2010. Garth will be replacing Kim Mullett, who is now full-time. Garth will be working 3.5 hours/day at a rate of \$11.72/hour.*
- b. **Susan Shepherd** - *Sue Shepherd has worked for over 2 years as a substitute support aid in the Parkview School District with students in grades 4-12. Her work included supporting special education students. This would include students who were in self-contained settings to students who were mainstreamed. Additionally, she was a volunteer within the Parkview School District and held the office of PTO president. Sue will be replacing Mandy Giessel and will be working 3.5 hours/day at a rate of \$11.72/hour.*

**9. Cleaner –**

**Suggested Motion: I move we approve the hiring of: Garth Coats and Susan Shepherd, 3.50 hours/day as special educational assistants for a rate of \$11.72/hour.**

10. **50% Varsity Poms – Marissa Pigott** – *Marissa was our JV Poms Coach last school year (2012-13) and is being promoted to 50% Head Varsity Poms Coach shared with Coach Kelly Fanta. Her salary will be \$1,312.*

11. **HS Junior Varsity Volleyball – Karla Wickersham** – *Karla is transferring from Frosh Volleyball to JV Volleyball. Her new salary amount will be \$2,410.*
12. **Freshman Girls Volleyball – Kate Wethal** - *Kate is 2012 Evansville High School graduate. She played four years of volleyball as a student at EHS and has coached our current high school volleyball players the past two summers. Kate is continuing her education in graphic design. Her salary will be \$1,640.*
13. **Middle School Girls Volleyball -**

**Suggested Motion:** I move we approve the co-curricular contract for 50% Varsity Poms to Marissa Pigott for a salary of \$1,312, Karla Wickersham as HS JV Volleyball Coach for a salary of \$2,410, Kate Wethal as Freshman Girls Volleyball for a salary of \$1,640.

**FYI –**

**HS/MS Literacy and Technology Learning Integration Teacher – Jolene Lenth** – Jolene is being transferred from HS English Language Arts Teacher to this position. Jolene will be paid her current salary.

**5<sup>th</sup> Grade Teacher – Carrie Wahl** – *Carrie was a 1<sup>st</sup> grade teacher last school year and we had transferred her to the open 5<sup>th</sup> grade position on August 13. Due to student numbers, we are now asking her to return as a 1<sup>st</sup> grade teacher.*

- B. Approval of August 14 Regular Board Minutes – *Enclosed are the unapproved minutes.*

**Suggested Motion:** I move we approve the August 14 Regular Board Meeting Minutes as presented.

**IV. Budget Finance – Chair, Kathi Swanson –**

A. Discussion Items:

- 1) Update on Evansville Education Foundation – *Ms. Swanson will present an update. Enclosed is a flyer.*
- 2) Citizens Advisory Committee Update – *Mr. Roth will present an update. The initial meeting will be on Monday, September 9 at 6:30 pm in the District Board Room.*
- 3) Insurance Committee Update – *Ms. Treuden will present an update.*
- 4) Update on 4K Investigation – *Ms. Landers has scheduled the 4K Panel Discussion for Tuesday, September 17, 2013, from 6:30 – 8:30 pm at Creekside Place. Area districts who have confirmed their participation on the panel for this date include DeForest, Edgerton, Marshall, and Oregon. Ms. Joanna*

*Parker, 4K coach from DPI, will facilitate the panel discussion. Enclosed is the flyer.*

- 5) Update on the 2013-2014 Budget – *Ms. Treuden will present an update.*
- 6) Annual Meeting, September 25 – *Ms. Treuden will present an update.*
- 7) Update on the Football Press Box Fire – *Mr. Roth will present an update.*

B. Develop Budget Finance Agenda Items for September 25 Meeting.

**V. Policy – Chair, Tina Rossmiller –**

A. First Reading of Policies:

- 1) Policy #150-Board Powers and Responsibilities – *with suggested changes.*
- 2) Policy #513-Personnel/Payroll Management – *suggested for removal.*
- 3) Policy #522.8-Staff Dress – *suggested for removal.*
- 4) Policy #529.3-Bereavement Leave – *suggested for removal.*
- 5) Policy #536-Reduction in Work Force – *suggested for removal.*
- 6) Policy #723.3-Emergency Closings – *with suggested changes.*

B. Develop Policy Draft Agenda for September 25 Regular Meeting.

**VI. Future Agenda – Chair, Eric Busse**

A. Develop September 11 Regular Board Meeting Agenda – A draft is enclosed.

**VII. Executive Session – Under Wisconsin State Statute 19.85(1)(e) to Discuss Evansville Education Association (EEA) and Evansville Education Association Auxiliary (EAAA) Negotiations.**

**Suggested Motion: I move we move into executive session, under Wisconsin State Statute 19.85(1)(e) to Discuss Evansville Education Association (EEA) and Evansville Education Association Auxiliary (EAAA) Negotiations.**

You will adjourn from executive session.

Lynda S. Oleinik

Osborn Dr., McFarland WI, 53558 | (608) 219.1280 | [lynda.oleinik@gmail.com](mailto:lynda.oleinik@gmail.com)

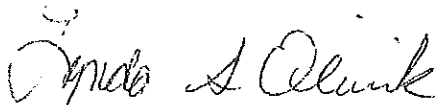
August 21, 2013

To Jerry Roth and the Evansville Community School District Board of Education:

Please accept my resignation from the Evansville Community School District pending board approval of an administrative contract with the School District of Mauston. My last day of employment with the Evansville Community School District will be September 13, 2013.

I have enjoyed working with the students, families, educators, administrators, and board members in this community. The strong commitment to a high quality education for all students is clear in both the words and actions taken.

Sincerely,



Lynda S. Oleinik

Read 8-21-13  
km



To: ECSD School Board; Jerry Roth

From: Bob Flaherty and Scott Everson

Re: Library Media Specialist Positions

Date: August 20, 2013

As indicated in the previous July 18, 2013 memo, and per Board okay at the School Board Meeting, we have moved forward with the best possible “creative” solution to our vacant LMS positions:

- We were extremely fortunate to find a fully certified, highly regarded educator (Adrienne Kangas) who accepted a position in our district. We structured this position as a shared MS/HS position knowing we would be very unlikely to find another fully certified, highly effective candidate.
- We created a shared position titled “MS/HS Literacy and Technology Learning Integration Teacher” and posted the position internally. Jolene Lenth applied for this position and we believe she will be an excellent fit, working alongside and complimenting our MS/HS LMC position.
- Jolene moving to the Literacy and Technology Learning Integration position opened up an English/Language Arts vacancy at the HS. We posted this position, interviewed candidates, and offered the position to one of our candidates (Angela Michaels) pending Board approval.
- We have offered a .5 FTE position to a fully certified Social Studies teacher (Chad Thompson) who accepted the position pending Board approval. This position will fulfill our .33 Social Studies need and will also provide some daily LMC coverage to allow planning, collaboration, and consultation time between Adrienne and Jolene in order to facilitate consistent LMS, technology, and content area literacy support services in both the MS and HS.

-- Bob Flaherty and Scott Everson

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, August 14, 2013, at 5:30 pm in the TRIS LMC.

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

**APPROVE AGENDA**

Motion by Mr. Braunschweig, seconded by Ms. Spanton Nelson, moved to approve the agenda as presented. Motion carried, 6-0 (voice vote).

**EXECUTIVE SESSION**

Motion by Ms. Swanson, seconded by Ms. Rossmiller, moved to move into executive session, under Wisconsin State Statute 19.85(1)(F) to discuss personal histories of specific persons. Motion carried, 5-1 (Braunschweig)(roll call vote).

Returned to open session at 5:40 pm and took a break until 6:00 pm.

**PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS**

- August 15 – Evansville Night Out, Lake Leota Park, 6:00 – 8:00 pm
- September 3 – First Day of School

**PUBLIC PRESENTATIONS**

President of Blue Devil Gridiron Club, Mr. Gary Feldt, presented a petition with approximately 387 electronic and hard copy signatures in favor of naming the high school football field, the Ron Grovesteen Field.

**DISTRICT ADMINISTRATOR REPORT**

Mr. Roth's submitted report was on the 2013-2015 biennial budget, an update from Deputy State Superintendent, Dr. Mike Thompson. Discussion.

**BUSINESS (Action Items)**

Motion by Ms. Spanton Nelson, seconded by Mr. Braunschweig, moved to name the football field, the Ron Grovesteen Field. Discussion. Mr. Braunschweig requested a roll call vote. Motion carried, 4-2 (Swanson, Rossmiller)(roll call vote).

Mr. Feldt thanked the Board, on behalf of the Gridiron Club.

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to accept the resignation of food service worker, Lori Blom. Motion carried, 6-0 (voice vote).

Motion by Ms. Swanson, seconded by Mr. Braunschweig, moved to accept the resignation of .33 High School Social Studies Teacher, Katy Fisher, contingent upon receiving the payment of \$500 for liquidated damages. Discussion. Ms. Spanton Nelson moved to amend the motion, waiving the liquidated damages. No second. Discussion. Motion failed, 3-3 (Busse, Spanton Nelson, Braunschweig).

Motion by Ms. Spanton Nelson, seconded by Mr. Braunschweig, moved to accept the resignation of .33 High School Social Studies Teacher, Katy Fisher, waiving the payment of \$500 for liquidated damages. Discussion. Motion carried, 5-1 (Rossmiller)(voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Spanton Nelson, moved to approve the contracts of School Nurse, Teresa Baker for a salary of \$4,725; 50% Elementary Guidance Counselor, Nicole Bilzing for a salary of \$16,838; PE/Health Teacher, Kendall Buttchen for a salary of \$33,676; HS Social Studies, Robert DeMeuse for a salary of \$33,676; and HS/MS Library Media Specialist, Adrienne Kangas, for a salary of \$50,605. Discussion. Motion carried, 6-0 (voice vote).

Motion by Ms. Spanton Nelson, seconded by Mr. Braunschweig, moved to approve the hiring of Technology Specialist, Holdin Worley, at an hourly rate of \$14.50; 50% Special Educational Assistant, Jay Hrdlicka, at his current rate of pay; and Health Clerk, Laura Jorgensen, at an hourly rate of \$11.72. Motion carried, 6-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Spanton Nelson, moved to approve the co-curricular contracts of MS Boys Basketball, Ron Grovesteen, for a stipend of \$1,808; HS Assistant Cross Country Coach, Robert DeMeuse, for a stipend of \$1,968; and HS JV Pom Pons, Angela Waidley, for a stipend of \$2,067. Motion carried, 6-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Mr. Rasmussen, moved to approve the Administrative Contract for Paula Landers, in the amount of \$87,507. Discussion. Motion carried, 6-0 (voice vote).

#### **INFORMATION & DISCUSSION**

FFA Advisor, Mr. Kvalheim, presented his 2013-2014 FFA overnight field trips. Discussion.

High School Principal, Mr. Everson, presented a Future Business Leaders of America (FBLA) Extra-Curricular proposal. Discussion.

Mr. Roth presented information on a proposed Citizens Advisory Committee. Discussion.

Director of Instruction, Ms. Landers, presented an update on the 4K investigation. Discussion.

Mr. Busse presented, for a second reading, policies #171-Board Meetings and #760-Food Service Program. Discussion. Policies to come back for approval with suggested changes.

#### **PUBLIC PRESENTATIONS**

None.

**CONSENT (Action Items)**

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to approve the consent agenda items: July 24, 2013, regular meeting minutes, and the June Bills and Reconciliation as presented. Motion carried, 5-0-1 (Busse abstained)(roll call vote).

**FUTURE AGENDA**

August 28, 2013, regular meeting agenda shared. Discussion.

A five minute recess taken.

**EXECUTIVE SESSION**

Motion by Ms. Rossmiller, seconded by Mr. Rasmussen, moved to move into executive session, under Wisconsin State Statute 19.85(1)(c) to discuss District Administrator evaluation. Motion carried, 6-0 (roll call vote).

Meeting adjourned from executive session at 8:08 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: \_\_\_\_\_ Dated: \_\_\_\_\_ Approved: 8-28-13  
Eric Busse, President

Unapproved Minutes

Kathi Swanson: Ex Officio Member representing the  
Evansville Community School District Board of Education  
Jerry Roth: Ex Officio Member and District Administrator

We are currently looking for additional volunteers to staff  
EEF committees. Individuals can volunteer for as many or  
few hours as they choose and can join whichever committee  
they like.

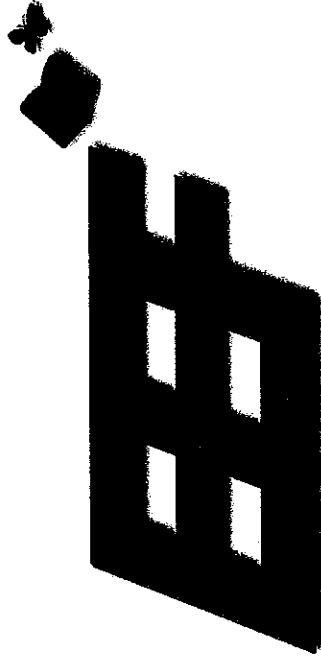
If you believe as we do that:

- our community is an integral part of our school  
district,
  - every child deserves the best possible education,
  - we do have the power to make our schools greater  
and our community stronger,
- please consider joining us at EEF. Together we can make the  
future brighter for our students and our citizens.

### **How can I contact EEF?**

In the future EEF will have its own Web site, phone number  
and email address. At present, you can get more information  
by contacting Nancy Hurley at 608-882-4327 or  
[njh223@gmail.com](mailto:njh223@gmail.com)

We look forward to hearing from you and working together  
at EEF!



*Evansville Education Foundation*

# **Supporting Our Schools!**

## **What is the Evansville Education Foundation?**

The **Evansville Education Foundation – EEF** – is a non-profit organization whose mission is to raise funds for the Evansville Community School District. Though completely independent of the school district, EEF works with school officials to help identify funding needs. In general, donations to EEF are deductible for income tax purposes.

## **Why does Evansville need an education foundation?**

Education foundations are forming all over the country to supplement funds provided by federal and state government. Cuts to education in recent years, at both the state and federal level, have meant that education foundations are now raising money to help fill the gap left by reductions in government funding.

## **How does EEF work?**

**EEF** operates under a unique structure involving eight committees overseen by a Board of Directors. The committees and their functions are as follows:

**Wish List Committee:** works with school district staff to identify items and services that would enhance the education of students but for which funds are currently not available. Examples may include: books, art supplies, or money for professional development. These “wishes” are compiled into a master list. Donors can choose the item(s) they would like to fund.

**Grants Committee:** researches grants available to the school district and assists staff in completing grant applications.

**Special Events Committee:** organizes school and community fundraisers to provide additional financial support to the school district.

**Alumni Outreach Committee:** works with school staff to develop lists of alumni and works with alumni groups to solicit donations to the district.

**Endowment Committee:** is an extension of the existing *Evansville Excellence in Education Fund* administered through the Community Foundation of Southern Wisconsin, which will continue to oversee endowment donations. EEF works to promote contributions to the fund.

**Communications Committee:** assists in developing promotional and informational materials for EEF, including brochures, newsletters, Web site, and annual report.

**Finance Committee:** processes donations, maintains financial records, provides financial advice, and produces an annual report.

**Technology Committee:** researches uses of technology in advancing the mission of EEF and assists in their development and upkeep.

## **Who Staffs EEF?**

EEF is staffed entirely with volunteers from the community and the school district and governed by a Board of Directors. Current Board members are:

Vince Maloney: President  
Mary Koehl: Vice-President  
Bill Kasten: Secretary  
Roger Roth: Treasurer  
Cecile David  
Nancy Hurley  
Tom Olson

Evansville Community School District  
Citizens Advisory Committee  
**Interest to Participate Form**

Citizens Advisory Committee Purpose:

The purpose of the Citizens Advisory Committee (CAC) is to advise the school board and administration on future planning to address curriculum, technology, facility and operational needs of the District.

CAC Membership:

- Parents, residents without children, senior citizens, retired residents, business owners, clergy, recent graduates and secondary students
- 15-18 members

Tasks of the CAC:

- Appoint chairperson and public relations person
- Create ground rules for the CAC
- Gain an historical and a future perspective on District finances
- Learn about the needs of the District to improve student achievement
- Develop a comprehensive community survey
- Analyze survey results and develop recommendations to the Board of Education

Meetings:

- Approximately two meetings per month, (1-2 hours per meeting)
- September 2013 – April 2014

Tentative Timeline:

September 9, 6:30 pm	Invite Public to Participate Meeting
September	Form CAC
October	Present current and historical District information
November-December	Develop community survey
December-January	Conduct survey
February	Review survey
March-April	Recommendation to the Board

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
Email: \_\_\_\_\_

**What is your age?**

- 14-18 (student)     19-25     26-35     36-45     46-55     56-64     65 and older

**How long have you lived in the Evansville Community School District (ECSD)?**

- Less than one year     1-5 years     6-10 years     11-20 years  
 More than 20 years

**In which municipality do you reside?**

- Town of Brooklyn     Town of Center     Evansville  
 Town of Janesville     Town of Magnolia     Town of Porter  
 Town of Union     Town of Rutland  
 Other \_\_\_\_\_

**Are you a current or former employee of the ECSD?**     Yes     No

**Do you have children attending our schools?**     Yes     No

**If you have school-aged children, what school(s) do they attend? (Select all that apply)**

- Levi Leonard Elementary School  
 Theodore Robinson Intermediate School  
 J.C. McKenna Middle School  
 Evansville High School  
 Private school \_\_\_\_\_  
 Home school  
 Public school outside of the District \_\_\_\_\_

**Please mark any additional relationship you have with the District:**

- Parent of child younger than elementary school age  
 Parent of an ECSD graduate  
 Grandparent of an ECSD student/graduate  
 ECSD graduate  
 Relative of an ECSD employee  
 Volunteer/business partner at the ECSD  
 Community member/taxpayer  
 Other \_\_\_\_\_

**Please explain your interest in participating on the CAC:**

---

---

---

---

---

---

---

---

---

---

---



# MEMORANDUM

TO: Board of Education  
FROM: Jerry Roth, District Administrator  
RE: Evansville Community School District Citizens Advisory Committee (CAC) Charge  
DATE: August 20, 2013

The Evansville Community School Board has formed a Citizens Advisory Committee (CAC) consisting of community members for the purpose of reviewing, researching and making a recommendation to the School Board with respect to:

- Curriculum and instruction
- Technology
- Communications
- District facilities
- Operational funding

## **Section 1: Creation and Purpose**

The CAC shall serve at the direction of the Board in an advisory capacity only, whose purpose shall be to assist, advise and make a prioritized recommendation to the Board with respect to the following:

1. To insure that the recommendations continue to allow the School District to carry out its vision to create a culture of excellence in:
  - a. Academic achievement
  - b. Character development
  - c. Pursuit of arts, athletics, and other activities
  - d. Community engagement
  - e. Highly effective staff
2. To address maintenance and facility needs
3. To summarize the short and long term financial impact of such recommendations

## **Section 2: Duties of the Citizens Advisory Committee (CAC)**

The duties of the CAC shall include:

1. Review existing data, including site visits, school funding sources, audits, and the results from the School Perceptions community survey.
2. Formulate recommendations considering the following criteria (in alphabetical order) and others develop by the CAC:
  - a. Cost effectiveness
  - b. Operational efficiency
  - c. Safety and security
  - d. Student achievement and learning
3. Develop a written recommendation with a prioritized list of options and overall project costs if necessary. This report should be designed to help the Board make decisions over the next five (5) years with respect to:
  - Curriculum and instruction
  - Technology
  - Communications
  - District facilities
  - Operational funding
4. Present final recommendations at the March 12 or April 9, 2014, Board Meeting @ 6:00 p.m.

# *Evansville*

*Community School District*

---

## MEMORANDUM

To: Evansville Board of Education  
From: Doreen Treuden, Business Manager  
Re: Insurance Committee  
Date: August 28, 2013

The Insurance Committee will reconvene for the 2013-2014 school year. As you recall the Committee was formed last fall for the purpose of reviewing all employee benefits for the best value; exploring opportunities for cost savings; discussing strategies for incorporating wellness programs; preparing the District for the impact of ACA (Affordable Care Act); and educating all employees on insurance issues.

A representative from Associated Financial will facilitate the Committee meetings again this year. Committee members will include representatives from each employee group and the retiree group. Kathi Swanson and a "new Board Member" will be members of the insurance committee according to the BOE Committee list generated last April. I anticipate the first Committee meeting to be scheduled for early October. The Committee will meet through next spring for a total of 4-6 meetings.

# YOU ARE CORDIALLY INVITED TO ATTEND...



## **Investigating 4 year-old Kindergarten: A Panel Discussion**

*A learning session for families, child care providers, and  
the Evansville community*

**Tuesday, September 17, 2013**

**6:30 - 8:30 pm**

**At Creekside Place**

Ms. Joanna Parker, a 4K coach with the Wisconsin Department of Public Instruction, will facilitate a panel discussion with representatives from area communities providing 4 year-old Kindergarten programs. There will be opportunities for discussion and questions from the audience, and an opportunity for further input into 4 year-old learning opportunities in Evansville for those interested. For more information about this event, please contact the Evansville Community School District at 882-3384.

# Evansville

*Community School District*

---

## MEMORANDUM

To: Evansville Board of Education  
From: Doreen Treuden, Business Manager  
Re: 2013-2014 Budget  
Date: August 28, 2013

The next version of the 2013-2014 Budget will come before the Board of Education at the September 10<sup>th</sup> meeting. It will be the same budget that will be presented at the Annual Meeting on September 25<sup>th</sup>. Keep in mind that the budget presented at the Annual Meeting will not include the final revenue limit information because the 3<sup>rd</sup> Friday student count will not be confirmed and the state aid amount will not be certified. The final budget will come before the Board after the certification of state aid on October 15, 2013. The budget continues to be a work in progress as changes are made based on the hiring of new staff.

# *Evansville*

*Community School District*

---

## MEMORANDUM

To: Evansville Board of Education  
From: Doreen Treuden, Business Manager  
Re: Annual Meeting  
Date: August 28, 2013

Attached are the presentation slides from the 2012 Annual Meeting. Please review and let me know if you have any questions or suggestions for changes for the 2013 Annual Meeting presentation.

EVANSVILLE COMMUNITY SCHOOL DISTRICT

DEBT SERVICE STRUCTURE

ISSUE DATE	ISSUE TYPE	ORIGINAL AMOUNT	INTEREST RATE	MATURITY DATE	PRINCIPAL BALANCE 6/30/2012
03/01/05	** School Imp. Bonds	22,570,000	4.60%	2020	21,145,000
08/05/10	*** Refunding Bonds	1,140,000	4.40%	2021	985,000

DEBT SERVICE SCHEDULE

Year Due	School Imp. Bonds		School Imp. Bonds		Refunding Bonds		Total Principal	Total Interest	Total Debt Service
	Principal	Interest	Principal	Interest	Principal	Interest			
2013			1,750,000	977,323	85,000	42,372	1,835,000	1,019,695	2,854,695
2014			1,960,000	902,547	90,000	39,525	2,070,000	942,472	3,012,472
2015			2,200,000	803,948	100,000	35,944	2,300,000	839,892	3,139,892
2016			2,460,000	693,947	110,000	31,844	2,570,000	725,491	3,295,491
2017			2,745,000	570,948	115,000	26,691	2,860,000	597,639	3,457,639
2018			3,010,000	466,637	125,000	21,284	3,135,000	487,921	3,622,921
2019			3,325,000	350,000	135,000	15,103	3,460,000	385,103	3,825,103
2020			3,675,000	183,750	145,000	8,006	3,820,000	191,756	4,011,756
2021					80,000	2,100	80,000	2,100	82,100
	0	0	21,145,000	4,949,500	985,000	222,569	22,130,000	5,172,069	27,302,069

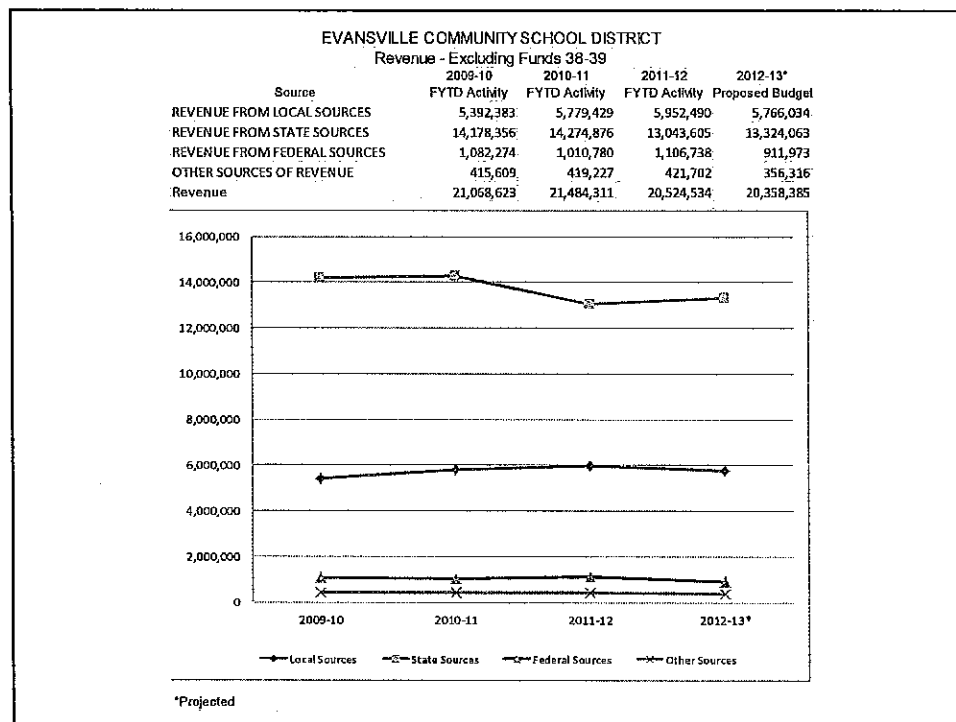
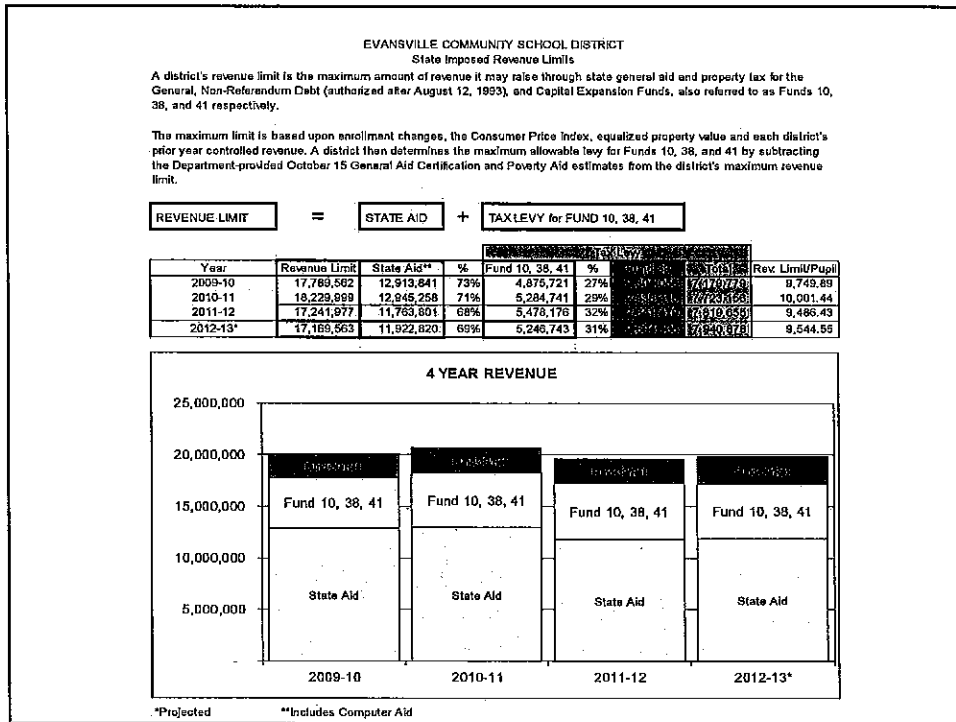
\*\* Original bonds dated 10/09/01 for \$25,515,000 at 5.06%  
 \*\*\* Original issue was a State Trust Fund Loan dated 01/31/04 at 5.25%

Note: During June, 2007 the District established a post employment trust with Marshall & Ilsley Trust Company. The balance in the account at June 30th, 2012 was \$5,097.39 and the interest earned during the year was \$ .69. There were no disbursements from this account.

07/12/02

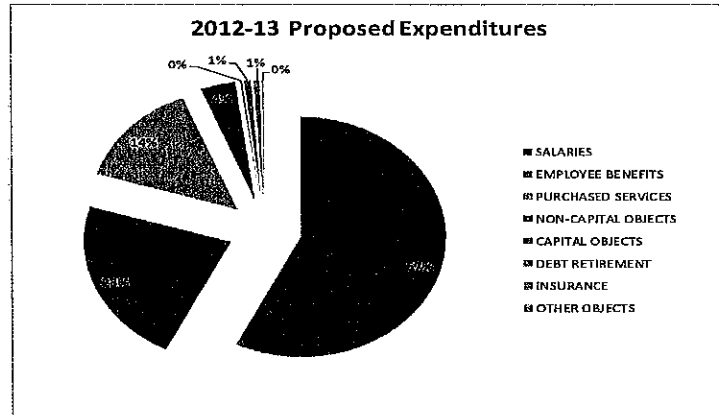
EVANSVILLE COMMUNITY SCHOOL DISTRICT  
 FIVE YEAR HISTORY  
 OF  
 BASIC FACTS

Fact	2007-2008	2008-2009	2009-2010	2010-2011	2011-12	Projected 2012-13
Fund 10 Operating Budget	17,481,400	18,487,871	18,766,771	19,297,088	19,049,777	18,330,545
Debt Service Levy	2,176,659	2,298,363	2,424,619	2,564,637	2,473,479	2,815,507
Total Tax Levy	6,421,548	7,096,094	7,179,779	7,723,156	7,819,655	7,940,878.00
Equalized Value (TIF Out)	669,529,166	692,934,810	684,597,795	673,865,238	672,116,085	672,960,585
MHI Rate	9.59	10.24	10.49	11.46	11.63	11.81
Equalization Aid	12,077,732	12,409,004	12,907,653	12,936,975	11,753,976	11,912,842
Teachers (F.T.E.)	152.47	156.83	158.08	153.40	148.8	140.0
Total Employees (includes substitutes)	360	376	390	374	360 (56)	333 (46)



**EVANSVILLE COMMUNITY SCHOOL DISTRICT**  
Expenditures - Excluding Funds 38-39

Source	2009-10 FYTD Activity	2010-11 FYTD Activity	2011-12 FYTD Activity	2012-13* Proposed Budget
SALARIES	12,012,124	12,223,828	12,089,727	11,671,719
EMPLOYEE BENEFITS	4,973,156	5,342,682	4,709,457	4,564,298
PURCHASED SERVICES	2,898,447	2,701,712	2,786,117	2,901,700
NON-CAPITAL OBJECTS	804,416	761,286	784,257	790,988
CAPITAL OBJECTS	118,252	68,074	61,516	50,396
DEBT RETIREMENT	166,068	127,116	71,657	175,475
INSURANCE	116,629	98,679	141,882	155,869
OTHER OBJECTS	26,585	24,485	37,375	46,798
	20,907,645	21,347,842	20,671,988	20,357,243



\*Projected

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**  
GENERAL FUND BALANCE HISTORY

Fiscal Year	Fund 10 Expenditures	Fund 10 Balance	Fund Balance %
2000-01	\$ 11,131,151.10	\$ 840,078.36	7.55%
2001-02	\$ 11,663,543.63	\$ 733,080.97	6.29%
2002-03	\$ 13,121,801.95	\$ 617,902.00	4.71%
2003-04	\$ 13,726,966.23	\$ 775,113.50	5.65%
2004-05	\$ 14,661,947.04	\$ 901,404.15	6.15%
2005-06	\$ 15,446,541.03	\$ 984,898.81	6.38%
2006-07	\$ 16,221,792.28	\$ 1,756,899.65	10.83%
2007-08	\$ 17,336,965.84	\$ 2,018,618.82	11.64%
2008-09	\$ 18,305,597.05	\$ 2,020,806.28	11.04%
2009-10	\$ 18,621,682.79	\$ 2,189,046.00	11.76%
2010-11	\$ 19,174,734.58	\$ 2,320,093.95	12.10%
2011-12*	\$ 18,592,432.26	\$ 2,162,992.30	11.63%
2012-13**	\$ 18,330,544.50	\$ 2,162,992.30	11.80%

Determination of an appropriate Fund Balance is strictly a local matter.

The DPI makes no recommendation regarding the amount a district should have as its Fund Balance, except that a district may not budget for or maintain a deficit in its General Fund.

According to "Schoolfacts 11", Fund Balances averaged 17.5% of total expenditures at the end of 2009-2010.

Policy #662.3 - "...The Board of Education shall strive to develop a district budget which will add sufficient funds each year to the Fund 10 fund balance. The Board's goal for the unreserved designated fund balance shall be ten percent (10%) of Fund 10 audited expenditure as of June 30th, 2010 and fifteen percent (15%) by 2020."

\*Unaudited

\*\*Budget - not actual



## MEMORANDUM

To: ECSD School Board  
From: Jerry Roth, District Administrator  
Re: High School Football Press Box  
Date: 8-20-13

This memo serves as an update regarding:

- Fire inspection of the press box
- Clean-up of the press box
- Inspection of the damaged bleachers
- Plans for hosting the football game against Union Grove on Friday
- Replacement of middle school football equipment
- Blue Devil Gridiron Fundraiser

Fires inspectors from the Wisconsin Fire Marshall's Office and Rock County were on site on Monday from 9:00-12:00 (noon) to conduct an inspection of the burned press box to determine the cause of the fire. When the inspection was complete, I met with Brent Reilly, Rock County Fire Detective. He informed me that they could not rule out the cause of the fire as electrical or human intervention. In other words, they do not have a clear cause of the fire. The estimated loss of the press box and all contents is \$250,000-\$300,000.

The remaining portion of the press box and all debris from the burned building was removed by R&K Excavating of Evansville on 8-20-13. The work was started at 9:00 am and completed by mid-afternoon.

Joe Francis arranged for an inspection of the bleachers by Graef Engineers on 8-20-13 to determine whether the bleachers or part of the bleachers would be safe to use. Graef Engineers has reported that the five top middle sections of the bleachers are not safe. Those sections have been fenced off from use. The remainder of the bleachers are safe to use. Repair of the bleachers should be completed in a few weeks.

Joe and Brian Cashore are preparing for the use of the bleachers for hosting Friday's game against Union Grove. (Joe and the custodial staff will power wash the bleachers and have them ready for use on Friday.) Preparation includes providing an area for the play-by-play announcers and camera crews from Evansville and Union Grove. A portable sound system will be utilized for this season. Fortunately, our wireless score board controls were stored in Brian Cashore's office and will be available for football games. Additional temporary bleachers will be rented to ensure that we have adequate seating until our bleachers are repaired.

A major loss of equipment occurred during the fire. All middle school football equipment and youth football equipment was destroyed in the fire. Brian Cashore has submitted an order to Riddell for replacement of middle school equipment. The new equipment will be here by next week. The youth equipment was not owned by the School District, therefore, we will need to wait for information from our insurance company regarding the replacement of the equipment.

Once I am informed of the final insurance coverage for the press box, we can then begin planning for the replacement of the press box. I have been contacted by Gary Feldt, Jay Hrdlicka, and Dave Olsen from the Blue Devil Gridiron club. They plan to do a fundraiser through the club for any costs that are not covered by insurance. The known unpaid cost at this time is the \$25,000 deductible that we have for replacement of the structure and contents.

Approved: June 10, 1985  
Revised: September 10, 2001  
Revised:  
1<sup>st</sup> Reading: 8/28/13

150

## BOARD POWERS AND RESPONSIBILITIES

The **Evansville Community School District** Board of Education shall provide for a school system and establish general policies in keeping with the wishes of the community and the requirements of the state law. It is understood that the members of the Board have authority only when acting as a Board legally in session. The Board shall not be bound in any way by any action or statement on the part of any individual Board member, except when such statement or action is in pursuance of specific instructions from the Board.

The Board shall function as a legislative body only, providing for executive control of the schools through the direction of the district administrator. The individual participation of Board members shall take place in scheduled Board and committee meetings, which is the basic manner in which they fulfill their responsible positions. The method of participation is through discussion, deliberation, debate and voting.

No Board member, by virtue of his/her office, shall exercise any administrative responsibility with respect to the schools or, as an individual, command the services of any school employee.

~~The district administrator shall not be authorized to alter in any way the established policies of the Board, or to interfere with any Board member's rights to make investigation of apparent irregularities in the school system.~~

The responsibilities of the Board shall be:

- 1) To select the district administrator and support him/her in the discharge of his/her duties.
- 2) To select school personnel upon nomination and recommendation of the district administrator.
- 3) To consider and act on policies for the school program.
- 4) To require and evaluate the reports of the district administrator concerning the progress of the financial status of the schools.
- 5) To consider, revise and adopt an annual budget recommended by the district administrator.
- 6) To consult with the district administrator and committees on their recommendations.
- 7) To assist in presenting to the public the needs and progress of the education system.
- 8) To perform specific duties mandated by statutes.
- 9) ~~To periodically evaluate the Board's own performance.~~

All Board members are expected to attend all Board meetings, preview the Board packets, and be prepared to participate.

Legal Ref.: Sections 118.001 Wisconsin Statutes (Duties and Powers of School Boards)  
120.12 (School Board Duties)  
120.13 (School Board Powers)

Approved: November 11, 1985  
Revised: December 8, 2003  
Revised: July 9, 2012

513

1<sup>st</sup> Reading: 8/28/13

**FOR REMOVAL – Covered in Employee Handbook**

#### PERSONNEL/PAYROLL MANAGEMENT

The District Administrator shall appoint a designee who will maintain all employee records, including evaluations, in compliance with the law.

##### Payroll Management

Payroll system efficiencies, including direct deposit, shall be utilized in the most cost effective manner.

Employees of the Evansville Community School District shall be paid by direct deposit on a bi-weekly basis and/or in compliance with all negotiated agreements and established procedures.

Approved: July 9, 2012

522.8

1<sup>st</sup> Reading: 8/28/13

**FOR REMOVAL – covered in Employee Handbook**

### STAFF DRESS

The Evansville Community School District employees are judged not only by their service but also by their appearance. It is the District's expectation that every employee's appearance is consistent with the high standards we set for ourselves as a District. Employees are expected to present a well-groomed, professional appearance and to practice good personal hygiene.

The District expects all employees to be neat and clean and to wear appropriate dress for work that is in good taste and suitable for the job at hand. The District will not tolerate dress or attire from school employees that the principal or supervisor considers disruptive or inappropriate, or which adversely affects the educational atmosphere.

The administration shall be empowered under this policy to specify further requirements for staff dress (e.g., more detailed information on what constitutes appropriate clothing for different positions).

Legal Ref.: Section 120.13 Wisconsin Statute (School Board Powers)

Approved: July 30, 2012

529.3

1<sup>st</sup> Reading: 8/28/13

**FOR REMOVAL – Covered in Employee Handbook**

#### BEREAVEMENT LEAVE

Employees of the Evansville Community School District 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. 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.

Up to two (2) days of the above leave per year shall be allowed for individuals not listed above.

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.

Approved: December 8, 1986  
Revised: May 10, 2004

536

1<sup>st</sup> Reading: 8/28/13

**FOR REMOVAL – Covered in Employee Handbook**

### REDUCTION IN WORK FORCE

When deemed necessary by the Board, reductions in the work force shall be made according to the procedures and criteria for staff layoff agreed to in relevant bargaining agreements and state statutes.

Legal Ref.: Sections 118.22 Wisconsin Statutes  
118.24(6)(7)

Local: EEA Master Agreement  
EEAA Master Agreement  
Food Service Master Agreement  
Custodian Master Agreement

Approved: April 14, 1986  
Revised: July 10, 2006  
Revised: July 16, 2007  
Revised:  
1<sup>st</sup> Reading: 8/28/13

723.3

## EMERGENCY CLOSINGS

The District Administrator shall have authority to close the district schools in the event of hazardous weather or other emergencies which threaten the health or safety of students and personnel. This decision shall be based on the prevailing conditions across the district. Individual circumstances may vary. It is a parental decision to keep a child home should their circumstances lead them to a different conclusion.

When determining whether or not to close school due to hazardous weather, the District Administrator shall consult, as applicable, with the District bus Contractor, Buildings and Grounds director/Safety Coordination, other area districts, National Weather Service, law enforcement, county health and emergency management agencies. Upon reaching a decision to close the schools, the District Administrator will post the announcement on the District website and notify local television and radio stations who participate in announcing school closings. This information will be communicated annually to families.

The District Administrator shall develop other plans as necessary for the closing of the schools, late start, and early dismissal to provide for orderly procedures. It is the responsibility of each family to have a plan in place for their child(ren) should schools start late or end early.

Every effort will be made to have school cancellation/late start notification posted by 6:15 a.m. and early dismissal by 11:00 a.m.

**The District shall, at a minimum make up all days/hours necessary to guarantee the receipt of state aids and/or necessary to meet the minimum annual school year requirements (days and hours) of the State of Wisconsin.**

Legal Ref.: Sections 115.01(10) Wisconsin Statutes (Classifications)  
120.12(27) (School Board Duties)  
121.02(1)(f)(i) (School District Standards)  
PI 8.01(2)(f), Wisconsin Administrative Code



# EVANSVILLE COMMUNITY SCHOOL DISTRICT

## Board of Education Regular Meeting Agenda

Wednesday, September 11, 2013

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](http://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"><li>• September 25, 2013, Annual Meeting, 7:00 pm, District Board and Training Room</li><li>• Introduction of K-5 New Staff (will introduce 6-12 staff on October 9)</li></ul>	min
IV. Public Presentations.	5 min
V. District Administrator Report – Start of the School Year.	5 min
VI. Information & Discussion: <ul style="list-style-type: none"><li>A. Citizens Advisory Committee Update.</li><li>B. 4K Investigation Update.</li><li>C. Second Reading of Policies: Policy #150-Board Powers and Responsibilities; #513-Personnel/Payroll Management; #522.8-Staff Dress; #529.3-Bereavement Leave; and #536-Reduction in Work Force.</li><li>D. Policy #723.3-Emergency Closings</li></ul>	min
VII. Business (Action Items): <ul style="list-style-type: none"><li>A. Approval of</li></ul>	5 min
VIII. Public Presentations.	5 min
IX. Consent (Action Items): <ul style="list-style-type: none"><li>A. Approval of Future Business Leaders of America (FBLA) Extra-Curricular Position.</li><li>B. Approval of 2013-2014 FFA Overnight Field Trips.</li><li>C. Approval of August 28, 2013, Regular Meeting Minutes.</li><li>D. Approval of July Bills and Reconciliation.</li></ul>	5 min
X. September 25, 2013, Regular Meeting Agenda.	5 min
XI. Adjourn.	10 min