

Communications; #333-Student Privacy; #342.1-Programs For Students With Disabilities; #343.42-Co-Op Work and Youth Options Programs; #460-Student Scholarships; #443.5-Electronic Communication Devices on School Premises; #343.3-Virtual School Program; #343.3 Form-Virtual School Program Form; #343.31-Virtual School Program-Administrative Rule; and #851-Advertising in the Schools.

VIII. Public Presentations.

5 min

IX. Business (Action Items):

15 min

- A. Approval of 2014-2015 Budget Development Process.
- B. Approval of Staff Changes: Hiring of Support Staff, Special Educational Assistants and Custodian. Staff Resignation/Retirements.
- C. Approval of Voicemail and Telephone System Upgrade.
- D. Approval of Copy Machine Vendor.
- E. Approval of 2014-2015 School Calendar.
- F. Approval of Rolling Contract Extension, 2014-2015 to 2015-2016, for District Administrator.

X. Consent (Action Items):

2 min

- A. Approval of Policies: #529.45–Personal Leave; #534–Substitute Teacher Employment; #830–Use of School Facilities; #830 Form–Facility Use Agreement; #830 Form 1–Key and Swipecard Checkout Form; #830 Form 2–Request for Kitchen Use; #830 Form 3–Special Equipment/Materials or Setup Needed; #830 Form 4–Community Walkers Agreement; #110-Philosophy of the Evansville Community Schools; #111–District Vision, Mission, Objectives and Goals; #111.1–Expectations of the Evansville Community School District; and #833–Motorized Vehicles on School Property.
- B. Approval of November 13, 2013, Regular Meeting Minutes.
- C. Approval of October Bills and Reconciliation.

XI. January 15, 2014, Regular Meeting Agenda.

5 min

XII. Adjourn.

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.

Posted: 12/5/13; Re-Posted: 12/6/13

alternate. The District will be receiving the resolutions soon and we will share these with you.

- C. Set Date for 2014-2015 Budget Retreat – *Ms. Treuden can meet on Saturday, January 4 or January 11. Please bring your calendars.*

- D. Open Enrollment Class Limits – *The Board will need to vote at the January meeting, whether to set enrollment number limits, per policy #428-Full-Time Public School Open Enrollment. Enclosed is information and a copy of the policy.*

- E. Citizens Advisory Committee (CAC) Update, Including Community Draft Survey – *Enclosed are the approved November 4 meeting minutes. A copy of the draft survey will be available after Monday, December 9, and will be forwarded to you. The next meeting is December 9.*

- F. CAC Meeting, Inviting the Board, February 24, 2014, 6:00-8:00 pm – Review Community Survey Results With CAC – *Please put this date on your calendar, to attend the CAC meeting.*

- G. Employee Compensation Listening Session Update – *Mr. Roth has enclosed information.*

- H. Insurance Committee Update – *Enclosed are the approved October 22 meeting minutes. The next meeting is December 17.*

- I. School Board Election Update – *Mr. Roth, Mr. Busse, and Ms. Mosher held a “Prospective School Board Member Information Session” on Monday, December 2. One committee member was not able to attend and one member attended the meeting. As of this writing, papers have been turned in by John Rasmussen.*

- J. First Reading of Policies: #522.2-Tobacco Use by Staff on School Premises; #443.41/522.11-Definitions Relating to Alcohol and Other Drug Prohibitions; #832-Tobacco-Free School Property; #832.1-Use of Tobacco Products on School Premises; #522.4-Employe Ethics/Conflict of Interest; #850-Public Sales and Solicitations on School Premises; #860-Visitors to the Schools; #521.1-Board-Staff Communications; #333-Student Privacy; #342.1-Programs for Students With Disabilities; #343.42-Co-Op Work and Youth Options Programs; #460-Student Scholarships; #443.5-Electronic Communication Devices on School Premises; #343.3-Virtual School Program; #343.3 Form-Virtual School Program Form; #343.31-Virtual School Program-Administrative Rule and #851-Advertising in the Schools.

IX. Business (Action Items):

15 min

- A. Approval of 2014-2015 Budget Development Process – *Enclosed is a memo from Ms. Treuden.*

Suggested Motion: I move we approve the 2014-2015 budget development process as presented.

- B. Approval of Staff Changes: Hiring of Support Staff, Special Educational Assistants and Custodian. Staff Resignations/Retirements – *Please approve the following:*
1. *Jennifer Hopkins, 6.75 hours/day, as a special educational assistant at Levi Leonard. Jennifer has been an assistant in 4th and 5th grade classrooms in Janesville. She has directed her own daycare and she has been the Family Resource Coordinator at Roosevelt School in Janesville. Teachers she has worked with give her an "A+ rating", saying that she "deals well with changes, and is outgoing and bubbly". They also said they, "wish we could have her back!" Jennifer's position was in the budget from last year and will be paid \$11.72/hour.*
 2. *Kristin Howlett, 3.75 hours/day, as a special educational assistant at JC McKenna. Kristin has served as a substitute in our District for instructional assistants. She has customer service experience and has done well working with students and staff members. She has four children of her own. Kristin is replacing David Soddy, who resigned in November. She will be paid \$11.72/hour.*
 3. *Steven Scherber, full-time pm cleaner at the middle school. Steve has worked the past several months as a substitute cleaner for the District and is doing a good job. His experiences include carpentry work. Steve replaces Allen Reynolds who resigned in September and will be paid a rate of \$13.19/hour, starting 12/14/13.*

Suggested Motion: I move to approve the hiring of Jennifer Hopkins, 6.75 hours/day and Kristin Howlett, 3.75/hours/day as special educational assistants at a rate of \$11.72/hour and Steven Scherber, full-time pm cleaner at a rate of \$13.19/hour.

4. *Cindy Beedle, elementary teacher, is giving her notice of retirement at the end of the 2013-2014 school year. Her letter is enclosed.*

Suggested Motion: I move we regretfully accept the retirement of Cindy Beedle, elementary teacher, at the end of the 2013-2014 school year and thank her for her 32 years of service to the District.

- C. Approval of Voicemail and Telephone System Upgrade – *Enclosed is the memo from the last meeting. You will need to pick an option.*

Suggested Motion: I move to approve the voicemail and telephone system, option _____, as presented.

D. Approval of Copy Machine Vendor – *Enclosed is a memo from Ms. Treuden.*

Suggested Motion: I move to approve the copy machine vendor, Rhyme, with a five year lease at a cost not to exceed \$38,000 per year.

E. Approval of 2014-2015 School Calendar – *Administration has worked with teachers to develop this calendar. Calendar is in your packet for approval.*

Suggested Motion: I move to approve the 2014-2015 school calendar as presented.

F. Approval of Rolling Contract Extension, 2014-2015 to 2015-2016 for District Administrator.

Suggested Motion: I move to approve the rolling contract extension, 2014-2015 to 2015-2016 for the District Administrator.

X. **Consent (Action Items): Do you want to remove any items?** 2 min

- A. Approval of Policies: #529.45–Personal Leave; #534–Substitute Teacher Employment; #830–Use of School Facilities; # 830 Form–Facility Use Agreement; #830 Form 1–Key and Swipecard Checkout Form; # 830 Form 2–Request for Kitchen Use; #830 Form 3–Special Equipment/Materials or Setup Needed; #830 Form 4–Community Walkers Agreement; #110–Philosophy of the Evansville Community Schools; #111–District Vision, Mission, Objectives and Goals; #111.1–Expectations of the Evansville Community School District; and #833–Motorized Vehicles on School Property.
- B. Approval of November 13, 2013, Regular Meeting Minutes.
- C. Approval of October Bills and Reconciliation.

Suggested Motion: I move to approve the consent agenda items: approval of policies, #529.45, #534, #830 Form 3, #830 Form 4/860 Form 1, and #110 for removal, and updated #830, #830 Form, #830 Form 1, #830 Form 2, #111, #111.1, and #833; the November 13, 2013, regular meeting minutes; and the October bills and reconciliation, as presented.

Roll Call Vote!

XI. **January 15, 2014, Regular Meeting Agenda** – *Enclosed is a draft of the meeting.* 5 min

XII. **Adjourn.** 1 min

Suggested Motion: I move to adjourn.
Approximate ending time: 8:06 pm.

Is there a cost to parents for open enrollment?

There is no tuition cost to parents for participation in open enrollment. Parents of open enrolled students may be charged the same fees as resident students.

Who is responsible for transportation?

Parents are responsible for transporting their children to and from school.

If transportation is required in the individualized education program (IEP) for a child with a disability, it must be provided by the nonresident district.

School districts *may* provide transportation to open enrollment students if they wish. Usually, if transportation is provided, parents must transport the student to a location in the nonresident district.

Low-income parents may apply to the DPI for partial reimbursement of their transportation costs.

Can a parent select a specific school in the student's resident school district?

The state's open enrollment program applies only to transfers from one school district to another school district. It is up to each individual school board to decide whether or not to allow transfers from one attendance area to another attendance area in the same school district.

Can an open enrolled student participate in sports and other extra-curricular activities in the nonresident school district?

Open enrolled students have the same rights and responsibilities as resident students.

Inter-scholastic athletics are governed by the Wisconsin Interscholastic Athletic Association (*WIAA*), which has recently adopted new rules concerning transfer students. Parents should check with the school district's athletic director about eligibility.

Important open enrollment dates

February 3 – April 30, 2014 – Parents must submit applications online or directly to the nonresident school district.

June 6, 2014 – Nonresident school districts must mail notices of approval or denial. If the application is approved, the school district must notify the parents of the specific school or program to which the student is assigned. If the application is denied, parents have 30 days to file an appeal.

June 13, 2014 – Resident districts must notify applicants if the application is denied. If the application is denied, parents have 30 days to file an appeal.

June 27, 2014 – Parents of accepted applicants must notify the nonresident district if the student will attend the nonresident district in the 2014-15 school year. If the parent fails to make this notification, the nonresident district may refuse to allow the student to attend the district.

For more information contact:

Public School Open Enrollment Program
Wisconsin Department of Public Instruction
P.O. Box 7841, Madison, WI 53707-7841

Toll-free: 888-245-2732

Email: openenrollment@dpi.wi.gov

Web site: http://sims.dpi.wi.gov/sims_pscloc



2014-15

The Wisconsin Department of Public Instruction does not discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, pregnancy, marital status or parental status, sexual orientation, or disability.



2014-15 School Year

Full-Time

Inter-District

Open Enrollment

In Wisconsin Public Schools

(Information for Parents)

Wisconsin Department of Public Instruction
Tony Evers, PhD, State Superintendent

You may apply for **open enrollment** from **February 3-April 30, 2014**



What is Public School Open Enrollment?

Wisconsin's inter-district public school open enrollment program allows parents to apply for their children to attend school districts other than the one in which they live. Applications may be submitted to up to three nonresident school districts.

Who may participate in open enrollment?

Students in 5-year-old kindergarten to grade 12 may apply to participate in open enrollment.

Open enrollment for prekindergarten, 4-year-old kindergarten and early childhood education is limited. Parents should call their resident school districts to find out if their preschool-aged children qualify for open enrollment.

How and when may parents apply?

The open enrollment application period for the 2014-15 school year is from February 3-April 30, 2014. The application period closes at 4:00 p.m. on April 30, 2014. Late applications will not be accepted for any reason.

Parents may apply in one of two ways:

- On-line (recommended) at http://sms.dpi.wi.gov/sms_pstoc.
- Although on-line application is recommended, paper applications may be obtained from the Department of Public Instruction and must be delivered (hand-delivery is recommended) to the nonresident school district.

Can I apply to a virtual charter school under open enrollment?

A student may only open enroll to an online/virtual school if: (1) the school has been created as a virtual charter school that meets the requirements of the charter school law [Wis. Stats. 118.40 (8)] or (2) the student is required to physically attend school in the nonresident school district every day that school is in session. Other important things to know about applying to virtual charter schools:

- A virtual charter school is not home-schooling. Students attending virtual charter schools are public school students.
- You must know the nonresident school district in which the virtual charter school is located. If you have any questions about this, call the virtual charter school.
- You must know your resident school district in order to apply.
- A list of 2013-14 virtual charter schools may be found at http://sms.dpi.wi.gov/sms_pstoc.

Can an application be rejected?

Yes. Nonresident school districts may deny an application if regular or special education **space is not available** for the student, or if the student has been **referred for a special education evaluation** but has not yet been evaluated. Nonresident school districts may also deny an application if the student has been **expelled** during the current or preceding two years for certain violent conduct, or if the student was **habitually truant** from the nonresident school district during any semester in the current or previous school year.

If there are more applications than spaces, students must be selected randomly, after giving preference to students

already attending school in the nonresident school district and siblings of currently-attending students.

Some school districts establish waiting lists to fill unused spaces, but others do not.

Can a resident district prevent a student from leaving?

A resident school district may prevent a student from leaving the district if the tuition charge for the student's special education in the nonresident school district is an undue financial burden for the resident school district.

If you have further questions about open enrollment for children with disabilities, contact the resident or nonresident school district or the DPI.

Can parents appeal if an application is denied?

Parents whose applications are denied may appeal to the DPI within 30 days of the denial. State law requires the DPI to uphold the school district's decision unless DPI finds that the decision was arbitrary or unreasonable. The DPI's decision may be appealed to circuit court.

Must students reapply every year?

Once a student is accepted into a nonresident school district, the student may continue to attend that district without reapplication except that:

- The nonresident district may require a student to reapply one time—at the beginning of middle school, junior high or high school.
- Under certain circumstances, a student who needs special education may be required to return to the student's resident school district.

District Administrator Report

Updates on the Press Box, JEDI and Employee Compensation Committees

Jerry Roth

12-11-13

Press Box Update:

The District property insurance provider, Local Government Property Insurance Fund, has paid the District \$126,803.49 for partial payment of property loss related to the press box fire. The following is a break-down of payment:

- Structure \$40,301.24
- Equipment \$50,314.75
- Bleacher Repair \$27,225.00
- Miscellaneous expenses \$ 8,962.50

When the structure is rebuilt we will receive additional payment for structural upgrades that are required to meet current building codes. The District can also expect to receive additional payments for equipment and bleacher repairs. The exact amount of additional payments is unknown at this time.

The tentative timeline and next steps for the rebuild of the press box:

December

- Site visits by Joe Francis, Brian Cashore, Ron Grovesteen, and event workers to see press boxes at other school districts
- Bill Hoch from Blowfish Architects, will meet with Brian Cashore, Ron Grovesteen, and event workers to see press boxes at other school districts to discuss a press box design

January

- Joe Francis, Brian Cashore, Doreen Treuden and I will meet with local builders to discuss plans to rebuild the press box

February

- Press box design will go to the Board for approval

March/April

- Begin the rebuild of the press box

JEDI Update:

Parent letters will go out to District families of home school and virtual school students the week of December 9. The letters inform families that the Evansville Community School District will be offering a **K-12 virtual school option** to District families through the Jefferson/Eastern Dane Interactive (JEDI) Network beginning in January. Parents and families are invited to attend a JEDI informational meeting that will be held on December 18 at 6:00 p.m. in the District Board Room.

Employee Compensation Committee Update:

Support staff and teachers will meet with Board Representatives-Eric Busse and Tina Rossmiller, Business Manager-Doreen Treuden and myself on Wednesday, January 8, in the Board and Training Room. Support staff will meet from 5:30-6:30 p.m. and teachers will meet from 6:30-7:30 p.m. The tentative agenda for each employee group meeting will focus on past compensation models, the current state of compensation, and the development of sustainable future compensation plans.

High School Board Report

National Honor Society

National Honor Society has started their Mitten Drive. It is a competition between all grades and the staff. The drive will last from December 2nd to the 13th. All mittens and winter accessories will be donated to the Evansville Care Closet.

Students Against Destructive Decisions

The High School SADD officers and advisor recently met with the Middle School SADD officers and advisor to suggest ways to implement their group into their school. A few High School SADD members also met with the interested middle school group to answer any questions they had.

Evansville Community Service Project

ECSP hosted their fourth Family Movie Night in November and had over seventy attendees. They plan to continue helping Evansville Education Foundation, the Eager Free Public Library, and other local businesses and organizations throughout the winter.

Math Team

The Math Meet Team will compete again on December 11th at Memorial High School in Madison. The subjects for this competition will be polynomial and rational functions, conic sections, equations, inequalities & systems, matrices, and mathematical practices. Evansville will be sending a varsity and junior varsity team.

Gay Straight Alliance

For the Evansville GSA, "Ally Week" was the last week in November. Ally Week is a week for students to engage in a national conversation and action to become better allies to LGBT youth.

Jazz Band

The Big Band Bash was blast for all who attended and performed! The featured band of the night, Ladies Must Swing, was a big hit for all ages.

School Board Report
December 11, 2013
Curriculum Topic: Educator Effectiveness I

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

The Department of Public Instruction continues work on Wisconsin Educator Effectiveness (EE) Model and has made many revisions based upon piloting school districts' feedback since this topic was last presented to the Board. Locally, Evansville administrators and teachers are piloting components of the EE Model that are not changing and we are preparing to be successful when the completed model is rolled out statewide in the 2014-2015 school year.

Why was the Educator Effectiveness Model Developed?

The Wisconsin Educator Effectiveness Model was legislated by Wisconsin Act 166 (Wis. Stat. 115.415) in 2011 and requires the Department of Public Instruction to develop and begin implementation of a system to evaluate educator practice in the 2014-2015 school year. The EE system is a part of Wisconsin's ESEA flexibility waiver approved by the U.S. Department of Education in 2012.

The Purpose of Educator Effectiveness

The DPI states that the purpose of the Wisconsin Educator Effectiveness System is "to support educator practice, reflection, and professional growth in order to increase student achievement." The connection between instructional content, practice, and student achievement has been the focus of continuous school improvement processes in many districts for over two decades. The EE Model serves to support continuous system improvement through its design.

Educator Effectiveness System Design

Because teachers and principals are the two most influential factors affecting a student's performance, the Educator Effectiveness Model combines measures of professional practice with evidence of student achievement. The EE evaluation system weighs educator practice and student outcomes each by 50%.

- For teachers, Teachscape will provide the evaluation rubric for instructional practice. Student achievement data that will contribute to the evaluation include state mandated assessments, teacher determined Student Learning Outcomes (SLOs), schoolwide literacy or graduation rate, and an assessment that is determined to be "district choice."
- For principals, the DPI has developed a rubric of professional practice based upon the Interstate School Leaders Licensure Consortium (ISLLC) which will be used by district administrators to evaluate their professional practice. Student achievement data that will contribute to the evaluation include aggregate data on state mandated assessments that have a "value added" calculation applied, school determined School Learning Outcomes (SLOs), schoolwide literacy or graduation rate, and an assessment that is determined to be "district choice."

ECSD Focus on Educator Effectiveness

A team of administrators and teachers are participating in the full pilot of EE this year. Team members include: Joanie Dobbs, Scott Everson, Paula Landers, Katie McDaniel, Penny Messling, Sandy Papendieck, Jerry Roth, and Joan Wick. This team is using Teachscape to evaluate professional practice, and developing and measuring attainment of SLOs to monitor continuous system improvement efforts. On a larger scale, all staff are viewing Teachscape videos illustrative of the different professional practice domains and learning the expectations of the Danielson model. All staff are also developing and monitoring progress toward SLOs.

Clarification of Educational Jargon

Educator Effectiveness brings along with it a new set of vocabulary and acronyms. Many of the terms associated with EE may be new, but the ideas are not new.

- **School/Student Learning Outcomes (SLOs):** An SLO is a SMART goal, or a student achievement goal that is based upon a data analysis that indicates a school or classroom's greatest area of need. When these achievement goals are written, they must be expressed in terms that are Specific, Measurable, Attainable, Results-Based, and Time bound.
- **Professional Practice:** Just as content area standards outline what students should know and be able to do in a course of study, professional standards outline what an educator should know and be able to do. Many of these practices are confirmed through research studies which validate their effectiveness. Teacher professional practices are outlined in Charlotte Danielson's *Enhancing Professional Practice: A Framework for Teaching*, and are supported through the Danielson Group's online resource, Teachscape. Principal professional practice is outlined by the ISLLC standards. DPI has collaboratively developed a rating rubric based upon these standards to use in evaluating principal practice.
- **Value Added:** Value added is a type of growth measure that measures the productivity of districts, schools, classrooms, or educators in comparison to others. Value added calculations control for factors that can influence student achievement such as poverty, disability, or language proficiency. Using value-added growth calculations allow the state to make "apples to apples" comparisons between districts, schools, classrooms, and educators.

For more information about SMART goals and the SMART process for school improvement:

<http://smartlearningcommunity.net/>

For more information on the Danielson Framework for Teaching:

<http://www.danielsongroup.org/article.aspx?page=frameworkforteaching>

For more information about value-added growth measures:

<http://yarc.wceruw.org/>

Levi Leonard Elementary School Board report

December 11, 2013

Celebrate! The second grade students put on a concert on November 14 that was outstanding! Students remembered their parts, transitioned well and handled challenging music and moves very well! The teachers, students and our music teacher, Mrs. Swiecichowski-Fettig, with assistance from Mrs. Zblewski, did a wonderful job!

Data Meetings: Every month, I meet with each of my grade level teams, the school counselor, psychologist and resource teachers to discuss our data, update the data walls, and address concerns. We meet on the first three consecutive Tuesdays after school. We have discussed our assessments and progress monitoring at the last meetings to be sure they are appropriate for the interventions in use. Steve Feeney and I have done some of the progress monitoring for 2nd grade students since there was some difficulty fitting in a time for it. The STAR assessment system that we started this year is very helpful in keeping track of progress monitoring.

Parent Concern: Recently, a parent brought to my attention an incident that appeared to be bullying. She had many concerns about this and we addressed them. I mention this because I want you to know that I take all situations involving our students seriously. I want all of our students to be safe so they can learn feeling comfortable. Having said that, I also believe in continuous improvement and there are always ways that we can learn and grow. So we have done or will do the following things:

- Signed up with the “Be a Buddy, not a Bully” project through Dean Care and Channel 3. We held mini-assemblies on November 15, so that we could talk about what bullying is and isn’t. I also showed them a presentation that addressed what they could do if they felt bullied, or saw someone else be bullied, or if they themselves were bullying. The results of those discussions are listed later in this newsletter. Students were also given orange wristbands to wear from Dean Clinic.
- We will follow up with another assembly like these in January to remind students of appropriate behaviors.
- We have been addressing a variety of behaviors in our “Life Skills” classes that all K-2 students take, but are looking more closely at this curriculum to see if we need to make any changes.
- We reviewed our process for addressing concerns brought to us by students, parents, or school staff. We learned that communication from one year to the next was a weak link. We started by making a specific incident form, but then realized that we can use our existing student database to record incidents.
- I taught teachers to use the database for this purpose on November 20. We also reviewed playground and hallway supervision protocols.

This became bigger than an elementary concern when Mr. Roth, our District Administrator, and I brought it to the administrative team. As a district, our school leadership teams are;

- Reviewing all procedures and practices.
- Looking at doing a survey and looking at two possible samples.
- Examining our guidance curriculums to see how we can improve these.
- Examining and revising policies.

I appreciate it when parents, community members, students and staff members bring concerns to my attention. We need to continually improve our schools and the education we provide to give our students the best that we can.

Upcoming events: December

- 2 4KIC Communication Sub Committee meet
- 3 2nd Grade Data meeting
- 4 Staff meeting – follow up on budget
- 5 Title 1 meeting
- 9 Pupil Services meeting
- 10 1st Grade Data meeting
- 11 Staff meeting
School Board meeting
- 16 MLSS District Team meet
PTO meet
- 17 Kindergarten Data meeting
- 20 Early release – professional development
- 23- January 1 Winter Break

Please feel free to join us for any of these events or drop in to visit with staff and students during the school day.

Theodore Robinson Board Report

December 2013

Testing:

WKCE testing is completed.

Around the Building:

The 4th grade concert was well attended and the students, and Mrs. Zblewski, did a wonderful job, many praises from parents.

During our last early release, the staff finished working on our data trust rules that we will follow as we proceed throughout the school year at our data meetings. We also watched the new educator effectiveness video that DPI has put out with the updates. Next, we continued viewing videos from Teachscape relating to the new evaluation system. This month we watched video's on the area of classroom management (evaluation strand 2C). Each month we will show another video and go over the rubric associated with the evaluation strand. There are nine areas and rubrics that will be shared with the staff to help prepare them as we move into using the new system next year. Lastly, the staff had time to work in grade level teams to work on curriculum mapping. Teresa and Judy continue to assist grade levels in the area of reading.

Michelle Sweberg and Patty Nimz met with the educational assistants during the last early release to discuss schedule changes to better meet our student's needs. They then joined our staff meeting to view the videos.

At our grade level data meeting this month we reviewed our data walls and how students did on the grade level math assessment. Students that are being progressed monitored were discussed. Using all these data points students were assigned to various RtI groups and goals were set for our next meeting.

Middle School Board Report

December 2013

JC McKenna has revised the building goals for the second time. We will review this draft in December and make additional revisions.

JC McKenna Middle School Goals for 2013-2014

Goal: JC McKenna Middle School staff will learn to write SLO's in preparation for teacher effectiveness in 2014-15.

Action Plan:

Administration, along with the Teacher Pilot Leader, will guide the process of staff SLO development. Throughout the year, staff will be kept up to date on any changes that have been made to the SLO process. By November 8, 2013, all staff will have submitted one SLO, either as an individual, or as a part of a group, to Administration. All teachers will meet with Mr. Flaherty to discuss the SLO. There will be a mid-point check in during January/February and a final reflection in May/June. The purpose for the check-in is to follow the DPI SLO format. The mid-point check in allows for adjustments to be made to the SLO based on the updated data that will be available.

Goal: JC McKenna Middle School will receive an "exceeds expectations" rating from the state of WI on the School Report Card by the 2014-2015 school year.

Action Plan:

Teacher SLO development will be focused on student improvement and growth. The subcategories (Hispanic, Disabilities and Economic Disadvantaged) will be of primary focus for closing the gaps. Based on WKCE data, the majority of students within these subcategories are in the basic and minimal groups. Students scoring below the 25th percentile on the STAR Assessment in both Reading and Math will receive appropriate interventions and will be progress monitored frequently. Additionally, Foundation groups will be based on student needs. This will allow opportunities for growth at all levels.

Goal: JC McKenna Middle School students will exceed the STAR Reading and Math expected growth of student achievement by 5% collectively.

Action Plan:

Using the STAR Math and Reading assessment baseline data from September, teachers will create SLOs (Student Learning Objectives) to improve all student scores by May 2014. Improvement is defined as students that exceed the projected STAR growth by 5%. Students scoring below the 66th percentile will be on watch, students below the 25th percentile will receive interventions in the areas of math and reading as identified by the STAR data and also by a secondary reading screener. Students will be screened again on the STAR Assessment in January 2014, and the final growth data will be based on the May 2014 STAR Assessment data. Additionally, Foundation groups will be based on the needs of the students which will allow for all students to improve by an additional 5% above and beyond the projected growth as set by the STAR Assessment.

**EHS Board Report – Scott Everson, EHS Principal
December 11, 2013 ECSD Board Meeting**

- Our Operation: Click seat belt awareness campaign through Rock County Sheriff's Office has so far been a success. After an initial baseline seatbelt data collection and a follow-up assessment, we are pleased with the number of students buckling up coming into school in the morning and leaving the parking lot each afternoon. Our goal is 100 percent of students! Through a grant connected with our Operation: Click involvement, we have awarded \$100 in gas cards and premier 'Operation:Click' parking spots on our campus for random students who signed the initial contract. Student feedback has been very positive thus far.
- We have met with all 11th grade students regarding the Senior Graduation Project requirements, and we have received feedback from various parents as well. One area that we have discussed recently is the possible overlap between significant community service group projects (e.g., Eagle Scout projects) and the Senior Graduation Project. We are working towards a sensible approach that allows students to complete one project that will satisfy both requirements provided the Senior Graduation Project timeline requirements are met.
- The EHS Madrigal Dinner will be this Saturday evening, December 7. There may still be some seats available so do not hesitate to contact Mr. Chaviano if you are interested in attending.
- The 8th Annual EHS Big Band Bash was a success. Fun was had by all.
- Congratulations go out to EHS Senior Tess Fry for her qualification to the State swim meet. Tess has been a two-year record-setting member
- Our Madison Area Mathematics League tournaments update: we will be sending a second team (Junior Varsity team) to the next Math Meet taking place on Wednesday, December 11. Sixteen students total will be participating and competing.

ECSD School Board Report
December, 2013
Vaunce Ashby, Director of Student Services

Changes to Eligibility Criteria for Students with Specific Learning Disabilities

During the month of November, families in our school district were notified that as of December 1, 2013, all initial evaluations for special education services for a **Specific Learning Disability** within the Evansville Community School District will begin using information from a student's response to intensive, scientific research based or evidence based interventions (RTI) when making special education eligibility decisions.

This is based on the State of Wisconsin rule for identifying students with specific learning disabilities (SLD) change. Starting December 1, 2013, Significant Discrepancy may no longer be used to determine Insufficient Progress. Instead, all schools must use progress monitoring data from a student's response to intensive, scientific, research-based or evidence-based interventions for all initial SLD evaluations of public school students to make eligibility decisions.

The recent purchase of the STAR Assessment and Progress Monitoring Tool has supported this requirement. STAR has allowed us to assess students on a regular basis (a total of 3 x's this school year) and to progress monitor students involved in interventions quickly and effortlessly access the data.

Bullying/Harassment

Questions have been voiced by parents to school district administrators' regarding bullying/harassment issues. The Student Service Staff sees this as an opportunity to show the positive ways that we address students' personal/social and emotional needs.

I will be working with the Students Service Staff over the next four months to define the programs and outline the current continuum of services that occurs throughout our district. In turn this will bring an increased awareness of how we (student service staff & faculty and administrators) address specific personal/social and emotional needs of the students.

Once it is completed, it will be brought to the school board. It will include how we are addressing bullying along with other programs and services for students. Contact information for parents, "the who's who" by building, will be included so parents know who to call for different pupil services related topics.

Evansville Community School District

340 Fair Street
Evansville, WI, 53536
Phone: (608) 882-3383
Fax: (608) 882-6564

Doreen Treuden
Business Manager
treudend@evansville.k12.wi.us

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Audited Financial Statements
Date: December 1, 2013

Attached are the Audited Financial Statements dated June 30, 2013. This concludes our second year of working with Natalie Rew and the crew from Wegner CPAs. The audit process begins in June each year and concludes at the end of November. The District Office staff devotes many hours during the summer to closing the fiscal year financial accounts and providing accurate information to the auditors in the most efficient manner possible. The process concludes with the filing and publication of the District Financial Statements to the Board of Education and the Department of Public Instruction.

The audit findings include one material weakness. The material weakness is in the internal control over disbursements and is the result of failing to secure the signatures of Program Directors on a sampling of documentation to prove purchases and expenditures were approved prior to the purchase or expenditure. To address the material weakness, changes to purchasing methods were implemented at the start of the 2013-2014 school year. Specifically, the District will require the use of pre-approved purchase orders for most purchasing needs, which will greatly reduce the use of District credit cards as a purchasing method.

Typically, the audit report will also include a listing of adjusting entries based on findings during the review of detailed account transactions. The auditors did not find any transactions that were posted incorrectly or in violation of program regulations and therefore, no adjusting entries are included in the audit report this year. It was noted by the auditors that the absence of adjusting entries is a "first" in their many years of experience auditing school districts.

Please contact me if you have any questions about the audit documents.



November 1, 2013

To the School Board
Evansville Community School District
Evansville, Wisconsin

We have audited the financial statements of the governmental activities, the business-type activity, each major fund, and the aggregate remaining fund information of Evansville Community School District for the year ended June 30, 2013. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, OMB Circular A-133, and the *State Single Audit Guidelines*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 3, 2013. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Evansville Community School District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2013. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the other post employment benefits (OPEB) liability is based on the unit credit actuarial cost method. We evaluated the key factors and assumptions used to develop the OPEB liability in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Janesville Office:
101 E. Milwaukee Street
Suite 425
Janesville, WI 53545
P: (608) 756-4020

Baraboo Office:
123 Second Street
P.O. Box 150
Baraboo, WI 53913
P: (608) 356-3966
F: (608) 356-2966

Pewaukee Office:
W239 N3490 Pewaukee Road
Suite 200
Pewaukee, WI 53072
P: (262) 522-7555
F: (262) 522-7550

Madison Office:
2110 Luann Lane
Madison, WI 53713
P: (608) 274-4020
F: (608) 274-0775

www.wegnercpas.com
info@wegnercpas.com
(888) 204-7665

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 1, 2013. Attached is a copy of management's written representations.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

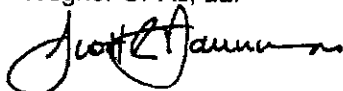
Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the requirements of OMB Circular A-133 §310.b, the *State Single Audit Guidelines*, and accounting principles generally accepted in the United States of America; the method of preparing it has not changed from the prior period; and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the school board and management of Evansville Community School District and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

Wegner CPAs, LLP



Scott R. Haumersen, CPA
Partner



Communication of Material Weakness

November 1, 2013

To the School Board
Evansville Community School District
Evansville, Wisconsin

In planning and performing our audit of the financial statements of Evansville Community School District as of and for the year ended June 30, 2013, in accordance with auditing standards generally accepted in the United States of America, we considered Evansville Community School District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our Responsibilities

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses. It is important to note that deficiencies in internal control are not necessarily problems you will choose to address; however, they do represent potential risks. Our job as your auditors is to ensure that you understand where you have these deficiencies so that you can make informed business decisions on how best to respond to those risks.

Definitions Related to Deficiencies in Internal Control

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Identified Deficiencies in Internal Control

We consider the following deficiency in Evansville Community School District's internal control to be a material weakness, which was also considered a material weakness in the prior year:

Janesville Office:
3000 Milton Avenue
Suite 107
P.O. Box 2260
Janesville, WI 53545
P: (608) 756-4020

Baraboo Office:
123 Second Street
P.O. Box 150
Baraboo, WI 53913
P: (608) 356-3966
F: (608) 356-2966

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W239 N3490 Pewaukee Road
Suite 200
Pewaukee, WI 53072
P: (262) 522-7555
F: (262) 522-7550

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2110 Luann Lane
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www.wegnercpas.com
info@wegnercpas.com
(888) 204-7665

Internal Control over Disbursements

During our audit, we noted that the documentation for nine expenditures from our sample of forty expenditures did not include a program manager's signature indicating review and approval of the expenditure. The District's internal control over disbursements requires that program directors review and approve disbursements prior to payment to ensure that the cost of the disbursements is allowable. We recommend that the District should reiterate and enforce internal controls and procedures over disbursements.

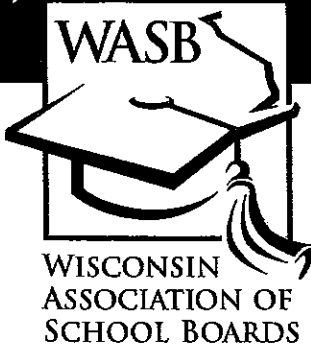
This communication is intended solely for the information and use of management, the school board, and others within the entity and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Wegner CPAs, LLP

A handwritten signature in black ink, appearing to read "Scott R. Haumersen".

Scott R. Haumersen, CPA
Partner



122 W. WASHINGTON AVENUE, MADISON, WI 53703
PHONE: 608-257-2622 • TOLL-FREE: 877-705-4422
FAX: 608-257-8386 • WEBSITE: WWW.WASB.ORG

JOHN H. ASHLEY, EXECUTIVE DIRECTOR

TO: Official Delegates and District Administrators of WASB Member Boards

FROM: Nancy Thompson, President
John Ashley, Executive Director

DATE: November 25, 2013

RE: OFFICIAL NOTICE: 2014 WASB DELEGATE ASSEMBLY

This is your notice of the Delegate Assembly, the annual meeting of the members of the Wisconsin Association of School Boards, Inc. (WASB). The Delegate Assembly will be held beginning at 1:30 p.m. on Wednesday, Jan. 22, 2014, in Ballroom AB on the first level at the Wisconsin Center, Milwaukee, Wisconsin.

The active members of the WASB are entitled to one vote at the Delegate Assembly. [Public school boards and boards of control of cooperative educational service agencies who have paid membership dues for the current fiscal year have the rights of active members, as does each member of the WASB Board of Directors.] The vote of each member public school board and CESA board of control shall be cast by a delegate or alternate who is qualified to serve under the WASB Bylaws. All delegates and alternates shall be certified in writing by the president, secretary or administrator of the active member board.

The Policy and Resolutions Committee received and discussed numerous resolution suggestions from member boards. Some of the suggestions have been recommended for Delegate Assembly consideration, while others are presently covered by WASB resolutions (see the WASB's continuing policy guide, *Resolutions Adopted by Delegate Assemblies*) or were turned down by the committee.

Each active member board should determine its position on each of the recommended resolutions so as to give direction to the board's official delegate. It is also suggested that official delegates be given discretionary latitude by their respective boards to vote on amendments or other resolutions. The WASB Policy and Resolutions Committee will hold a discussion session on Tuesday, Jan. 21, 2014, in the Crystal Ballroom at the Hilton Milwaukee City Center Hotel in Milwaukee beginning at 7 p.m. to afford active members an opportunity to seek any needed clarification of issues addressed in the recommended resolutions. Mike Blecha, Policy and Resolutions Committee Chair, will conduct the session. *This discussion of recommended resolutions will be an informational session only, no action will be taken nor debate allowed at this time.*

The WASB Policy & Resolutions Committee at the Tuesday night discussion session also may receive emergency resolution suggestions from active member boards or the Board of Directors. An emergency resolution is one that deals with a concern that arises between Nov. 1 and the time of the Delegate Assembly and could not have been presented earlier due to the emergency nature of the subject. The committee shall consider such resolutions for presentation and recommendation at the Delegate Assembly the next day. If reported to the Delegate Assembly by the committee, such emergency resolutions shall be considered

pursuant to the procedure under the WASB bylaws which requires a two-thirds vote for consideration. If consideration is approved, adoption of an emergency resolution requires a simple majority vote.

The WASB Bylaws provide for the introduction of other resolutions at the Delegate Assembly:

- The sponsor of any resolution which had been submitted to the Policy and Resolutions Committee on or prior to Sept. 15, but which had been turned down by the committee, may bring the resolution up for action from the Delegate Assembly floor with a two-thirds favorable vote. (Copies of all resolutions submitted to the Policy and Resolutions Committee on or prior to Sept. 15 are enclosed with this notice.) If consideration is approved, adoption of a resolution brought up for action by the Delegate Assembly requires a simple majority vote.
- After Sept. 15, a member board may bring a proposed resolution up for action on the Assembly floor with a two-thirds favorable vote as long as the district board provides each member board a copy of its proposed resolution with rationale three weeks before the Delegate Assembly. Boards planning to offer such resolutions may want to be prepared to present evidence of the timely distribution of copies to members. If consideration is approved, adoption of a resolution brought up for action by the Delegate Assembly requires a simple majority vote.

According to the WASB Bylaws, no written or other materials are allowed to be distributed without prior approval: "No delegate or other person, should hand out or disseminate any written or other material at any Association convention or meeting of Association members or delegates without prior approval of the Board of Directors or Executive Committee, or approval by a vote of the delegates at a Delegate Assembly meeting." (WASB Bylaws, Article VIII, Section 6).

Only official delegates will be allowed on the delegate floor at the Delegate Assembly. Others are invited to be seated in the observers' section. Delegates may check in from 8:30-10:00 a.m. and from Noon-1:30 p.m. on the day of the Delegate Assembly immediately outside of Ballroom AB on the first floor of the Wisconsin Center. Convention registration badges may be picked up on the third floor of the Wisconsin Center on Tuesday, Jan. 21, from 8 a.m. to 5:00 p.m. and on Wednesday, Jan. 22 beginning at 8 a.m.

A convention/delegate assembly orientation that is intended for new attendees will be held from 9:00 – 9:45 a.m. in Ballroom AB on Wednesday, Jan. 22, the morning of the Delegate Assembly. Delegates serving for the first time are invited to discuss their role as delegates and the procedures of the Delegate Assembly.

The WASB looks forward to a productive Delegate Assembly and to the active participation of our members in this important policy-making process.

NT/JA/imf

Enclosures: Agenda for Pre-Delegate Assembly
Agenda for Delegate Assembly
Proposed Procedure Rules
2014 Recommended Resolutions
Resolutions submitted by member school boards
Proposed amendments to the WASB bylaws submitted by member boards (if any)
WASB Bylaws
Status of 2013 Approved Resolutions
Map of Downtown City of Milwaukee

1 ***Resolution 14-4: Applicability of Open Meetings and Public Records Laws to Private Voucher***
2 ***Schools***

3 Create an additional paragraph in existing resolution 2.70 **Private School Aid** as follows:

4
5 Private voucher schools must be subject to and comply with the Open Meetings Law and
6 Public Records Law that apply to public schools.

7
8 Rationale: The committee advanced this resolution to give members a chance to express their
9 position on whether private voucher schools (i.e., private and parochial schools that accept state
10 funding through taxpayer-financed vouchers) must be subject to and comply with the Open
11 Meetings Law and Public Records Law that apply to public schools.

12
13 ***Resolution 14-5: Administration of Certain Required State Assessments (Explore)***

14 Create: The WASB supports granting the Department of Public Instruction (DPI) the authority
15 to approve a waiver from the statutorily-required administration of the ACT Explore test during
16 the fall session of ninth grade to school districts that administered this assessment in the spring
17 session of eighth grade.

18
19 Rationale: The committee advanced this resolution to allow the members to consider concerns
20 expressed by a number of state school districts that have already been administering the ACT
21 Suite of tests to their students using district funds and have specifically been administering the
22 Explore test to eighth graders. Those districts assert that by advancing this resolution in support
23 of a waiver they are not seeking to avoid testing, but are seeking to avoid unnecessary
24 duplication of testing.

25
26 ***Resolution 14-6: Days of Instruction/Flexible Length of School Term***

27 Amend existing resolution 1.24 **Days of Instruction** as follows:

28
29 The WASB supports legislation to allow local districts the maximum latitude in
30 determining the number of days of direct pupil instruction using the hours required under
31 current law, and in determining what constitutes a day of school. The WASB further
32 supports legislation to repeal the existing statutory provisions governing the number of
33 school days required under current law, and supports legislation to allow districts to be
34 governed only by the hours of direct pupil instruction required under current law.

35
36 Rationale: The committee advanced this resolution to enable WASB members to clearly state
37 their position with respect to existing statutory provisions governing the number of school days
38 required each year, while maintaining in place existing statutory provisions governing the hours
39 of direct pupil instruction required.

40
41 ***Resolution 14-7: Educator Effectiveness***

42 Create: The WASB rejects any interpretation of educator effectiveness initiatives that would
43 limit a school board's right to review this data, to decide what data is relevant, and to use this
44 data for any lawful purpose and in a manner consistent with preserving the legitimate privacy
45 interests of educators being evaluated.

46
47 Rationale: The committee advanced this resolution to allow WASB members to express a
48 position on the rights of school boards to use educator effectiveness data.

1 **Resolution 14-8: Common Core State Standardsa**

2 Amend existing resolution 3.02 State Standards and create paragraphs a) and b) as follows:

3
4 The WASB supports ~~the efforts at the state level to create standards in the core content~~
5 ~~areas of reading, math, science, language arts and social studies. The standards should be~~
6 ~~established at the 4th, 8th and 10th all grade levels.~~ adoption and implementation of the
7 Common Core State Standards at all grade levels in the content areas of English language
8 arts, mathematics, and literacy (in all content areas), which are aimed at placing all
9 Wisconsin students on track to graduate from high school ready for college or careers.

10 The standards should not be so specific that they dictate local curricula, but should give
11 students, parents, teachers, and local policymakers clear, high expectations for what
12 students should know and be able to do at each grade level. The WASB further supports
13 flexibility for school boards to select, approve and implement local district standards that
14 reflect the local community's expectation that each student achieve his/her maximum
15 potential. The local standards should meet or exceed ~~state standards~~ Common Core State
16 Standards, and should include grade levels and ~~curriculum~~ content areas not included in
17 the ~~state standards~~ Common Core State Standards. The standards should be written in
18 language easily understood by the public.

- 19
20 a) The WASB supports the vital role local school board governance and local school
21 district decision-making play in designing, developing and delivering high quality
22 educational services for our state's school children.
23
24 b) The WASB shares the concern of local school boards about federal intrusion into
25 state and local prerogatives and opposes any and all efforts by the federal
26 government to coerce states or local school districts to adopt any specific set of
27 academic content standards. The WASB believes the U.S. Department of
28 Education should fulfill its role as a policy implementer rather than a policy-
29 maker, and should perform that role with proper recognition of local school board
30 governance.

31
32 Rationale: The committee advanced this resolution because: a) it determined that the WASB's
33 existing policy resolution on state standards (3.02 State Standards) adopted in 1997 is outdated,
34 particularly in light of the State Superintendent's decision to voluntarily adopt the Common Core
35 State Standards in English language arts and mathematics as a replacement for the state's former
36 Model Academic Standards; b) to date, the WASB Delegate Assembly has expressed no position
37 on the Common Core State Standards or the role of the federal government with respect to
38 academic standards; and c) committee members believed it was desirable to put these question of
39 support for the Common Core State Standards to a vote of the Delegate Assembly.

40
41 **Resolution 14-9: Forced Sale of School District Buildings and Grounds**

42 Create: The WASB supports maintaining locally elected school board decision making regarding
43 the use of school district facilities and opposes legislation mandating that districts must sell or
44 lease vacant or "underutilized" school buildings and grounds.

45
46 Rationale: The committee advanced this resolution to allow WASB members to express a
47 position in response to legislation that would, essentially, require the Milwaukee Public Schools
48 (MPS) Board to offer vacant or underutilized buildings to the operators of private voucher

1 schools or charter schools. The authors of this legislation have indicated they support extending
2 the principle underlying their bill to all school districts in the state.

3
4 ***Resolution 14-10: Fund Balances***

5 Create: The WASB opposes any legislative or regulatory efforts to limit or to dictate the level of
6 the general fund balances that a local school district must maintain.

7
8 Rationale: School districts maintain a reasonable fund balance in their general fund for a variety
9 of reasons, including: to manage cash-flow and avoid short-term borrowing and associated
10 interest costs in periods during which income is not being received; to stabilize both the budget
11 and tax rate; to accumulate sufficient assets to make planned purchases; to provide for
12 unexpected or unforeseen expenditures due to natural disasters, emergencies, etc.; and to
13 preserve a high bond rating. Committee members expressed concern over the likelihood that
14 legislators may review school district fund balances and may attempt to prescribe legislation or
15 rules to govern the maximum size of fund balances school districts may maintain. Committee
16 members advanced this resolution to allow WASB members to express a position on such
17 legislative efforts to dictate the allowable level of general fund balances local school district may
18 maintain.

19
20 ***Resolution 14-11: Recovery School Districts***

21 Create: The WASB opposes the creation in Wisconsin of a recovery school district or a similar
22 state-level authority designed to take over and attempt to improve the performance of low-
23 performing public schools.

24
25 Rationale: The committee advanced this resolution to the Delegate Assembly to allow WASB
26 members to decide whether to take a position in opposition to recovery school district proposals
27 or other similar proposals that would remove schools from the governance of locally elected
28 school boards and place them into a special district that answers to a state authority, such as the
29 state superintendent or someone else given that power by the state Legislature.

30
31 ***Resolution 14-12: School Start Date***

32 Amend existing resolution 1.22 Authority to Establish the School Calendar as follows:

33
34 The WASB supports local school boards having sole authority to establish the school
35 calendar and the number of contract days, and ~~opposes existing and proposed~~ supports
36 repealing existing state statutes restricting the school start date.

37
38 Rationale: The committee advanced this resolution to enable WASB members to more clearly
39 state their position regarding repealing the existing state statutes restricting the school start date.

40
41 ***Resolution 14-13: Safety Belts on School Buses***

42 Amend existing resolution 3.51 Seat Belts as follows:

43
44 The WASB opposes legislation requiring all school buses to be equipped with seat belts
45 for students; however, the WASB supports legislation to require newly manufactured
46 school buses to be equipped with safety belts provided the state provides funding to
47 defray the cost to school districts of purchasing, leasing or contracting for new school
48 buses with such belts.

1 Rationale: The committee advanced this resolution to enable WASB members to review the
2 existing WASB policy resolution on this topic, which was adopted in 1986, in light of changes in
3 federal regulations, improvements in school buses and safety belts, and legislation (2013 Senate
4 Bill 304) that has been introduced to require all school buses weighing more than 10,000 pounds
5 and manufactured on or after a date approximately six months after the effective date of the bill
6 to be equipped with 3-point (lap-shoulder) safety belts.
7

8 ***Resolution 14-14: Sharing of Student by Districts***

9 Create: The WASB supports providing additional flexibility for school districts to save costs by
10 sharing students through programs such as, but not limited to, whole-grade sharing or creation of
11 regional high schools serving a number of surrounding school districts.
12

13 Rationale: The committee advanced this resolution to enable WASB members to decide whether
14 to more explicitly express their support for specific types of programs that allow school districts
15 to save costs by sharing students, and to further clarify the intent of existing WASB Policy
16 Resolution 3.29 (Academic Cooperation).
17

18 ***Resolution 14-15: Weapons Possession in School Zones***

19 Amend existing resolution 6.11 (b) Weapon Possession as follows:
20

21 6.11 Weapon Possession
22

23 (b) The WASB supports safe learning environments for all children, free of guns and
24 other weapons. Further, the WASB opposes any initiatives at the state or federal level
25 that would legalize any further ability for anyone, with the exception of sworn law
26 enforcement officers, to bring a weapon or possess a weapon, concealed or otherwise, in
27 school zones or lessen the consequences for violation of existing safe school policies
28 relating to guns and other weapons.
29

30 Rationale: The committee advanced this resolution to clarify and update the existing WASB
31 resolution on this topic (6.11 (b) Weapon Possession), which was adopted prior to the enactment
32 of legislation (2011 Wisconsin Act 35) permitting licensed individuals to carry concealed
33 weapons, commonly referred to as the Carrying Concealed Weapon (CCW) Law, which
34 effectively allows those with training and registration to carry concealed weapons in most
35 settings unless specifically prohibited by law.

RESOLUTIONS SUBMITTED BY MEMBER SCHOOL BOARDS

The Policy and Resolutions Committee received 10 resolution proposals from member boards by the Sept. 15, 2013 deadline as recommendations for the 2014 Delegate Assembly.

The Committee deliberated at length before deciding to approve and submit 15 resolutions for consideration to the Delegate Assembly. According to the WASB bylaws, the member board resolutions turned down by the committee may be brought up for action from the Delegate Assembly floor by a two-thirds favorable vote. The committee's rationale for either approving or turning down a member board resolution is briefly explained below.

Member Board Resolutions Submitted by Sept. 15:

Beloit: Accountability Legislation (p. 1)

- The committee approved this resolution with modifications. It is reflected in *Resolution 14-2: Voucher School Accountability*.

Beloit: Special Education Students Who Have Gone Through the Expulsion Process (p. 2)

- The committee turned down this resolution. The committee noted this resolution raised two separate sets of concerns, one relating to the lack of adequate state and federal funding for special education services, and another relating to the cost of transporting special education students who have been expelled after a finding that the behavior which led to the expulsion process is NOT a manifestation of the student's disability. These students are nevertheless entitled to a free and appropriate public education under the federal Individuals with Disabilities Education Act (IDEA). After lengthy deliberations it was determined that that existing WASB Resolutions 3.20 *Mandates* and 2.31 (c) *Funding for Children with Disabilities*, respectively, as well as 2.86 *Fees* and 3.50 *General Policy*, already address these issues and can be used by the WASB's governmental relations staff to advance the goals of the proposed resolution.

Janesville: School Bus Seat Belts (p. 3)

- The committee approved this resolution with modifications. It is reflected in *Resolution 14-13: Safety Belts on School Buses*.

Middleton-Cross Plains Area: Days of Instruction (p. 4)

- The committee approved this resolution with modifications. It is reflected in *Resolution 14-6: Days of Instruction/Flexible Length of School Term*.

Middleton-Cross Plains Area: Weapon Possession (p. 5)

- The committee approved this resolution with modifications. It is reflected in *Resolution 14-15: Weapons Possession in School Zones*.

Monona Grove: Waiver of Certain Mandated State Assessments (p. 6)

- The committee approved this resolution with modifications. It is reflected in *Resolution 14-5: Administration of Certain Required State Assessments (Explore)*.

Mount Horeb Area: Income Tax Deduction for Private School Tuition (p. 7)

- The committee did not advance this resolution. It determined that existing WASB Resolution 2.70 *Private School Aid* already expresses the WASB's opposition to tax deductions for private school tuition, and can be used by the WASB's governmental relations staff to advance the goal of the proposed resolution.

Mount Horeb Area: Voucher Expansion (p. 8)

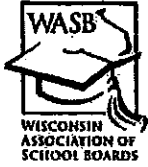
- The committee turned down this resolution. It determined that language in existing WASB Resolution 2.70 *Private School Aid*, which states, "The WASB opposes any expansion of vouchers in Wisconsin" already expresses the WASB's opposition to voucher expansion, and can be used by the WASB's governmental relations staff to advance the goal of the proposed resolution.

Tomah: Commencement of Fall Classes (p. 9)

- The committee approved this resolution with modifications. It is reflected in *Resolution 14-12: School Start Date*.

West Bend Joint No. 1: Disclosure of Financing and Total Costs of All Referenda (p. 10)

- The committee turned down this resolution. Committee members expressed support for the right of school board members and district electors, respectively, to receive accurate and complete information about the total costs of all school district referenda prior to any vote they may be asked to take. However, after careful consideration, committee members determined that ensuring that such information is provided is best addressed at the local level and school boards should address this issue individually.



2014 WASB DELEGATE ASSEMBLY

Date:

Subject of Resolution:

Submitted by the School Board of:

RESOLUTION:

RATIONALE:

- Checking the box (at left) confirms that this submitted resolution was duly approved by the School Board.
- Checking the box (at left) and typing in the name of the board president (below) confirms that the board president signed this resolution.

Board President:

Date of Approved Resolution:



2014 WASB DELEGATE ASSEMBLY

Date:

Subject of Resolution:

Submitted by the School Board of:

RESOLUTION:

WHEREAS: Federal mandate requires uninterrupted instructional and related services to students with special educational needs including transportation to and from school as well as per individual education programs plan, even if a child has gone through the expulsion process; and

WHEREAS: this mandate is partially funded with federal and state dollars; and

WHEREAS: the cost to provide special education services is more than twice the amount spent per regular education students; and

WHEREAS: special education enrollment has increased in the district, jeopardizing the budget allotment needed to adequately educate and serve the majority regular education population;

THEREFORE BE IT RESOLVED: that the State of Wisconsin and Federal Government fully fund or significantly increase funding for this mandate and allow districts to assess students who are expelled more than once for the cost of transportation.

RATIONALE:

Students with special needs who have gone through the expulsion process are protected by state and federal law regardless of the severity of infraction leading to the expulsion process. Students who have gone through the expulsion process receive instruction at an alternative site requiring transportation to access their special education/instructional services. Because students who have gone through the expulsion process are not able to ride the school bus, costly alternative modes of transportation are necessary to continue to provide a Free and Appropriate Public Education. This extra cost for alternative modes of transportation puts an undue burden on the school district which is experiencing significant budget cuts. The increased number of students being identified with an Emotional Disability demonstrating significant behaviors that often end up in the expulsion process, increases the cost of instructional and transportation services.

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Board President:

Date of Approved Resolution:



2014 WASB DELEGATE ASSEMBLY

Date:

Subject of Resolution:

Submitted by the School Board of:

RESOLUTION:

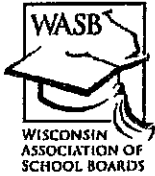
RATIONALE:
In October 2005 such an accident occurred in the rural community of Plainfield, N.H. A bus taking kids home from school ran off the shoulder of a narrow, winding dirt road and flipped on its side. None of the 28 children on board was injured. All but one were wearing seat belts.

The Janesville School District has implemented policy that directs seat belts on newly purchased school buses. Safety is a proactive strategy. We have a great opportunity to educate and condition a new generation of children with this life saving belt."/>

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Board President:

Date of Approved Resolution:



2014 WASB DELEGATE ASSEMBLY

Date:

Subject of Resolution:

Submitted by the School Board of:

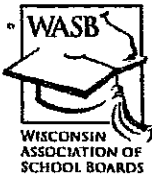
RESOLUTION:
The WASB supports legislation to allow local districts the maximum latitude in determining the number of days of direct pupil instruction using the hours required under current law and in determining what constitutes a day of school. (2005-14)

RATIONALE: As school boards and administrators look for greater flexibility, we are hearing more and more that they want to do away with the statutory requirement to schedule at least 180 days of instruction, including the requirement in Wis. Statutes, section 120.12 (15), that the equivalent of 180 such days, as defined in s. 115.01 (10), shall be held during the school term. Instead they would prefer to be governed only by the hours of direct pupil instruction requirements.
Those hours of instruction requirements are found in Wis. Statutes, section 121.02 (1) (f) 2., and require that each school board shall "annually, schedule at least 437 hours of direct pupil instruction in kindergarten, at least 1,050 hours of direct pupil instruction in grades 1 to 6 and at least 1,137 hours of direct pupil instruction in grades 7 to 12. Scheduled hours under this subdivision include recess and time for pupils to transfer between classes but do not include the lunch period. A school board operating a 4-year-old kindergarten program may use up to 87.5 of the scheduled hours for outreach activities."
Under current law, Wis. Statutes, section 115.01(10) defines "school days" as follows:
(a) School days are days on which school is actually taught and the following days on which school is not taught:
1. Days on which school is closed by order of the school district administrator because of inclement weather and days on which parent-teacher conferences are held, not to exceed 5 days during the school term.
2. Days on which school is closed by order of a local health officer, as defined in s. 250.01 (5), or the department of health services.
3. Days on which school is closed by order of the school district administrator because of a threat to the health or safety of pupils or school personnel, but not including inclement weather, unless the school board determines that the days will not count as school days.
(b) Not to exceed 5 Saturdays may be counted as school days in any school year when school is taught thereon with the consent of the school board.
Wis. Statutes, section 120.12 (15), requires that each school board shall establish rules scheduling the hours of a normal school day, but provides that the school board may differentiate between the various elementary and high school grades in scheduling the school day.

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Board President:

Date of Approved Resolution:



2014 WASB DELEGATE ASSEMBLY

Date:

Subject of Resolution:

Submitted by the School Board of:

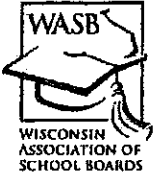
RESOLUTION:

RATIONALE: http://www.schoolsecurity.org/trends/arming_teachers.html
<http://www.ibtimes.com/nra-school-plan-arming-teachers-not-good-idea-police-groups-say-1170225>"/>

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Board President:

Date of Approved Resolution:



2014 WASB DELEGATE ASSEMBLY

Date:

Subject of Resolution:

Submitted by the School Board of:

RESOLUTION:

RATIONALE:

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- Checking the box (at left) and typing in the name of the board president (below) confirms that the board president signed this resolution.

Board President:

Date of Approved Resolution:



2014 WASB DELEGATE ASSEMBLY

Date:

Subject of Resolution:

Submitted by the School Board of:

RESOLUTION:

Whereas, the school board, administrators, teachers, staff, parents and community members of the Mount Horeb Area School District are united in our effort to provide all children with the highest quality educational opportunities possible; and

Whereas, the tax deduction is for parent-paid tuition to private and parochial schools that are not required to follow the same standards of accountability as our public schools; and

Whereas, the Mount Horeb Area School District Board of Education believes the tax deduction will reduce tax revenues that could be used for public schools and has the potential to result in an increase in the District property tax levy and a corresponding loss in state aid to the District;

Therefore be it resolved that the Mount Horeb Area School District School Board opposes any legislation or other effort by the Wisconsin Legislature that would expand the state income tax deduction for parent-paid private school tuition.

RATIONALE:

The tax deductions will reduce the revenues that are available for public schools.

- Checking the box (at left) confirms that this submitted resolution was duly approved by the School Board.
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Board President:

Date of Approved Resolution:



2014 WASB DELEGATE ASSEMBLY

Date:

Subject of Resolution:

Submitted by the School Board of:

RESOLUTION:

Whereas, the school board, administrators, teachers, staff, parents and community members of the Mount Horeb Area School District are united in our effort to provide all children with the highest quality educational opportunities possible; and

Whereas, the private and parochial schools that would receive these taxpayer-funded vouchers are not required to follow the same standards of accountability as our public schools; and whereas, there is no consistent evidence to demonstrate that students who utilize vouchers make better academic progress; and

Whereas, the Mount Horeb Area School District Board of Education believes that any expansion of the voucher program has the potential to result in an increase in the District property tax levy, in order to support such an expansion, and a corresponding loss in state aid to the District;

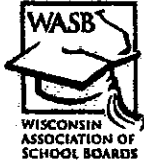
Therefore be it resolved that the Mount Horeb Area School District School Board opposes any legislation or other effort by the Wisconsin Legislature to expand the voucher program or any program that would have an effect similar to that of a voucher program, and encourages its elected officials to oppose the same.

RATIONALE:

- Checking the box (at left) confirms that this submitted resolution was duly approved by the School Board.
- Checking the box (at left) and typing in the name of the board president (below) confirms that the board president signed this resolution.

Board President:

Date of Approved Resolution:



2014 WASB DELEGATE ASSEMBLY

Date: August 19, 2012

Subject of Resolution: Commencement of Fall Classes

Submitted by the School Board of: Tomah School District

RESOLUTION:

Whereas: Decisions on the school calendar and the start date of a school year should be based on the needs of local communities;
Whereas: Charter or private schools supported by taxpayer money through vouchers are not required to start after September 1;
Whereas: A more flexible school calendar which does not meet the definition of a true year round school may be used by a school district to improve academic achievement;
Whereas: School districts in different regions of the state may work to create a more flexible calendar for their athletic conference or area;
Whereas: Middle and high school students are returning to school in early August to prepare for the fall sports season;
Therefore Be It Resolved That: The current law prohibiting schools from starting prior to September 1 be repealed or an additional waiver be added to the current law which allows the Department of Public Instruction to approve an earlier school start date for a consortium of schools whose Boards of Education have formally agreed to a similar calendar for their region of the state.

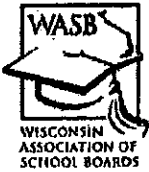
RATIONALE:

The only exemptions which allow districts to begin school prior to September 1 are if the school calendar is a year round school calendar or if there is an emergency type of situation which would require an earlier start date. A year round calendar may not be the best calendar for all students. Having the ability to develop a school calendar that takes into account the unique needs of a community, improves academic achievement and desire to learn, and maintains summer school programs which provide enrichment and remediation preventing the "summer slide" should be allowed for every school district in the state. Also, a consortium of school districts in a region of the state should be allowed to create a similar calendar supported by their constituents with a start date earlier than September 1.

- Checking the box (at left) confirms that this submitted resolution was duly approved by the School Board.
- Checking the box (at left) and typing in the name of the board president (below) confirms that the board president signed this resolution.

Board President: Mr. John McMullen

Date of Approved Resolution: 8/19/2013



2014 WASB DELEGATE ASSEMBLY

Date: September 9, 2013

Subject of Resolution: Disclosure of Financing and Total Costs of All Referenda

Submitted by the School Board of: West Bend Joint School District No. 1

RESOLUTION:

Any proposed referendum presented to the District's Board of Education for approval must disclose the following information and be available for review by the public upon request:

1. The total principal dollar amount of the borrowing (typically done through the issuance of long-term bonds (debt)) over its entire term.
2. The total dollar amount of interest expense of the borrowing (i.e., typically a certain annual interest rate is applied to the long-term bonds to calculate the total interest expense) over its entire term.
3. The total dollar amount of the referendum, including all principal (see item #1 above), interest (see item #2 above) and any other (e.g., brokerage, bond issuance) costs.
4. All major assumptions and factors used to arrive at item #3 above (i.e., the interest rate used in calculating total interest expense, term of bonds (i.e., time period of the debt), exact nature/type of the bonds, etc.).

If the referendum proposal/resolution is adopted by the Board, any additional communication (e.g., mailed materials to District residents, postings on the District website, communication to media, presentations at Board meetings and other meetings within the community) regarding the referendum must continue to fully disclose items #1 through #4 above.

RATIONALE:

It shall be the policy of the School District to provide disclosure to District residents and taxpayers regarding the total costs of any proposed referendum, whether it is a facilities referendum, operating referendum, or any other type. This genuine transparency regarding the planned use of public funds provides for a much more fully informed electorate, facilitates better communication with (and within) the community regarding referendum details, and builds trust among all District stakeholders.

Note: The West Bend Joint School District No. 1 Board of Education unanimously approved such a policy on 1/23/12. On 11/6/12, with this policy in effect and enforced for more than nine months, School District voters approved the one referendum on the ballot - \$22.8 million to expand a middle school, restructure the two middle schools to one grades 5-6 school and one grades 7-8 school, expand an elementary school, and close one elementary school.

Checking the box (at left) confirms that this submitted resolution was duly approved by the School Board.

Checking the box (at left) and typing in the name of the board president (below) confirms that the board president signed this resolution.

Board President: *Randy J. Marquardt* RANDY J. MARQUARDT

Date of Approved Resolution: Sept. 9, 2013

WISCONSIN ASSOCIATION OF SCHOOL BOARDS, INC.

Madison, Wisconsin

November 25, 2013

UPDATE ON 2013 RESOLUTIONS

Resolution 13-01: Educational Technology Initiative

Create: The WASB supports a state-funded educational technology initiative to ensure that school districts have the technological capacity for students to succeed in the 21st century and to meet state requirements, such as online adaptive testing, the state accountability system, curriculum and instructional standards aligned to college and career readiness, and rigorous teacher and principal evaluation systems.

The WASB included in its 2013-14 Legislative Agenda support for a state-funded educational technology initiative to ensure that school districts have the information technology capacity (e.g., bandwidth, infrastructure (switching, internal wireless networks, etc.) and devices (laptops, tablets, etc.), necessary for students to succeed and to meet state requirements for: online, adaptive testing; the statewide student information system, the state accountability system, WISEdash—the state’s data warehouse and reporting system, curriculum and instructional standards aligned to college- and career-readiness, and rigorous teacher and principal evaluation systems.

During debate on the state’s biennial budget, the WASB advocated for and supported the Legislature’s actions to provide the following funding for school-related technology initiatives in 2013 Wisconsin Act 20, the 2013-15 state budget:

- 1) \$7.1 million in 2013-14 for an “open system for standardized student data collection” (Before this funding can be released, the DPI must develop a proposal for a multi-vendor student information system for the standardized collection of pupil data that will allow schools and school districts to use their vendor of choice and will include reporting requirements that can be reasonably met by multiple vendors.)
- 2) \$5.8 million annually to develop and maintain the DPI’s data warehouse, a longitudinal data system (LDS), and WISEdash, the department’s data reporting system; and
- 3) \$1.45 million in 2014-15 to implement a statewide digital learning portal to facilitate blended learning environments for educators and pupils, including a collaboration space (WISElearn) that will facilitate curricular and professional development.

The WASB also supported the Legislature’s action in the 2013-15 state budget to create a \$4.3 million continuing appropriation from which \$500,000 will be provided annually to award broadband expansion grants to eligible applicants for the purpose of constructing broadband infrastructure in underserved areas of the state.

The WASB continues to work with the DPI and other education organizations on initiatives to improve school districts' broadband capacity and reduce districts' information technology costs. As part of this effort, the WASB is currently working to garner support for efforts to recreate an updated version of the Technology for Educational Achievement (TEACH) program, a program championed by former Governor Tommy Thompson, which filled a huge technology funding gap for many school districts, particularly small and rural school districts. This new version has been dubbed "TEACH II."

(The legislature created TEACH in 1997 as an independent agency with multiple programs including telecommunications access, wiring loans and grants to school districts. Since 2004, the TEACH program has been part of the state Department of Administration (DOA) and has narrowed its focus to a telecommunications access program which subsidizes video and broadband circuits on BadgerNet. Unfortunately, TEACH does not have sufficient funds to grant all requests for more bandwidth.)

Resolution 13-02: Achievement/Opportunity Gaps

Amend 2.06 (c) as follows:

(c) Revisions in the school finance formula must give weight to equity issues (including, but not limited to, efforts to provide equal educational opportunities for all children by channeling greater resources to disadvantaged or at-risk children to address and narrow achievement gaps), issues of local control and all aspects of the current formula must be reviewed and revised;

The WASB's 2013-14 Legislative Agenda included support for adopting the "Fair Funding for Our Future" school funding reform proposal put forth by State Superintendent Evers as part of the DPI's biennial budget request. That proposal would guarantee state funding for every student and incorporated a poverty-factor into the aid formula, accounting for families' ability to pay—not just their property value.

Resolution 13-03: Revenue Limit Exemption for Capital Expansion Funds

Create: The WASB supports legislation exempting from revenue limits any monies appropriated pursuant to the capital expansion fund statute for the purpose of maintenance of school facilities.

During the debate over the 2013-15 state budget, the WASB lobbied for an increase in school district per pupil revenue limit authority and for changes to the revenue limit exception for energy efficiency measures. As of this writing, no legislative proposals have been introduced to provide a revenue limit exemption for capital expansion funds.

Resolution 13-05: State Funding of Tests Used for Accountability Purposes at the High School Level

Create: The WASB supports state funding to enable local school districts to make the ACT suite of tests and/or other comparable standardized tests available to all students free of charge.

The WASB's 2013-14 Legislative Agenda included support for providing adequate state funding to enable all districts to implement 21st Century student assessments benchmarked to college- and career-readiness that will inform students' college and career choices as well as provide measures of student growth at the elementary, middle and high school level.

The WASB advocated for and supported the Legislature's actions to provide funding in 2013 Wisconsin Act 20, the 2013-15 state budget act, for a number of state-required assessments, including:

- 1) funding sufficient to fully fund implementation of the ACT suite, including Explore, Plan, ACT, and WorkKeys, in 2014-15;
- 2) funding sufficient to fully fund the Wisconsin Knowledge and Concepts Examination (WKCE) in 2013-14, to implement the SMARTER Balanced and Dynamic Learning assessment systems in 2014-15 and to replace the Science and Social Studies portions of the WKCE in 2014-15; and
- 3) funding sufficient to fully fund a phase-in of the PALS reading assessment program by adding pupils in grades 4K through 2 over the biennium (as recommended by the Read to Lead Task Force)

Resolution 13-06: Scholarship Tax Credits

Amend existing resolution 2.70 as follows:

The WASB opposes the use of federal and state tax monies to subsidize nonpublic schools or nonpublic students/parents through a voucher system, scholarship tax credit, tuition tax credit or deduction plan or other similar arrangements.

No proposals to create a scholarship tax credit have been introduced to date. However, the WASB strongly opposed provisions included in 2013 Wisconsin Act 20, the 2013-15 state budget act, that created an individual income tax deduction for tuition paid by a claimant to private or religious K-12 schools, beginning in tax year 2014.

These provisions were added to the budget by the Joint Finance Committee (JFC) at the very end of its deliberations as part of an "income tax reform" package. The tuition tax credit was not part of the governor's original budget proposal nor had any other legislation to create such a deduction been proposed prior to the introduction and adoption of the "income tax reform" package by the JFC.

This new tuition tax deduction provides a tax subsidy for private school tuition expenses of up to \$4,000 per year per pupil enrolled in kindergarten through grade eight and up to \$10,000 per year per pupil enrolled in grades nine through twelve. Taxpayers who claim a pupil as a dependent on their federal income tax return may claim this deduction if the pupil is enrolled in kindergarten or grades one to twelve in a school that meets all the criteria for a private school, as enumerated under current law, and they pay tuition for the pupil to attend that school and claim the pupil as a dependent for federal tax purposes.

Resolution 13-07: "Parent Trigger" Laws

Create: The WASB opposes measures (such as so-called "parent trigger" laws) which allow parents, through a petition process, to lessen school board oversight and control of public schools that fail to meet certain performance criteria and, in some cases, allow parents to hand management of those schools over to private charter school management companies or to offer affected students private school vouchers, on the basis that such laws usurp the responsibility and authority of locally elected school boards to oversee the operation of local public school districts.

No proposals to create a "parent trigger law" have been offered or introduced to date.

Resolution 13-08: Supplemental Aid to Districts with Significant Tax Exempt Lands

Create: The WASB supports legislation to provide additional state assistance or relief, such as supplemental aid, to those school districts where a given percentage of the acreage of real property in the school district is exempt from full property taxation (e.g., owned or held in trust by a federally recognized American Indian tribe, owned by the county, state or federal government or taxed as forest croplands or managed forest lands). The WASB supports increasing the appropriation for such supplemental aid as additional districts become eligible for this aid so that supplemental aid payments to existing recipient districts are not reduced.

The WASB included in its 2013-14 Legislative Agenda support for providing additional state assistance for small but necessary rural school districts (including by increasing sparsity aid and transportation aid). In the 2013-15 state budget, funding for most existing categorical aids, including supplemental aid, was frozen at 2011-13 funding levels. Lawmakers did approve providing \$5 million annually in both 2013-14 and 2014-15 in a new high-cost pupil transportation appropriation to reimburse school districts' pupil transportation costs per member that exceed 150 percent of the statewide average. This will provide assistance to districts that transport students over a large geographic area, regardless of whether that land is tax-exempt.

Resolution 13-09: Technical Education and Work-Based Learning Opportunities

Create: The WASB supports increasing the availability of technical education and work-based learning opportunities in high schools and urges the Legislature and the Department of Public Instruction to thoroughly examine and modify, as needed, all existing programs, statutes and standards designed to prepare students for career opportunities.

As part of 2013 Wisconsin Act 20, the 2013-15 state budget, the Legislature created a work-based learning program for any school in Wisconsin that meets certain criteria, for students in grades 9 through 12. Students enrolled in such a work-based learning program participate in occupational training and work-based learning experiences. Some examples of other existing work-based programs include the Youth Apprenticeship program managed by the Department of Workforce Development (DWD), as well as the Employability Skills Certificate Program and the Cooperative Education Skill Standards Certificate Program managed by the Department of Public Instruction (DPI).

Resolution 13-10: Transcribed Credit

Create: The WASB supports state policies that increase the availability of transcribed credit programs offered by technical colleges or other post-secondary institutions, which provide, at no cost to students, both high school and college credit for courses taken in high school.

As part of 2013 Wisconsin Act 20, the 2013-15 state budget, the Legislature amended the existing part-time open enrollment program (now known as Course Options) to allow pupils to attend a public school in a non-resident district, the University of Wisconsin System, a technical college, a nonprofit institution of higher education, a tribal college, a charter school, and any nonprofit organization approved by the department under part-time open enrollment.

These changes repealed "undue financial burden" as an allowable reason for a resident school district to reject an application under this program, but allow a resident school district to reject an application if it does not satisfy a high school graduation requirement or does not conform to the pupil's academic and career plan. These changes also authorize the state superintendent to establish the tuition payment to an "educational institution" by a school district on behalf of a student taking a Course Options class and prohibit an educational institution from charging any additional payment for a pupil attending a course at the educational institution through the Course Options program.

Resolution 13-11: Dual Enrollment

Create: The WASB supports state financial incentives, such as state funding for professional development of high school teachers participating in the state's dual enrollment programs, to enable schools to offer more dual credit classes through articulation agreements with institutions of higher education or the state's dual enrollment programs.

No proposals to provide state financial incentives, such as funding for professional development of high school teachers participating in dual enrollment programs, have been introduced to date.

Resolution 13-12: Modified School Calendar Models (including Year-Round Schooling Models)

Create: The WASB supports removing the current barriers to modified school year calendars (including year-round schooling models) as a way to increase student achievement. The WASB recommends that a state model for funding such modified school year calendar approaches be developed by the Department of Public Instruction, the Legislature and school board representatives.

The WASB has been in conversations with the DPI and lawmakers regarding ways to provide school districts with flexibility in scheduling, including scheduling changes that would reduce summer learning loss by students and provide additional instructional time for pupils, and to remove current barriers to modifying the school calendar. To date, no formal proposals have been developed and no legislation has been introduced.

Resolution 13-13: Open Enrollment Applications During Window Period Only

Create: The WASB supports requiring that all open enrollment applications be submitted within the statutory window period.

2011 Wisconsin Act 114 extended the existing statutory open enrollment application (window) period from three weeks to three months. In addition, Act 114 provided exceptions to the open enrollment application period:

- For students who have been the victim of a violent criminal offense.
- For students who have been homeless in the current or immediately preceding school year.
- For students who have been the victim of repeated bullying or harassment.
- For students whose place of residence has changed as a result of military orders.
- For students who have moved into the state.
- For students whose place of residence has changed as a result of a court order or custody agreement or who have been placed in or removed from a foster home or a person other than the pupil's parent.
- If the student's parent, the nonresident district and the resident district all agree the transfer is in the best interest of the child.

As yet, no legislation has been introduced to restrict open enrollment to only those applications received during the three-month window period.

Resolution 13-15: Definition of School Under the Gun-Free Schools Law

Create: The WASB supports adding "kindergarten" (prekindergarten, 4K and 5K) to the definition of "school" for the purposes of the gun-free school zone law.

The WASB supported 2011 Assembly Bill 500, which would have adding kindergarten to definition of school for the purposes of the gun-free school zone law and the prohibition against weapons on school premises. The bill received a public hearing, at which the WASB testified in favor of the bill; however, the bill was not passed by lawmakers.

Resolution 13-16: Costs Associated With Open Records Requests

Create: The WASB supports legislation to allow a public records authority to charge a requester for all of the actual, necessary and direct costs associated with complying with requests under the Public Records Law.

Under the state public records law, an authority may charge certain fees to a person who requests a record to cover costs associated with responding to the records request. However, in *Milwaukee Journal Sentinel v. City of Milwaukee*, 2012 WI 65, 341 Wis. 2d 607, 815 N.W.2d 367, the Wisconsin Supreme Court held that the public records law does not permit an authority to charge fees for the cost of redacting confidential information from records. Resolution 13-16 was a response to this decision.

The WASB has supported and advocated for passage of 2013 Assembly Bill 26, which would amend the public records law to provide that an authority may impose a fee upon a requester for the actual, necessary, and direct cost of deleting, redacting, or separating information that is not subject to disclosure from a record. Assembly Bill 26 has received a public hearing but as yet has not been acted upon by the full state Assembly.

2013-2014 Enrollment

	<u>2008-09</u>		<u>2009-10</u>		<u>2010-11</u>		<u>2011-12</u>		<u>2012-13</u>		<u>2013-14</u>		<u>2014-15</u>	
	Enrolled <u>12-Sep</u>	Enrolled <u>18-Sep</u>	Enrolled <u>10-Sep</u>	Enrolled <u>16-Sep</u>	Enrolled <u>21-Sep</u>	Enrolled <u>20-Sep</u>	Sections	Average Class Size 2013-14	Projected	Sections	Average Class Size 2014-15			
S/L Only	4	5		5	2									
ECH	13	12	17	15	14	12	2	6.00	12	2	6.00			
K	146	148	131	124	145	104	6	17.33	113	7	16.14			
1	130	154	148	126	122	145	9	16.11	104	6	17.33			
2	<u>139</u>	<u>130</u>	<u>144</u>	<u>143</u>	<u>122</u>	<u>118</u>	<u>7</u>	<u>16.86</u>	<u>145</u>	<u>9</u>	<u>16.11</u>			
	432	449	440	413	405	379	24	15.79	374	24	15.58			
3	156	141	138	142	152	121	7	17.29	118	7	16.86			
4	147	151	134	136	140	147	6	24.50	121	6	20.17			
5	<u>130</u>	<u>144</u>	<u>144</u>	<u>138</u>	<u>138</u>	<u>144</u>	<u>6</u>	<u>24.00</u>	<u>147</u>	<u>6</u>	<u>24.50</u>			
	433	436	416	416	430	412	19	21.68	386	19	20.32			
6	146	126	144	143	139	138	6	23.00	144	6	24.00			
7	112	146	133	140	144	134	6	22.33	138	6	23.00			
8	<u>135</u>	<u>107</u>	<u>146</u>	<u>136</u>	<u>141</u>	<u>142</u>	<u>6</u>	<u>23.67</u>	<u>134</u>	<u>6</u>	<u>22.33</u>			
	393	379	423	419	424	414	18	23.00	416	18	23.11			
9	161	134	115	151	137	144			142					
10	134	154	126	105	144	130			144					
11	133	123	141	128	99	138			130					
12	<u>145</u>	<u>131</u>	<u>127</u>	<u>143</u>	<u>118</u>	<u>100</u>			<u>138</u>					
	573	542	509	527	498	512			554					
District	<u>1,831</u>	<u>1,806</u>	<u>1,788</u>	<u>1,775</u>	<u>1,757</u>	<u>1,717</u>			<u>1,730</u>					

Board Criteria for Open Enrollment for the 2014-2015 Application Period

For regular education spaces:

We set the class size limits by grade to allow for resident students to move into the District.

Grade Level	Class Size Limit	X the Number of Sections	= Capacity	ECSD Projected	Class Size	Spaces Available
K	14	7	98	113	16.14	No space
1	14	6	84	104	17.33	No space
2	14	9	126	145	16.11	No space
3	14	7	98	118	16.86	No space
4	22	6	110	121	20.17	No space
5	22	6	132	147	24.50	No space

Making these motions does not mean we will not accept open enrollment students. These motions give the Board the ability to deny an application because of space that cannot be won on an appeal. If we don't have this criteria and motions on record, and we deny an application because of space concerns, we would lose the appeal. The result of this motion is that students applying through open enrollment would be put on a wait list per grade level. The students would be able to move off the list at any time if space is available, up to the third Friday count.

Suggested Motion: I move that we deny any open enrolled applications for grades KG, 1ST, 2ND, 3RD, and 5TH due to class size limits and space.

Suggested Motion: I move that in grades 6-12 we will not consider the availability of space (we will accept applications).

Board Criteria for Open Enrollment for the 2014-2015 Application Period

For special education spaces:

We set the limits by building based on caseloads which allow for resident students to move into the District.

Building	Caseload	X Teachers (special ed)	= Capacity	ECSD Projected	Spaces Available
Levi	8	2.5	20	22	No space
TRIS	9	3	27	32	No space
JC McKenna	13	4	52	45	Space Avail
High School	14	5.5	77	78	No space

The caseloads are based on the *services* and *supports* a student with a disability requires to appropriately implement his/her IEP (Individualized Education Plan). Our current staffing patterns are based on the projected enrollment of the total supports needed to appropriately implement the IEPs of special education students whom do not need related services. These patterns do take into account the chances of students being newly identified as needing special education services along with students with special education needs moving into our school district.

Making these motions does not mean we will not accept open enrollment students. These motions give the Board the ability to deny an application because of space that cannot be won on an appeal. If we don't have this criteria and motions on record, and we deny an application because of space concerns, we would lose the appeal.

The result of this motion is that students applying through open enrollment would be put on a wait list per grade level. The students would be able to move off the list at any time if space is available, up to the third Friday count.

Suggested Motion: I move that in grades K-5 and 9-12 we deny applications of students who qualify to receive special education services due to space and caseload.

Related Services	Caseload	X staff	= Capacity	ECSD Projected	Spaces Available
Speech/ Language	25	4.0	100	108	No space
Occupational Therapist	30	2.0	60	63	No space
Physical Therapist	45	1PT 1PTA	45	45	No space

Making this motion means we will not accept open enrollment students who qualify to receive special education related services in grades K-12. The result of this motion is that all students receiving special education related services would be put on a wait list.

Suggested Motion: I move that in grades K-12 we deny applications of students who qualify to receive special education related services due to space and caseload.

FULL-TIME PUBLIC SCHOOL OPEN ENROLLMENT

The Evansville Community School District will provide the opportunity for students to attend public schools outside the District and will accept nonresident Open Enrollment students. All nonresident public school Open Enrollment students attending a school or high school classes in the District shall have all the rights and privileges of resident students. They also are subject to the same expectations, rules, and regulations during their term of enrollment.

Nonresident Students Coming Into the District

The parent(s)/guardian(s) of nonresident students who wish to attend school in the Evansville School District shall submit the required application form to the Open Enrollment Coordinator, in the District Office during the Open Enrollment Application period. Parents may contact the District Office if they need assistance.

A nonresident student may apply for enrollment in an Evansville School under the State Open Enrollment Law and Program. When accepting or rejecting a nonresident student's application for enrollment, the District shall consider the following criteria:

1. Application is submitted during the required time period.
2. Space in buildings is available.
3. Space in the class is available.
4. Impact on student-teacher ratios.
5. Projection for future school growth.
6. Status as an Evansville student during the current school year. Any applicant who is currently attending the Evansville Community School District will be included in the count of occupied spaces.
7. Expulsion (current or prior two school years) or expulsion proceedings.
8. Habitual truancy.
9. Ability to satisfy individualized education program (IEP)/services needs of a student with disabilities.
10. Whether the student has been referred for a special education evaluation that has not been completed.
11. Undue financial burden due to special education program or related services.

Guidelines for Termination Due to Habitual Truancy

2009 WI Act 304 provides that a nonresident school board may notify the parent of a habitual truant, that the pupil may not attend the nonresident school district in the following semester or school year.

“Habitual truant” means a pupil who is absent from school without an acceptable excuse for part or all of five or more school days on which school is held during a school semester.

Students With Disabilities

If the District determines that the special education program or related services described in the nonresident student's Individualized Education Program (IEP) are available in the District, there is space available in the special education program identified in the student's IEP, and it is not an undue financial burden due to special education program or related services, the Open Enrollment application shall be accepted. If the special education program or services described in the student's IEP are not available or there is no space available in the program, the application shall be denied. If a nonresident student receives his/her initial IEP while attending the District under open enrollment, or if a nonresident student's IEP changes after the student begins attending school in the District, and the special education program or services required by that initial or revised IEP are not available in the District or there is no space available in the program or services identified within the IEP, the nonresident student may be returned to the resident district.

Students Referred for a Special Education Evaluation

An Open Enrollment application shall be denied if the nonresident student has been reported or identified as having a possible disability but not yet evaluated by an IEP team in the resident district. Assuming other acceptance criteria are and continue to be met, the District may reconsider a denial under this criteria if the IEP is completed, forwarded to the District, and reviewed by the District prior to the close of the period during which applications would normally continue to be reviewed or accepted from any waiting list.

Space Availability

If space available limits the District's ability to accept Open Enrollment students, the Board will set limits by grade level no later than the regular January board meeting if there are substantial factors that limit our ability to accept students. The Board will hear preliminary recommendations on enrollment limits at the December board meeting.

If the number of applicants exceeds space available, students will first be accepted if they are:

1. Continuing students.
2. Siblings of continuing students.

Remaining spaces will be filled by a random lottery. Any unassigned students will be placed on a waiting list created by a random lottery. If an opening occurs, the district administrator will review the waiting list by the grade level of the opening and the next eligible student will be selected. Parent(s)/guardian(s) will be notified by phone and mail. They will have 10 calendar days to accept the opening. If they do not respond or if they decline, another applicant will be selected. No applicants will be selected after the third Friday in August.

Only full-time nonresident Open Enrollment students are eligible to participate in all co-curricular and extra-curricular student activities and organizations. WIAA sports are governed by WIAA laws and bylaws.

The District does not require students to reapply for open enrollment when entering middle or high school.

Resident Students Going Out of the District

Evansville resident students may apply for enrollment in another public school district as a nonresident student under the State Open Enrollment Law and Program. When accepting or rejecting a resident application for enrollment in another school district, the Evansville District shall consider the following criteria:

1. The application is submitted during the required time period.
2. A student IEP or a change in services required does not place an undue financial burden on the Evansville District.

Resident students enrolled in other public school districts, including virtual charter schools, will be eligible to participate in Evansville District courses or programs based on satisfying the following minimum standards:

- a. The request is made in a timely manner.
- b. The student satisfies local standards for admission, i.e., completion of enrollment and attendance forms.
- c. There is sufficient space in the classes selected.
- d. There will be random selection of overflow-qualified applicants.
- e. Participants may be revoked if attendance is below the District average.
- f. Eligibility to participate in future classes will depend on successful completion of classes.

Pre-School Children

A child who resides in Evansville may attend a District operated pre-kindergarten, 4-year old kindergarten, early childhood education, or school-operated day care only if Evansville offers the same type of program, and the child is eligible to attend that program in the Evansville Community School District.

Transportation

Transportation for all students selecting an Open Enrollment option shall be the responsibility of the parent/guardian. The parent/guardian of students who are eligible for free or reduced price lunch is also eligible for reimbursement of transportation costs by the Department of Public Instruction. As a resident district, Evansville Community School District will not allow non-resident districts to enter the District to pick up or drop off Open Enrollment students. As a non-resident district, Evansville will not pick up students within their resident school districts. Students who can get to a district bus stop will be transported, provided space is available. Transportation for students with disabilities, if included as a related service in the student's IEP, will be provided.

Appeal of Rejection

If an application for enrollment is rejected as outlined above, the student's parent(s)/guardian(s) may appeal the decision to the Department of Public Instruction within 30 days after the decision.

APPLICATIONS SUBMITTED UNDER ALTERNATIVE OPEN ENROLLMENT CRITERIA AND PROCEDURES

Eligibility Criteria

A parent/guardian of a student who wishes to attend school in a nonresident school district may submit an Open Enrollment application outside of the regular Open Enrollment application period or in lieu of it if the application is for the current school year, the student meets one of the following criteria, and the parent/guardian describes the criteria that the student meets in the application:

1. The resident school board determines that the student has been the victim of a violent criminal offense in a school in the resident school district. The application must be made within 30 days of the resident school board's determination.

2. The student is or has been a homeless student in the current or immediately preceding school year.
3. The student has been the victim of repeated bullying and harassment and all of the following apply:
 - a. The student's parent/guardian must have reported the bullying or harassment to the school board or designee under a bullying/harassment complaint process and;
 - b. In spite of action taken by the Board or designee the repeated bullying and harassment continues.
4. The place of residence of the student's parent/guardian and of the student has changed as a result of military orders. The application must be made within 30 days of the date on which the military orders changing the place of residence were issued.
5. The student moved into Wisconsin. The application must be made within 30 days after moving into the state.
6. The student's residence has changed as a result of a court order or custody agreement or because the student was placed in or removed from a foster home or with a person other than the student's parent/guardian. The application must be made within 30 days after the student's change in residence.
7. The student's attendance in a school in the nonresident school district is considered to be in the best interests of the student. The application must explain the reasons for requesting this exception and why attendance at the nonresident school district is in the best interest of the student.

Application Review and Approval Process

1. When the District receives an Open Enrollment application that has been submitted under the Alternative Open Enrollment criteria outlined above, whether it is submitted by a nonresident student or a resident student, the application shall be forwarded to the District Administrator or his/her designee for review and recommendations.
 - a. If the application involves a nonresident student seeking to attend school in the District under Open Enrollment, the District will:
 - 1) Immediately send a copy of any paper application received by the District to the student's resident school district, or, if applicable, the student's anticipated resident school district;
 - 2) Work with the resident district (or the anticipated resident district) identified in the application to determine where the applicant is currently attending school, and to determine from which school the District will receive any relevant special education records (e.g., the student's current IEP) and/or disciplinary records (e.g., expulsion records). If the applicant is not currently attending school in the resident district, the District will request such records from the school or school district the student is attending or most recently attended; and
 - 3) Within 10 days after receiving, or, if necessary, developing, an IEP for a student with a disability, provide an estimate to the resident district of the costs to provide the student with special education or related services.
 - b. If the application involves a resident student who is attending, or who previously attended, school in the District, the District shall send the nonresident school district to which the Open Enrollment application was made a copy, if applicable, of the student's IEP and any expulsion or other relevant discipline-related records within 10 days of receiving the application.
2. The District Administrator, along with other members of the administrative staff, shall review the application using the acceptance/denial criteria outlined in Board policy. The District

Administrator or his/her designee shall submit recommendations regarding acceptance or denial of the application to the Board for action.

- a. The District may deny an application of a resident student if:
 - 1) It determines that the criteria relied on by the parent/guardian to submit the application do not apply to the student or;
 - 2) It determines that the cost of special education and related services required in the IEP for a student with a disability is an undue financial burden (except for an applicant whom the Board determines was the victim of a violent crime).
 - b. The District may deny an application of a nonresident student:
 - 1) For the same reasons it may deny an application submitted during the regular Open Enrollment application period; or
 - 2) If the application relies on the best interests of the student criteria and the District determines that open enrollment is not in the student's best interests.
3. If the application involves a nonresident student seeking to attend school in the District, the District will notify the applicant, in writing, whether the application has been approved or denied no later than 20 days after receiving the application.
- a. If the application has been denied, the notification shall include the reasons for the denial. To the extent consistent with state law and District policy, acceptance of an application may be contingent or subject to revocation.
 - b. If the District has approved the Open Enrollment application of a nonresident student, the notification provided to the applicant shall identify the specific school or program the student may attend. A nonresident student accepted for enrollment may immediately begin attending the assigned school or program in the District and shall begin attending the school or program no later than the 15th day following receipt of the notice of acceptance. If the nonresident student has not enrolled in or attended school in the District by that date, the District may notify the student's parent/guardian, in writing, that the student is no longer authorized to attend the school or program in the District.
 - c. If there is a delay in the District's receipt of any relevant disciplinary records from another school or school district, the District will review and act upon such records promptly, and, if necessary, inform the student that the District's ability to confirm or deny the application is contingent upon the District's receipt and review of such records. If the DPI allows the District to conditionally approve such an application subject to that contingency, the District may do so. Otherwise, such application may be held in abeyance until the relevant records are received, or, if necessary, the application may be denied.
4. If, for purposes of the application, the District is identified as the resident school district, the District shall notify the applicant whether the application has been approved or denied in accordance with any deadlines established by state law or DPI rule. Normally, the District will issue such notifications no later than 20 days after the District's receipt of the application. In addition:
- a. If the application has been denied, the notification shall include the reasons for the denial. To the extent consistent with state law and District policy, approval of an application may be contingent or subject to revocation.
 - b. To the extent that there is a delay in the District's receipt of any relevant records or information such that the District is unable to determine whether the criteria upon which the application was based apply to the student, the District will act upon such records/information promptly upon receipt and notify the applicant of its decision to approve or deny the application within five days of making the determination.
 - c. If the student is a student with a disability, the District shall normally make a determination whether the nonresident school district's estimate of relevant special

education and services costs constitutes an undue financial burden on the District within 15 days after the District has received the relevant estimate. The District will notify the applicant of a denial relying on this criteria within five (5) days of making the determination.

Legal Ref.: Sections 115,787 Wisconsin Statutes (Individualized Educational Programs)
118.13 (Pupil Discrimination Prohibited)
118.16(1)(a) (School Attendance Enforcement)
118.51 (Full-Time Open Enrollment)
118.52 (Course Options)
118.53 (Attendance by Pupils in a Home-Based Private Educational Setting)
120.13(1)(f)(h) (School Board Powers)
121.54(3)(10) (Transportation by School Districts)
121.55 (Methods of Providing Transportation)
PI 36, Wisconsin Administrative Code (Public School Inter-District Open Enrollment)

Local Ref.: Policy 425 – Enrollment of and Services Available to District Students Who Attend Private, Parochial or Home Based School

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Citizens Advisory Committee (CAC) Minutes November 4, 2013

The Citizens Advisory Committee (CAC) Meeting was held on Monday, November 4, 2013, at 6:03 pm in the District Board and Training Center.

Members in attendance: Jami Becker, Brad Boll, William Davis, Tracy Hall, Phil Hamilton, Bill Hartje, Jennifer Hauxwell, Amanda Koenecke, Kurt Krueger, Bridget Rolek, and Bryan Rudser. Absent: Jeanna Blume, Dustin Fischer, Ally Krueger, Greg Kuelz, Tris Lahti, and Tiffini Schwenn.

Amanda Koenecke called the meeting to order and asked to approve the minutes. Motion made by William Davis, seconded by Kurt Krueger to approve the minutes as presented. Motion carried, voice vote.

Reminder of meeting date changes: No longer meeting January 27, 2014, and February 10, 2014. New meeting dates of February 24th and March 3rd. All members were encouraged to attend the CAC related Board meetings: December 11th to present the survey draft, January 15th for the final draft approval and March 12th to present survey results to the Board.

FACILITIES USE

Committee members were encouraged to just look over the materials that were included in last meeting's packet and be aware of the fees.

4K UPDATE

Jerry spoke briefly about the Committee which will be led by Paula Landers. It has only met one time. They broke into subcommittees as well. Each subcommittee is responsible for setting up their own times and then they will report at the bigger meetings. There isn't a lot of information to report at this time due to the newness of the Committee. It will be a question on the survey and move forward based on those results.

PUPIL SERVICES

English as a Second Language (ESL): language intervention program that is federally funded and the funds fall under Title III. Students complete and ACCESS test to determine their level of proficiency. With the District receiving less than \$10,000 they have to join a consortium and surrender all of their funds to this. This means the consortium provides professional development opportunities and program support instead of doing it solely. ECSD is a member of the CESA5. For the 2013-14 school year there are 30 ESL students with 2 full time employees.

Advanced Learners (Gifted and Talented): Advanced Learners are found in all grade levels in ECSD and programming support is to all of them. It is linked to RtI by providing learning interventions to all students based on their learning needs and to what is developmentally appropriate. Currently the District has 257 participating in a AL programming. Students may move in and out of the services throughout the year.

Student Services: ECSD has a Director of Student Services who's responsibilities include, but are not limited too: overseeing the District's Special Education, Student Services, and Health Services programs, assists in the hiring of new staff, understands and interprets state and federal legislation pertaining to the Student Services programs, and tracks and completes necessary and required paperwork related to Student Services. Student Service staff include school nurse, school counselors, school psychologist, school social work, and all Special Education team members.

Special Education: Services can take place in any setting and is based on the specific needs of each student. As long as a child falls in the IDEA definition of “a child with a disability” in combination with the state and federal laws, that child receives services. These services are free to the child. There are a few factors that determine the number of staff members: services and supports described in the student's treatment plan, number of students needing services, age, and the students' disability. 12.5% of ECSD students qualify for Special Education Services. Vaunce Ashby reported that she feels our Special Education department needs are being meant. The program can always use more funding, but it is a program that is getting what they need to provide the necessary support to those students.

FACILITIES: AUDIT AND SAFETY AUDIT

Middle School is an antique. There was some discussion and concerns shared by the Committee about the overall design and safety of that building. How up to date are the elevators? It was shared that law requires those to be inspected and maintained on a regular basis so the administration is comfortable with the current state of the elevators. With the recent audit a capital project list was compiled; there are a lot of big ticket items: window, roofs, and doors. That portion of the budget has in the past been restricted due to spending the money on staff, supplies, etc. However, that has made the needed items even more critical.

Safety audit looked at the physical safety of our buildings: overgrown bushes, are the doors locked, what is the format of a person walking into our buildings (visitor badges, etc.), security system, and procedures. A survey question will target the safety of our building and what the costs to update will be.

The audit cost \$12,000 plus traveling expenses, but the gentleman that did it for us is a highly reputable guy in the field and administration is very confident with his work. Moving forward he will act as a consultant for us and no additional expense.

ENROLLMENT

ECSD is officially a declining enrollment district. This means we have declined in enrollment every year for the last 5 years. Based on the information that was received from those who open enroll in other districts it is the goal of the District to find ways to keep kids in our district: the School Board will soon vote on Virtual Schools for example.

DISTRICT VISION AND STRATEGIC PLANNING

Refer to the meeting packet to see how the District's vision statement was developed. The process was a little delayed due to the District Administrator position switching hands so there was also not a lot of follow up done with that process.

FUTURE AGENDA

The next meeting of the CAC will be held on Monday, November 18, 2013. Bill Foster will be present to look over the survey questions he has developed so far and for us to discuss those.

Again, committee members are not to discuss issues outside the meeting due to the Open Meeting Law.

Adjourn

The meeting adjourned at 7:56 pm.

Submitted by Amanda Koenecke, Chairperson of the Citizens Advisory Committee.

Approved: 11/18/13

MEMORANDUM

To: School Board
From: Jerry Roth, District Administrator
Re: Employee Compensation Listening Sessions
Date: 12-11-13

On Monday, November 25, 2013, Eric Busse, Tina Rossmiller and I met with teachers from 6:00-7:00 and support staff from 7:00-8:00 to listen to input regarding future compensation. (I have attached individual input items from each group for your review.)

As we listened to the teachers identify various items that they would like the Board to consider when developing future compensation plans, it became apparent to me that some of the items requested for consideration were not related to compensation, but instead were related to working conditions. For example, teachers identified the following items that may have a minimal to no cost to the District:

- Add grading days to the school calendar for elementary staff to complete grading activities
- Release students at 12:00 rather than 1:00 on early release days so that staff have more time to collaborate on topics related to student achievement
- Provide more targeted and meaningful professional development
- Offer professional development in the summer
- Eliminate the expectations of the 7:45-3:45 work day

There was one item suggested by teachers as having minimal or no cost to the District that in reality will have a cost. The item is the 20 pay period cycle. If the District chooses to offer an alternative to the 20 pay period cycle to the teachers the District would then be running two pay cycles. This would require additional paid time and benefits to be allocated to the payroll department.

The next meeting with teachers and support staff members will be on January 8 when the two compensation committees meet with Eric, Tina and myself.

November 25, 2013, Staff Listening Sessions

Teachers Compensation Listening Session:

- Compensation is important to attract and retain quality teachers
- Quality teachers = student achievement
- Make staff a priority in the budget, need more than CPIU on a base wage

- CPIU is not a raise
- Education should not work like a business model
- Concerned with administration costs
- Support staff FMLA reduced for 40 to 10 hours
- Open enrollment is a problem
- ECSD has a lack of offering at the high school due to lack of staff
- We need to hire more teachers at the high school with under spent money
- New teachers need training is skyward

- Where is the extra money going? (\$165,000)

- What is the criteria for giving staff years of experience when they are hired?
- Consider giving new hires with experience at least 3-4 years
- We need better technology

- Teachers should be compensated for professional advancement/furthering their education
- Do not tie salaries to test scores/merit pay

- Do not use merit pay. It pits teachers against teachers
- I worry about the education of my kids
- How do we get to 1+ as a district with a revolving door of teachers?

- Building are dependent on staff, veteran staff
- The district should consider retirement packages
- We are the only district in the south without a settled contract
- How we under are spent so much? Does this affect state aid?

- As a new teacher, my salary qualifies me for low income housing in Madison
- I could go somewhere else and make more money

- The staff runs the district not things. Money should go to staff.
- Losing veteran teachers leaves a void. We should invest in veteran teachers
- When the district asks staff to help resolve budget issues, it pits staff against each other
- I would give up compensation for class size
- Educator Effectiveness videos are not a good use of my time
- We need meaningful professional development
- We need supportive administration
- I am glad that you are hiring new administrators, it is needed

- We do not have a happy staff. The morale is low
- We are nervous about our situation
- This is the second year of not compensation
- It feels like we have gone into a corporate business model

- The budget comes down to choices
- Morale is at an all-time low
- You can do something different and do something better
- Do not let outside influences affect what our district will look like
- New teachers spend too much time on classroom management verses veterans
- If your staff is happy and you give them what they need to work with kids a 1% increase is fine
- Things that you can give to teachers that do not cost anything: Get rid of 20 pay period, add grading days to the elementary, do not have a 7:45-3:45 work day

- I am considering plan be for employment
- We have never had this amount of work or stress
- Some kids in 1 ½ hours of study halls
- Kids play games like minecraft in the LMC
- I have cried over whether this is the district I want my kids in
- This is not an excellent district anymore
- Albany offers more courses than Evansville
- We need to look at our budget and hire more staff
- I am concerned about losing pre-requisites, there seems to be a loss of scope and sequence

- I have never felt so over worked and under appreciate
- There are too many initiatives
- WEAC does not recommend Evansville as a place for new teachers anymore
- We need to be listened to
- I don't feel that I trust the Board anymore
- We have lost prep time, grading time. We need more time and support
- Act 10 does not mean that we can't work together

- It is important to have a compensation schedule

- There could be summer professional development

Support Staff Compensation Listening Session:

- We need to keep sick days, time off and holidays
- Step increases are needed
- Value experience
- What we do is important
- We need another 15 minute break
- Keep health insurance
- Need more professional development

- FMLA should go beyond federal/state requirements

- We have not had an administrative assistant support union in the past
- We were told what we received
- There is now a variety of support staff
- Benefits should vary among support staff
- Is it fair that all get the same benefits
- We need to be heard
- How can we help develop a compensation model?

Insurance Committee Meeting Minutes
October 22, 2013

The Insurance Committee met on Tuesday, October 22, 2013, at 5:30 pm in the District Board and Training Center.

Members Present: Deb Arnold, Mason Braunschweig (left at 6:03), Deb Fritz, Jolene Hammond, Penny Messling, Kelly Mosher, Jerry Roth, Kathi Swanson, and Doreen Treuden. **Absent:** Bill Hartje and Ivy Otto.

Mr. Greg Kuelz, Associated Financial Group, facilitated the meeting.

Introductions.

Review Purpose of Committee: The purpose of the Committee is to education the committee members regarding District benefits offered to employees; research different benefit options available and plan for the impact of the Affordable Care Act. The Committee will work to develop draft benefit plans that meet the fiscal goal set by the Board of Education.

Review Timeline: Mr. Kuelz is planning 4-6 meetings for this Committee to meet.

Set Meeting Dates: Future dates: November 19, December 17, January 14, and February 18. Meetings will be 5:30 pm – 7:00 pm.

Current Plan Designs: The majority of Committee work will focus on the health insurance plan because it has the largest budget impact. Dean is the main provider for most of the surrounding districts. The relationship that schools have with Dean is very well established. Mr. Kuelz reviewed the items in a binder he had provided for all. He explained the Dean Health Plan design summary document. The District has all but one employee enrolled in the HMO plan (HMO/HRA) who is under the POS plan (POS/HRA). He reviewed the changes made to the health care plan last year.

Discussion on how the HRA plan is working from the employee perspective. Mr. Kuelz explained how the EBC (Employee Benefits Corporation) HRA process works. Ms. Treuden will schedule a date for EBC to come to the District to answer staff questions. A reminder that preventative care is covered 100%. Employee concerns include not having the information from EBC to be able to match the reimbursement money back to the medical invoice/claim.

ACA 101: Mr. Kuelz presented “high level” information on the ACA. His power point will be posted on the District’s website for the Committee.

Adjourn: Meeting adjourned at 7:04 pm.

Submitted by Doreen Treuden, Business Manager

Approved by Committee on 11/19/13.

Approved: July 9, 2012

522.2

Revised:

1st Reading: 12/11/13

TOBACCO/NICOTINE USE BY STAFF ON SCHOOL PREMISES

~~In order to protect the health, welfare and safety of students and employees, all employees of the Evansville Community School District are prohibited from the use of tobacco products on District premises, in District vehicles, or in the presence of students at school or school-related activities.~~

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)
Pro-Children Act of 2001

Local Ref: ~~Evansville Education Association (EEA) Master Agreement~~ **Employee Handbook**
Custodian Master Agreement
Food Service Master Agreement
Policy #832.1-Use of Tobacco/**Nicotine** Products on School Premises

Approved: March 8, 1993
Revised: April 11, 2005
Revised:
1st Reading: 12/11/13

443.41
522.11

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. ~~Employees responding to emergency work assignments may be exempt from this prohibition.~~
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:
1st Reading: 12/11/13

832

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 ~~property premises. , in school buildings, in vehicles used for school purposes or in any area where people congregate for any school activity in the District.~~ **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 ~~smoking or~~ using tobacco **and/or nicotine** products on school ~~district~~ **property premises** will be asked to refrain from doing so. ~~If the~~ **Any individual who** fails to comply with the request, ~~he/she~~ 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.** ~~further action to include calling the police.~~

Legal Ref.: Sections 101.123 Wisconsin Statutes
120.12(2)
120.13(1)
254.92

Revised: July 9, 1990
Revised: December 9, 1991
Revised: September 12, 2005
Revised:
1st Reading: 12/11/13

832.1

USE OF TOBACCO/NICOTINE PRODUCTS ON SCHOOL PREMISES

~~The Evansville Community School District is dedicated to providing a healthy, comfortable, and productive environment for staff, students, and citizens. The Board believes that education has a central role in establishing patterns of behavior related to good health. The Board is also concerned about the health of its employees and recognizes the importance of adult role modeling for students during the formative years.~~

~~Smoking and other use of tobacco products will be prohibited on or in school district property by any individual. This includes school buildings, grounds, buses, and school owned vehicles.~~

~~Possession of tobacco products by students on school property is prohibited regardless of the student reaching the age of majority. Possession of look-alike products by students is also prohibited. Possession of these products causes a predictable disruption of the ability of school staff members to enforce state law and Board policy.~~

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. Consistent refusal or neglect to obey the rules may lead to expulsion.~~

B. Employees

~~Administrator response to~~**Any violation of this policy of by school employees should be consistent with master agreement conditions and based upon the following sequence. 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 ~~smoking or~~ using tobacco **and/or nicotine** products on school district ~~property~~ **premises** will be asked to refrain from doing so. ~~If the~~ **Any** individual **who** fails to comply with the request, ~~he/she~~ 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.** ~~further action to include calling the police.~~

Legal Ref.: Sections 101.123, 120.12(2), 120.13(1), 254.92 Wisconsin Statutes

Revised: October 9, 1995
Revised: January 12, 2004
Revised: July 9, 2012
Revised:
1st Reading: 12/11/13

522.4

EMPLOYEE ETHICS/ CONFLICT OF INTEREST

Every effective educational program requires the services of men and women of integrity, high ideals, and human understanding. To maintain and promote these essentials, all employees of the Evansville Community School District are expected to maintain high standards in their school relationships and conduct. These standards include the following:

- To place the welfare of children as the first concern of the District. Staff members shall not engage in activities that hamper efforts to educate the youth of the District.
- To display moral and ethical behaviors that model good citizenship, set a positive example for our students, and enlist the respect and appreciation of the Evansville community.
- To serve as positive role models to youth in appearance, mature behavior, cooperation, appropriate written and oral expression, civility, compassion, and positive mental attitude.
- To maintain just and courteous professional relationships with students, parents, staff members, and others.
- To present issues in a fair, unbiased and accurate manner and make limited references to personal convictions.
- To assume responsibility for their own professional growth by pursuing and applying current knowledge and best practices in their field.
- To transact all official business with the properly designated authorities of the District.
- To establish and actively promote friendly and intelligent cooperation between the community and the District.
- To refrain from pressuring school officials for appointment, privilege or promotion for self or immediate family.
- To refrain from using school contracts and privileges to promote partisan politics, sectarian religious views, or self interest in any way.
- To address concerns about other District employees, students, parents, and community members, or policies through appropriate district channels. (see Policy

#214). The most effective and professional way of resolution is to bring the concern to the attention of the administrator who has the responsibility for improving the situation. If this approach appears to be unsuccessful, the staff member is reminded and encouraged to use the chain of command, including the Board of Education.

- To properly use and protect all school properties, equipment, and materials.
- To refrain from disclosing confidential information gained through their position, for any reason, except as authorized or required by law, or using such information for personal gain or benefit.
- To adhere to the Wisconsin code of ethics for local government officials, employees, and candidates. To conduct themselves in a manner consistent with local, state or federal laws.
- To be aware that dealings with fund raising vendors or school suppliers can be sensitive, with issues of both law and ethics involved; therefore staff members shall not use their position for financial gain or to obtain anything of substantial benefit, direct or indirect, for themselves, their immediate family, or an organization to which they belong.

District staff shall abide by any laws and regulations and Board policies pertaining to personal and/or financial affairs that would conflict with their positions as District employees. Failure to abide by this policy may result in:

1. disciplinary action, up to and including discharge; and
2. referral to law enforcement authorities.

Legal Ref.: Sections 19.41-19.59 Wisconsin Statutes (Code of Ethics for Public Officials and Employees)

946.10 (Bribery of Public Officers and Employees)

946.12 (Misconduct in Public Office)

946.13 (Private Interest in Public Contract Prohibited)

Local Ref.: Policy 251 Exhibit – Organizational Chart – Lines of Authority

Approved:
1st Reading: 12/11/13

850

PUBLIC SALES AND SOLICITATIONS ON SCHOOL PREMISES

The sale of products or services by school and non-school groups on school premises or at school sponsored activities is prohibited except when granted prior approval by the District Administrator and/or building principal.

No outside organization or individuals shall use school time, facilities, students or personnel for sales campaigns, donation collections, and merchandising or membership solicitation except under special circumstances as determined and authorized by the District Administrator.

Sales and solicitations by students and school personnel shall be conducted in accordance with applicable Board policies and established procedures.

Legal Ref.: Section 118.12 Wisconsin Statutes (Sales of Goods and Services at Schools)

Local Ref.: Policy #374 – School Fund Raising Activities
#525 – Staff Solicitations
#851 – Advertising in the Schools

VISITORS TO THE SCHOOLS

The Board of Education and the staff of the District welcome members of the community and other interested persons to visit the schools.

1. Visitors are welcome whether to conduct business or take an interest in our students and programs. Visits should be pre-arranged with the building principal.
2. A visitor who is a guest of a student must be pre-approved by the building administrator at least one day before the visitation occurs. Pre-approval will be based upon completion of the "Visitors Request Form." All of the student's teachers will be polled regarding their consent to the visitation. One objection to the visitation will result in disapproval of the request. The host student is responsible for the conduct of the guest who must abide by all school policies and regulations. No student will be allowed more than two visitors per school year.
3. Any visitor during the hours (7:20 a.m. – 4:00 p.m.)(e.g., volunteer, community member, parent/guardian, salesperson, visiting student) must register at the school's main office before going anywhere in the building and wear an ID badge or sticker.
4. Visitors attending a school-sponsored function need not register.
5. Community members interested in using school facilities for a walking exercise program are welcome to do so during the hours designated at each building open to walkers. Hours are 6:00 a.m. to 7:00 a.m. and/or 4:00 p.m. to 9:00 p.m. unless otherwise posted. We ask that walkers sign in each time they walk and that they do not interrupt staff and students during their planning time or work. We reserve the right to conduct background checks on walkers and may request the information we need to complete background checks. ~~Walkers will be asked to sign an agreement indicating they agree to the restrictions, and that walking privileges may be revoked at the discretion of the principal if procedures are not followed.~~
6. Principals or designee shall have complete authority to exclude from the school any visitor whom they have reason to believe poses a threat to safety or security or interferes with the educational process.

Legal Ref.: 120.12(2) Wisconsin Statutes (School Board Duties)
120.13(35) (School Board Powers)

Local Ref.: Policy #830-Form 4
Policy #830 – Use of School Facilities

Approved: December 8, 1986
Reviewed: November 8, 2004
Revised:
1st Reading: 12/11/13

521.1

BOARD-STAFF COMMUNICATIONS

The Board desires to maintain open channels of communication between itself and the staff. The basic line of communication will, however, be through the district administrator.

Staff Communications to the Board

All communications or reports to the official Board or any Board committee from principals, supervisors, teachers, or other staff member shall be submitted through the district administrator. This necessary procedure shall not be construed as denying the right of any employee to appeal to the Board from administrative decisions on important matters, provided that the district administrator shall have been notified of the forthcoming appeal and that it is processed in accordance with the Board's policy on complaints and grievances. Staff members are also reminded that Board meetings are public meetings. As such, they provide an excellent opportunity to provide input and observe at first hand the Board's deliberations on **issues** ~~problems~~ of staff concern.

Board Communications to Staff

All official communications, policies, and directives of staff interest and concern will be communicated to staff members through the district administrator, and the district administrator shall employ all such media as are appropriate to keep staff fully informed of the Board's ~~problems~~, concerns and actions.

Visitors to School

During the school day, visits by individual board members to schools or classrooms shall be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes.

STUDENT PRIVACY

It is the intent of the Evansville Community School District to guarantee the personal and family privacy of all students in the District. Within this statement, it is not intended to eliminate the voluntary collection of data from students when such surveys are approved by the administration and completed in accordance with other board policies on research.

These protections apply to all school levels.

I. Privacy Protections for Students and Families

In order to protect the privacy of students within the classroom or group settings and still provide quality educational activities, the following guidelines will be adhered to:

- A. Teachers, counselors, support staff, and volunteers approved to present in the District classrooms will not directly ask or require a student to divulge private information in a classroom setting.
 1. "Private information" shall be defined as any information generally considered private for a student and/or the family. This includes information about a child's family's personal: habits, traits, relatives, family preferences, family income or business affairs, religious beliefs, political opinions, physical or mental health status or problems, or patterns of inter-relationships.
 2. At the discretion of the student, personal opinions, feelings, and ideas may be expressed as they relate to the goals of the lesson.
- B. Lessons are to be constructed so that private information is not requested or prompted. Teachers, counselors, speakers, and volunteers are to redirect any divulging of private information back to the original topic.
- C. Any material that is inappropriately biased or derogatory of a certain religion, creed, lifestyle, family/marital status, or ethnic community will not be taught. For further information, see Board guidelines on "Pupil Non-Discrimination". Materials selected should portray parents and families in a positive way (i.e., not always seriously troubled or engaging in behaviors which make them appear incompetent in their parenting role). This is not to say that a given lesson cannot deal with real concerns facing families, individuals, or society in the world today. However, the use of examples should be balanced as to different types/configurations of families, family structures, and family economics.
- D. Principals, teachers, and other employees shall inform volunteers of this policy in written form when using volunteers to handle confidential student information. Arrangements shall be made to protect student privacy in the event of the administration or distribution of a survey to a student that would reveal information on one or more of the following:
 - Political affiliations or beliefs of the student or the student's parents.
 - Mental and psychological problems of the students or the students family.
 - Sex behavior or attitudes.
 - Illegal, anti-social, self-incriminating demeaning behavior.
 - Critical appraisals of other individuals with whom students have close family relationships.

- Legally recognized privileged or analogous relationship such as those of lawyers, physicians, and ministers.
- Religious practices, affiliations or beliefs of the student or the student’s parents.
- Income, other than required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.

II. Materials Selection

The materials and activities used in school programs will be selected in accordance with Board policy and the following principals:

- A. Materials should be age appropriate. Any materials in doubt should be checked with the appropriate Principal or the District Administrator.
- B. Subject area content for the materials selected will be in accordance with the program/discipline goals and the scope and sequences. “Scope” means the inclusionary factors of a given curriculum, and “sequence” means the order in which something is introduced, applied, or reinforced. In summary, “scope” is what is taught and “sequence” is when it is taught.
- C. Materials shall be available for parental review.

III. Surveys

The provisions of this policy do not apply to written surveys or questionnaires approved by the Principal and the District Administrator in which the student respondent is not identified with the responses and where the purposes are ethical, constructive, and contain privacy protections outlined in Section I above.

IV. Parental Consent

If private information is to be requested of students at any level, written, informed consent shall be based on complete information provided to the parent regarding the process, techniques, and use of the information and the training of the teacher regarding such activities.

A separate consent statement shall be on file prior to initiation of any activity, exercise or study. Where it is probable that specific course assignments might lead toward discussion of topics that might invade privacy, parental awareness will be fostered through meetings, communications, or publications. Parents concerned about any potential violation of this policy should be directed to the Principal of the particular school or may file a complaint under the policies listed below.

Principals shall annually inform District staff and newly hired staff of this policy. Principals shall also notify any volunteers/speakers of this policy prior to presenting in the classroom.

Legal Ref.: Section 118.01(2)(d) Wisconsin Statutes (Educational Goals and Expectations)
 118.019 (Human Growth and Development Instruction)
 118.15(1)(d)-(f) (Compulsory School Attendance)
 PI41, WI Administration Code
 20 U.S.C. 1232(h)
 No Child Left Behind Act of 2001

Local Ref.: Policy #334 – Curriculum/Instructional Program Evaluation

Approved: ~~February 14, 1994~~

Revised: March 20, 2000

342

Revised: July 9, 2001

342.1

Revised: December, 2013

Revised:

1st Reading: 12/11/13

PROGRAMS FOR STUDENTS WITH DISABILITIES

The Evansville Community School District recognizes the rights of all students to a free appropriate public education as defined by state and federal laws and is committed to providing a meaningful educational experience for all students including students with disabilities. All students with disabilities ages 3-21 shall receive special education programming and related services to meet their individual needs.

The District also recognizes that special education programs and services are part of the total education program in the District and not a separate entity. The District also recognize the legal requirement that students with disabilities be educated in the least restrictive environment as appropriate to their individual needs.

The District shall appoint the Director of Student Services to act on behalf of the Board of Education on all initial referrals of students with disabilities. The Director of Student Services shall assign an IEP team with expertise in assessing and developing programs for students with disabilities.

The following beliefs support this policy:

- 1. All District personnel must share responsibility and support all students.**
- 2. The rights and needs of all students must be considered when determining if, when and how to include children with disabilities in general education classrooms.**
- 3. The degree to which this student is provided education in the setting other than the general education classroom will vary based on the intensity of the service needed.**
- 4. The degree of inclusion will vary based on the child's individual needs.**
- 5. The effect of disabilities on children varies from student to student and implications for inclusion differ accordingly.**

Legal Ref.: Chapter 115, Subchapter V Wisconsin Statutes
Sections 118.13 (Pupil Discrimination Prohibited)
118.30 (Pupil Assessment)
PI 11, Wisconsin Administrative Code
Individuals with Disabilities Education Act
Section 504 of the Rehabilitation Act of 1973
No Child Left Behind Act of 2001

~~Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with a disability in any program receiving federal financial assistance. Section 504 defines a person with a disability as anyone who:~~

- ~~1. has a mental or physical impairment which substantially limits one or more major life activities such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working;~~
- ~~2. has a record of such impairment; or~~
- ~~3. is regarded as having such an impairment.~~

~~A physical impairment includes any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more enumerated body systems. Mental impairment is defined as any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.~~

~~It is the policy of the Board of Education to provide free and appropriate public education to each student with a disability within its jurisdiction, regardless of the nature or severity of the disability. It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. No discrimination against any person with a disability shall knowingly be permitted in any program or practices in the school district. Students may be found to have a disability under this policy even though they do not require services pursuant to the Individuals with Disabilities Education Act (IDEA).~~

~~Due process rights of students with disabilities and their parents under Section 504 will be enforced. If the parent or person in parental relationship disagrees with the determination made by the professional staff of the school district, he/she has a right to a hearing. Director of Student Services, or a designee, will serve as District Coordinator of Section 504 activities.~~

Approved: January 11, 1988

343.42

Revised: April 13, 1998

Revised:

1st Reading: 12/11/13

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 #413.

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.

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.

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. s.118.153.**

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** ~~are not exempt from complying~~ with all the rules and regulations of the Evansville 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.: #412.1 - Full-Time and Part-Time Student Status

Approved: ~~January 11, 1988~~
Revised: January 11, 1993 460
Revised: April 13, 1998
Revised: March 13, 2000
1st Reading: 12/11/13

STUDENT SCHOLARSHIPS

The high school ~~guidance~~ counselor shall inform annually all high school students of all available local scholarships. Information concerning local scholarships, and the means to locate state and national scholarships, shall be available in the student handbook. Information about opportunities will be posted in the student services center, the school website, and will be publicized during daily announcements and in local newspapers. ~~The high school website will make information regarding non-local scholarships easily accessible.~~

Criteria for school district scholarships shall be developed consistent with school district policy and objectives. Additional scholarship opportunities shall be actively pursued.

The board shall approve all new scholarships. The high school counselor shall administer scholarships.

Every student who has demonstrated interest in, or has the ability to pursue, post-secondary education is eligible to receive local scholarships in accordance with their guidelines. All efforts shall be made to distribute scholarships broadly and fairly among eligible students. The ~~guidance~~ counselor, with approval of the high school principal, shall convene the district's scholarship committee, and shall constitute it in a manner that optimizes familiarity with all types of post-secondary educational options.

~~On the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, the school district shall not discriminate in administering benefits or services to students, nor shall it discriminate in accepting gifts, bequests, scholarship and other aids, from agencies, organizations or persons.~~

Legal Ref.: Sections 39.41 Wisconsin Statutes (Academic Excellence Higher Education Scholarships)
118.33 (High School Graduation Standards/Criteria for Promotion)
Wisconsin Administrative Code-PI9.03(1)(d)
HEA 9

Local Ref.: #411 – Equal Educational Opportunities
#411.1 – Student Nondiscrimination/Harassment

Approved: January 13, 1986
Revised: February 11, 2008
Revised:
1st Reading: 12/11/13

851

LOOKING FOR DIRECTION FROM ENTIRE BOARD

ADVERTISING IN THE SCHOOLS

The Evansville Community School District, the staff, and/or the students shall not be used to advertise or otherwise promote the interests of any commercial or other non-school agency or organization except as provided for by the Board and administration.

Neither the facilities, the name, the staff, nor the students of the schools, school system, nor any part thereof shall be employed in any manner for advertising or otherwise promoting the interests of any commercial or other non-school agency or organization except that:

- 1) The school may cooperate in furthering the work of any non-profit, community-wide social service agency, provided that such cooperation does not resist or impair the educational program of the schools.
- 2) The school may use films or other educational materials bearing only simple mention of the producing or sponsoring firm.
- 3) The schools may participate in radio or television programs under acceptable commercial sponsorship when such participation is supplementary or beneficial to the program of the schools.
- 4) The district administrator may, at his/her discretion, announce or authorize to be announced, any lecture or other community activity of particular educational merit.
- 5) The schools may, upon approval of the district administrator, cooperate with any governmental agency in promoting activities in the general public interest which are non-controversial and which promote the education or other best interests of the students.
- 6) School publications may accept and publish paid advertising under established procedures.
- 7) Teachers may use source materials from commercial agencies, provided that this material has been approved by the principal. Approved source material may, from time to time, be called to the attention of the teachers by principals and the district administrator.
- 8) Local businesses may distribute advertisement items of minimal value with prior approval of the district administrator, provided that such distribution does not resist or impair the educational program of the schools.
- 9) Other situations may be considered by the district administrator and/or Board of education

Evansville Community School District

340 Fair Street
Evansville, WI, 53536
Phone: (608) 882-3383
Fax: (608) 882-6564

Doreen Treuden
Business Manager
treudend@evansville.k12.wi.us

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: ECSD Budget Development Process
Date: December 1, 2013

Attached you will find a draft of the ECSD Budget Development Process for your consideration. This document is to be approved by the Board of Education according to the Board approved Budget Calendar.

The intention of this document is to provide direction and guidance to all stakeholders during the development of the 2014-2015 Budget. The revisions noted are suggestions from the Administrative Team.

ECSD Budget Development Process

~~2013-2014~~ 2014-2015

DRAFT

District 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.

District Vision Statement

Creating a culture of excellence in:

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

Budget Development Vision

The budget is the financial framework supporting the District's educational and philosophical mission.

Budget Reduction Development Principles

The Board of Education and the Administration have established a set of guiding principles that will shape options available to the District to prudently manage an ~~reduced~~ operating budget for next year.

Budget ~~Reduction~~ Development Principles

1. Act in alignment with District Mission/Vision/Goals
2. Address sustainability: both financial and programmatic
3. Consider attrition and realignment in staff reductions rather than layoffs
4. Staff in alignment with enrollment
5. Focus college and career ready instruction over other instruction
6. Implement program delivery efficiencies vs. program elimination
- ~~7. Assess program or activity elimination where multiple data sources support (e.g. enrollment, class selection)~~
8. Reduce or freeze non-instruction budget centers before instructional
9. Reduce where trends/data warrant in large budget centers (e.g. salaries, benefits)
10. Engage in good faith decision making based on multiple data sources (e.g. enrollment, class selection, budget listening sessions, online comments, survey responses)

Process for evaluating budget expenditures – The Administrative Team will review each expenditure using the principles from above for building the 2013-2014 Budget.

Approved: ~~1-28-2013~~

December 5, 2013

Evansville Community School District

340 Fair Street

Evansville, Wisconsin 53536

Dear Mr. Jerry Roth,

The purpose of this letter is to formally submit my retirement notice as a second grade teacher at Levi Leonard Elementary. I will retire at the end of this 2013-2014 school year. I have truly enjoyed my 32 plus years as an educator in this school district. I started my career with some wonderful mentors/teachers and am ending my career with an awesome second grade team.

If a new teacher is hired, I would like to meet with them to share the curriculum and programs that have been created.

I look forward to finishing the school year strong while helping my students develop their learning goals. Leaving will be bittersweet but it's time for me to take this step and begin the next chapter of my life.

Sincerely,

Cindy Beedle

Cindy Beedle

*Recd 12-5-13
km*

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Voicemail and Telephone Upgrade
Date: November 13, 2013

For your consideration, below are three options to address the current situation with the voicemail/telephone system upgrade.

Option 1 – No Budget Impact

This option is to do nothing more with the system upgrade at this time. As previously explained, we have the voicemail system installed, but it cannot be made fully functional without upgrading the telephone system.

Option 2 - \$93,345.64 Budget Impact for Three Years

This option spreads the budget impact over three years through financing. The equipment manufacturer (Cisco) is offering 0% financing over three years with equal annual payments. It will be necessary for the BOE to approve this expense by using Fund 10 balance.

Option 3 - \$280,036.92 Budget Impact for 2013-2014

This option expenses the total cost of the telephone system upgrade in the 2013-2014 budget year. It will be necessary for the BOE to approve this expense by using Fund 10 balance.

Attached is more information related to Option 2 and Option 3. The proposal from Heartland Business Systems details the costs associated with the telephone upgrade and the financing option from Cisco.

My recommendation is to consider Option 2 for the following reasons:

- 0% financing makes this option more affordable
- The recent physical security assessment identified the current phone system as a safety problem that needs to be addressed
- This expense is an appropriate use of Fund Balance

Evansville Community School District

340 Fair Street
Evansville, WI, 53536
Phone: (608) 882-3383
Fax: (608) 882-6564

Doreen Treuden
Business Manager
treudend@evansville.k12.wi.us

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Copy Machine Vendor Approval
Date: December 1, 2013

The District currently has 52 copy/printer devices that range from small laser printers to high volume multi-function copy machines. Some of the machines are leased and some of the machines are owned by the District. The machines range in age from five to eight years old, which is beyond the average useful life of a typical copy machine. We have purposely delayed replacing the oldest machines for the past two years in order to allow all the copy machine leases to expire. Having all the machines "off lease" has allowed us to begin an RFP (request for proposal) process that not only includes the solicitation of competitive pricing on new machines, but also includes analyzing data to determine needs in regards to functionality and location of copy machines across the District.

The RFP was created to allow vendors to provide competitive pricing on a generic list of copy machines. The list of machines was created to force vendors to provide pricing that resulted in an "apples to apples" comparison. The RFP went to seven vendors (Rhyme, Gordon Flesch, Wisconsin Copy, Ricoh USA, GI Office Supply, Impact Networking LLC and Xerox) and five proposals were returned (Rhyme, Gordon Flesch, Wisconsin Copy, Ricoh USA and GI Office Supply). Score cards were created to rate each proposal based on vendor information, software capabilities, service requirements, maintenance requirements, process for service and cost. Larry and I completed the score cards for each vendor and based on the results of the score cards, three vendors were eliminated and two vendors were invited to participate in the next steps of the RFP process.

The next step was to invite the two remaining vendors to present to the District more information about their ability to meet the needs of District staff by creating a copy machine replacement plan for the District that was cost effective. The following staff members volunteered to listen to the vendor presentations and provide feedback: Bob Flaherty, Peter Hanke, Shari Jakes, Michelle Klopp, Barb Krumwiede, Larry Martin, Raquel Michel, Kelly Mosher, Jane Sperry, and Doug Zbleweski. Following the presentations, both vendors were invited to spend a day in the District visiting schools and interviewing staff to gather data to prepare a final copy/printer machine replacement proposal for the District to consider.

The final proposals were reviewed by Bob Flaherty, Michelle Klopp, Barb Krumwiede, Larry Martin, Kelly Mosher and me. Discussions centered on service, references, quality of machines and cost. The group agreed that Rhyme was the best choice to bring forward to the BOE for approval.

Rhyme is our current copy machine vendor and has proposed a copy machine replacement plan that will reduce annual copy machine costs by more than \$10,000 per year. We will gain efficiencies by reducing the number of machines across the District and by increasing the capabilities and speeds of the new machines. The proposal includes a five year lease agreement on the new machines and a five year service contract. Larry and I will be rolling out the final plan to all staff over the next couple of weeks.

At this time, I am requesting the BOE to approve Rhyme as the copy machine vendor for the District. I am also requesting the BOE to approve moving forward with the five-year copy machine leases at a cost not to exceed \$38,000 per year. The District currently pays an annual cost of \$49,908 per year for copy machine leases.

EVANSVILLE COMMUNITY SCHOOL DISTRICT 2014-2015 CALENDAR – Waiting for Board Approval

AUGUST – 2014 – 3#, 1W						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	NT	NT	23
24	W				X	30
31						

SEPTEMBER – 1H; 21T; ½ col						
S	M	T	W	R	F	S
		2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17/col	18	19	20
21	22	23	24	25	26	27
28	29 ls	30				

OCTOBER – 23T; ½ col						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15/col pt	16	17	18
19	20	21	22	23	24	25
26	27 ls	28	29	30	31	

NOVEMBER – 18T; 1 H; 1cc; ½ col						
S	M	T	W	R	F	S
						1
2	3	4	5 pt	6 pt	7*	8
9	10	11 pt	12	13	14	15
16	17	18	19/col	20	21	22
23	24ls	25	26		cc	29
30						

DECEMBER – 17T, ½#						
S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23/	X	X	X	27
28	X	X	X			

JANUARY – 2015 – 19T, 1#, ½ col						
S	M	T	W	R	F	S
				X	X	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	#	20	21	22	23*	24
25	26 ls	27	28/col	29	30	31

CODE:

- */ End of Quarter
- NT New Teachers
- X Non Paid Day

- Aug 21, 22 New Teachers
- 25 Work Day
- 26-28 Staff Development
- Sept 1 Labor Day – NO SCHOOL
- 2 First Day of School
- 17 Early Release/PM Collaboration
- Oct 15 Early Release/PM Collaboration
- HS Parent/Teacher Conferences
- Nov 5, 6 K-5 Parent/Teacher Conferences
- 7 End of 1st Quarter; ½ day K-8
- Grading
- 6, 11 6-8 Parent/Teacher Conferences
- 19 Early Release/PM Collaboration
- 27, 28 Thanksgiving-No School
- Dec 23 Early Release-PM Staff Dev.
- 24-2 Winter Break-NO SCHOOL
- Jan 5 Students Return
- 19 Staff Development-NO SCHOOL
- 23 End of 2nd Quarter; ½ Day K-8
- Grading
- 28 Early Release/PM Collaboration
- Feb 18 Early Release/PM Collaboration
- Mar 4 HS Parent/Teacher Conferences
- 18 Early Release/PM Collaboration
- 27 End of 3rd Quarter; ½ Day K-8
- Grading
- 30-31 Spring Break-NO SCHOOL
- Apr 1-3 Spring Break-NO SCHOOL
- 5 Easter
- 7 6-8 Parent/Teacher Conferences
- 8-9 K-5 Parent/Teacher Conferences
- 16 6-8 Parent/Teacher Conferences
- 17 Early Release/PM Collaboration
- 20 Staff Development-NO SCHOOL
- May 20 Early Release/PM Collaboration
- 25 Memorial Day-NO SCHOOL
- June 5 End of 4th Quarter; ½ Day K-8
- Students
- 7 High School Commencement
- 8 ½ Workday for Staff

DPI Days of Instruction (T)

- Q1 – 49 days
- Q2 – 44 days
- Q3 – 45 days
- Q4 – 43 days
- 181 Days

Contract Days

- 174.5 Student Contact Days
- 4 8-½ Collaboration Days (col)
- 2 4-½ Grading Days
- 1.5 **Work Days (W)**
- 3 **Staff Development Days (#)**
- 5.5 **Staff Development Days (#)**
- 190.5

- pt Parent/Teacher Conferences
- ls HS Late Start
- cc Comp Day

FEBRUARY – 20T; ½ col						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18/col	19	20	21
22	23ls	24	25	26	27	28

MARCH – 20T; ½ col						
S	M	T	W	R	F	S
1	2	3	4 pt	5	6	7
8	9	10	11	12	13	14
15	16	17	18/col	19	20	21
22	23	24	25	26	27*	28
29	X	X				

APRIL – 18T; 1cc; 1 #; ½ col						
S	M	T	W	R	F	S
			X	X	cc	4
5	6	7pt	8pt	9pt	10	11
12	13	14	15	16pt	17/col	18
19		21	22	23	24	25
26	27ls	28	29	30		

MAY – 20T; 1H; ½ col						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20/col	21	22	23
24		26	27	28	29	30
31						

JUNE – 5T; ½W						
S	M	T	W	R	F	S
	1	2	3	4	5*	6
7	W	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 2013-2014-Added minutes to school days
- 4 Snow Days Built In

12/6/13
Board Approved:

Approved: July 30, 2012

529.45

1st Reading: 10/30/13; 2nd Reading: 11/13/13; 3rd Reading: 12/11/13

FOR REMOVAL AS IS COVERED IN EMPLOYEE HANDBOOK

PERSONAL LEAVE

All Evansville Community School District employees will receive three (3) personal days a year for personal business. Requests for personal time should be made at least twenty-four (24) hours in advance unless it is an unforeseen emergency.

Personal days may not be used the first week of school or the last two weeks of the school year without approval of the District Administrator. Personal days may not be used to extend a vacation or holiday without advance approval of the District Administrator.

Unused personal days each year will roll over into sick leave.

FOR REMOVAL – IN EMPLOYEE HANDBOOK

SUBSTITUTE TEACHER EMPLOYMENT

The Evansville Community School District will engage the services of an employment agency to provide substitute teachers and educational assistants ~~Substitute teachers may be employed for short or long-term periods of time in the absence of the regular teacher or educational assistant. A substitute teacher should be a person who is qualified and certified by the Wisconsin Department of Public Instruction. A list of eligible substitute teachers shall be prepared by the District Administrator or designee. Suitable assignment, orientation, and evaluation of substitute teacher work shall be provided by the instructional staff under the direction of the building principals.~~

~~When a substitute cannot be found, staff members may will be asked to volunteer to substitute during their prep period, or if there are no volunteers, a teacher will be assigned to act as the substitute during their preparation periods and paid at the rate specified by the Board.~~

~~Rates of compensation for substitute teachers shall be established annually by the Board of Education. All substitute teachers shall work on a daily basis and are not covered under a regular teacher contract. Therefore, substitute teachers are not eligible to participate in the fringe benefit package. They can, however, qualify for and receive selected fringe benefits that are required by law, specified in this policy statement, or judged to be necessary and appropriate by the District Administrator.~~

~~The Evansville School District will pay the employer's share of Wisconsin State Retirement Benefits for all substitute teachers who qualify for that benefit under state law. The substitute teacher is responsible for payment of the employee's share of the benefit cost.~~

~~Pay for substitute teachers will be determined annually by the Board.~~

~~Substitute teachers shall be compensated according to the following categories:~~

- ~~1) — For daily Evansville substitute teacher work: a position that requires ten or fewer consecutive days in an assignment:~~

~~\$100.00 per day.~~

~~Daily substitute teachers may be asked to rotate to more than one classroom for their daily pay.~~

- ~~2) — For long-term substitute teacher work: a position that requires at least eleven days in a single assignment services parallel to the normal duties of a regular full time teacher:~~

~~\$177.00 per day.~~

~~The rate is re-established annually.~~

Revised: December 17, 2007

830

Revised: May 12, 2008

Revised: June 8, 2009

Revised:

1st Reading: 10/30/13; 2nd Reading: 11/13/13; 3rd Reading: 12/11/13

USE OF SCHOOL FACILITIES

Mission Statement:

The Evansville Community School District is committed to planning and implementing programs for the benefit of the greater Evansville community. The District is committed to making District facilities a resource for the community and to fostering the delivery of programs that enhance lifelong learning, improve the quality of life for all ages, and create an enriched sense of community collaboration.

General Terms and Conditions:

All individuals and groups using school facilities must adhere to the policies and procedures adopted by the District. Authorization for use of school facilities shall not be considered as an endorsement or approval of the activity or the organization or the purpose it represents by the District. The District is committed to an equal educational opportunity for all members of the greater Evansville community.

Terms for use of facilities may vary by times in relationship to school schedules and activities. Generally conditions fall into three categories:

Active School Hours – when teachers and students are using buildings, generally from 7:30 a.m. to 3:30 p.m. on days when school is held.

Before and After School Hours – hours before and after active school hours, generally on days when school is in session, beginning at 6:00 a.m. going until 9:00 p.m. or until 10:45 p.m. in special circumstances.

Weekends and Other Non-School Days – hours on days when school is not in session.

Users are expected to be familiar with the school use policy and are responsible for the completion and submission of necessary forms, including a Certificate of Insurance when deemed necessary. Background checks will be performed on the person filling out the form for any groups. Groups are responsible for completing background checks on their volunteers and personnel.

Routine governmental meetings with fewer than 25 in attendance and organizations affiliated with the District such as PTO and Booster groups will be exempt from the fee schedule. Youth related organizations may have fees waived in recognition or in conjunction with donations that support their overall program in the District.

Facility Use Schedulers:

Scheduler contact information is available on the District web site: www.ecsdnet.org.

Facility Use Guidelines:

1. Event users will schedule events through the facility use schedulers. The master facilities schedule is available on the District website.

2. Non-school related activities and programs should submit facility requests to the facility use schedulers. Requests for facilities will be granted on a first-come-first served basis, although they can be adjusted for school related activities.
3. The District reserves the right to alter facility use request locations because of security, accessibility or any other reason deemed appropriate by the District.

School activities take precedence over scheduled activities. Facility users may be notified if a school function needs to use the area reserved on a facility use form. If a change is necessary, the District will provide notice and assistance in locating other accommodations, if possible.

4. A group or organization that wants to use any of the kitchens within the school district is required to fill out a request and submit it to the Food Service Director no less than 24 hours prior to the event. If any equipment is going to be used or food preparation is going to occur, a Food Safety Certified employee must be present. The group or organization will be billed an hourly rate for that employee to supervise the event. Any non compliance violates the Rock County Health Code. Please complete Request for Kitchen Use, policy 830 Form 2.
5. If additional custodial help is required by the user or the District, the user will pay the cost.
6. Fees will be assessed for programs and activities occurring at District facilities according to the rates in this policy. The event fee must accompany the Facility Use Agreement Form, remaining charges will be invoiced and due within one month of receipt. Those activities and programs requiring fees must pay the event fee before facilities are considered scheduled. Payment may be negotiated to fit special circumstances.
7. When custodial and/or food service employees are required to be on site, outside of the normal working hours, charges will be at the average hourly overtime rate of the employee group.
8. Use of facilities on School District observed holidays or emergency closure days is not allowed. The holidays include:
Christmas Eve, Christmas, New Year's Eve, New Years, Easter, Memorial Day,
July 4th, Labor Day, Thanksgiving
9. Facility use cancellation guidelines include:
 - o School day reservations require one school day notice to cancel.
 - o Weekend and other non-school day reservations need three contact school days to cancel.Failure to meet cancellation deadlines above may result in assessment of appropriate fees, and forfeiture of future use.

Repeated changes may result in additional fees.
10. Food and beverages shall be allowed in designated areas only.
11. Tobacco, nicotine, and alcoholic beverages are not permitted in any school building or on school grounds.
12. All users are required to use designated entrances and areas only. Specific information regarding the requested area is stated on the facility use form. For security reasons, using other entrances or propping doors is not allowed. Propping doors open may result in forfeiture of future use.

13. Groups that do not have a certificate of insurance will sign a waiver of liability.

14. Use of facilities will be permitted only during approved dates and times.

Supervision:

The user group or organization shall designate one approved adult to be in charge of and responsible for the program activity. Examples of those in charge include an Event Supervisor (person who submitted the request) or District employee.

The Event Supervisor responsible for the activity, must be at least an 18 year old nonstudent. S/he is responsible for the area or room from the time the group enters the building, until they leave. The Event Supervisor is responsible for the area that they have reserved. Supervision may require two responsible persons, one to supervise the activity and one to supervise the rest of the open building area, unless otherwise determined during the facility use agreement process.

- If someone is in the building, not affiliated with the group or another of the scheduled groups, the Event Supervisor is responsible for them and may ask them to leave. If they do not leave, the Event Supervisor is to call the police (882-2292).

Keys/Swipe Key:

- For hours Monday – Friday – 6:00 a.m. – 9:00 p.m. on school days, access to buildings will be granted by Facility Use Schedulers. Access will be granted only to those who have reserved the facility through a Facility Use Agreement form. During weekend and other non-school hours a staff member or access card holder may open and secure the facility. Custodial services may be required to monitor and/or secure the facilities for groups over 30 and will be paid by the group using the facility.
- At the District Office, high school and middle school, the scheduler will check keys and/or swipe keys through a sign-out procedure. Swipe key or keys to open a building for use during weekends and non-school hours will only be issued to Event Supervisors who have been trained for the particular area. The keys are the property of the Evansville School District. Keys shall not be duplicated. Keys cannot be loaned to other individuals without prior approval from the scheduler. Failure to comply with these rules will result in loss of privileges.
- Keys must be returned within two working days of the completion of the scheduled activity unless otherwise specified on the Key and Swipe Key Checkout Form. Failure to return keys within two working days, unless otherwise specified, will result in a \$25 late fee and may jeopardize future use.
- If a key is lost or stolen, the user must report it immediately to the scheduler and building office. A lost or stolen key will result in a \$25 fee and may result in additional charges, incurred to restore/re-key the area.

Maintenance:

- All areas must be left in the same or better condition as they were found. Furniture and other equipment must be returned to the location where it was found before the activity so that the area is prepared for the next class or activity. Building areas are inspected on a daily basis by the custodial/maintenance staff. Maintenance fees will be assessed for any destruction, vandalism, or damage, including marks, scratches, and dents, that are found following the activity. Additional fees will be charged for maintenance costs incurred. Future facility use may also be prohibited.

Community Walkers:

Community members interested in using school facilities for a walking exercise program are welcome to do so during the hours designated at each building open to walkers. Hours are 6:00 a.m. to 7:00 a.m. and/or 4:00 p.m. to 9:00 p.m. unless otherwise posted. We ask that walkers sign in each time they walk and that they do not interrupt staff and students during their planning time or work. We reserve the right to conduct background checks on walkers and may request the information we need to complete background checks.

Fee Schedule:

- Facility use fee assessment is based on the following Fee Chart. If the space needed is not listed on this fee schedule, a Facility Use Agreement between the parties will be negotiated.
- In conjunction with the scheduler, the business manager, district administrator, or designee may negotiate contracts for fees and facility usage with non-profit community groups who use District facilities on a regular or a long term basis.
- Fees are subject to change without notice.

General Area	Category I For Profit, Non Community*	Category 2 Non-Profit, Non- Community, or For Profit Community* (includes parties)	Category 3 Non-Profit Community User*
Event Fee (per application)	\$75.00 to cover wear and tear on fixtures and equipment for future replacement costs.	\$50.00 to cover wear and tear on fixtures and equipment for future replacement costs.	\$15.00 to cover scheduling costs.
Gym and Intermediate Band Room	Per hour	Per hour	**
	\$100.00		\$15/event use fee for single use up to 4 hours.
Grove Campus (Field House)	\$100.00	\$50.00	Contracts will be negotiated for repeat users (usually \$1 per participant per each time of use).
Middle School	\$100.00	\$50.00	
Intermediate School	\$100.00	\$50.00	
High School		\$50.00	
Kitchens			
Room Fee	\$40.00/hr	\$20.00/hr	**
Classroom	\$10.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours.
Outdoor Facilities (i.e. soccerfields)	Negotiated/event based on number of participants	Negotiated/event based on number of participants	** \$15 Event Fee
Grove Campus Commons	\$15.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours.
Middle School Commons	\$15.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours.
High School Commons	\$15.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours.
High School Media Room	\$15.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours.
* Definition: Community as it relates to the fee schedule means the organization is largely made up of Evansville School District Residents.			
** Set up/take down charges and supplies may be charged per use.			

Equipment Charges (not included in rental)	For Profit-Non Community* Per hour unless noted	Non-Profit/Non- Community, Services, or For Profit Community* Per hour unless noted	Non-Profit Community User* Per hour unless noted
(a) Slide Projector	\$5.00 (per day)	\$1.00 (per day)	\$1.00 (per day)
(b) Overhead Projector	\$5.00 (per day)	\$1.00 (per day)	\$1.00 (per day)
(c) ½" VCR Projection Unit	\$25.00 (per day)	\$10.00 (per day)	\$5.00 (per day)
(d) Power Point Projector	\$25.00	\$10.00	\$5.00
(e) Acoustical Shell (plus set-up/takedown charges)	\$25.00	\$10.00	\$5.00
(f) Projector Screen	\$5.00 (per day)	\$1.00 (per day)	\$1.00 (per day)
(g) Closed Circuit Television	\$50.00 – same for all groups		
(h) Other as negotiated			

AUDITORIUMS

Middle School	For Profit, Non-Community* Per hour unless noted	Non-Profit, Non-Community, or For Profit Community* Per hour unless noted	Non-Profit Community User* Per hour unless noted
(a) Full Lighting and Sound (set-up, rehearsal, etc., prorated in half-hour increments)	\$15.00	\$5.00	\$5.00
(b) Minimal Stage Lighting and Stage Audio (set-up, rehearsal, etc., prorated in half-hour increments)	\$10.00	\$5.00	\$2.50
(c) Front of curtain (full stage)	\$30.00	\$10.00	\$5.00
(d) Percentage Fee (assessed on all income derived from event, including, but not limited to admission fees, registration fees, donations, concessions, novelty sales, etc. "Net" income is defined as gross income less state and county taxes.)	6% of net income	3% of net income	\$0.25 per ticket or as negotiated

Performing Arts Center (PAC)	For Profit, Non-Community* Per hour unless noted	Non-Profit, Non-Community, or For Profit Community* Per hour unless noted	Non-Profit Community User* Per hour unless noted
(a) Full Lighting and Sound (set-up, rehearsal, etc., prorated in half-hour increments)	\$30.00	\$15.00	\$15.00
(b) Minimal Stage Lighting and Stage Audio (set-up, rehearsal, etc., prorated in half-hour increments)	\$20.00	\$5.00	\$2.50
(c) Front of curtain (full stage)	\$40.00	\$20.00	\$5.00
(d) Percentage Fee (assessed on all income derived from event, including, but not limited to admission fees, registration fees, donations, concessions, novelty sales, etc. "Net" income is defined as gross income less state and county taxes.)	6% of net income	3% of net income	\$0.25 per ticket or as negotiated sold
(e) Orchestra pit cover	Per removal labor costs estimated at \$25/hour x 15 hours for removal and replacement		

Performing Arts Center Only

- (a) A house technician is required at all times at \$10/hour; \$15/OT unless organization has someone trained by the district available.
- (b) PAC stage crew \$7.25/hour; \$10.50/OT.
- (c) Front of house manager required for all ticketed events at \$10/hour unless organization has someone trained by the district available.
- (d) Ushers \$7.25/hour.

Equipment needs must be at least 48 hours in advance.

Labor Charges

When employees are required to be on site, charges will be at the average hourly overtime rate of the employee group. Generally when more than 30 people are expected at an event, a custodian should be on duty. The fee schedule is available in the business office.

For All Rentals

The custodial staff fee will be based on the average hourly overtime rate or double time rate as appropriate with a two hour minimum on weekends.

Food Service staff fee will be based on the average hourly overtime rate or double time rate as appropriate.

Legal Ref.: Sections 120.12(1) and (9) Wisconsin Statutes (School Board Duties)
120.13(17), (19) and (21) (School Board Powers)
121.02(1)(i) (School District Standards)

Equal Access Act

Boy Scouts of America Equal Access Act of 2001

Local Ref.: Policy #830 Form – Facility Use Agreement
Policy #830 Form 1 – Key and Swipe Key Checkout Form
Policy #830 Form 2 – Request for Kitchen Use

Approved: November 11, 2002

830-Form

Revised: August 11, 2003

Revised: January 9, 2006

1st Reading: 10/30/13; 2nd Reading: 11/13/13; 3rd Reading: 12/11/13

FACILITY USE AGREEMENT

Complete and submit at least 72 hours prior to the activity. Except in circumstances deemed beyond the control of those requesting to use facilities, all activities must be booked no less than 24 hours prior to their start, or by Thursday at 3:00 p.m. for Sunday events.

All information must be completed in full before your facility use will be confirmed. Please notify the school district a minimum of three working days in advance if you wish to cancel or change arrangements. Payment must accompany this form: checks should be made out to the Evansville Community School District. Mail or bring this form to the District office.

I have read and understand the Use of School Facilities policy, #830, _____
signature

Group/Organization Information:

Name of Group/Organization: _____

*Contact Person: _____ Primary Phone: _____
Secondary Phone: _____ E-mail: _____

Address: _____ City: _____ Zip: _____

*Event Supervisor(s): _____ Primary Phone: _____
Secondary Phone: _____ E-mail Address: _____

Activity/Building Information:

Date(s) Requested: _____ Hours of Use: _____
(For multiple requests, attach additional information including items below.)

Building Preference: _____ Room/Area Requested: _____

Setup Time: _____ Event Time: _____ Number Anticipated: _____

Activity(s) Planned: _____

Special Equipment/Materials (please circle/indicate number): long white tables ____; cafeteria tables ____; cafeteria chairs ____; folding chairs ____; platforms ____; risers ____; PA system ____; projector screen ____; multi-media projector ____; bleachers ____

Special Setup Needed (Please note equipment not requested may not be available) _____

Custodial Needs? _____ None _____ Open & Close Only _____ Entire Event _____

Use/Rental Agreement:

_____ (Name of Group) agrees to abide by the policies of the Evansville Community School District and use the facility(s) appropriately. I, as the event supervisor, agree to actively supervise this use and accept responsibility for any damage that occurs. I realize that the Evansville Community School District is not liable for injuries that occur during the use of the facility(s).

(Print Name)

(Signature)

(Date)

* Persons responsible for damages/extra charges that may occur. Two supervisors may be required at all events. One may be a community supervisor.

Revised: November 11, 2002

830-Form 1

Revised: August 11, 2003

Revised: October 11, 2004

Revised: 1st Reading: 10/30/13; 2nd Reading: 11/13/13; 3rd Reading: 12/11/13

KEY AND SWIPE KEY CHECKOUT FORM

Name: _____ Birthdate: _____

 Last First Middle Int.

Address: _____ City: _____ State: _____ Zip: _____

Phone Number (Daytime): _____ Evening: _____

Cell Number: _____ E-mail: _____

I accept responsibility for the key and/or swipe key I am receiving. I agree to follow all the facility use policies and procedures of the Evansville Community School District. If a lost or stolen key requires the replacement of any cores, I realize I am responsible for paying a cost of \$25 plus \$10.00 per core not to exceed a total of \$100.00. I agree to return the key to the principal or designee within 48 hours of the completion of the activity, or by date _____. Keys cannot be loaned to other individuals without prior approval from the scheduler. Failure to comply with these rules will result in loss of privileges.

_____ Date _____ Signature

Special Instructions:

Any concerns we need to be aware of? _____

PLEASE DO NOT WRITE BELOW THIS LINE

List all keys checked out and key numbers:
Door or area _____ Key number: _____

I.D. from outside users: _____

Date Key Returned: _____ Signature of Building Principal: _____

Signature of Person Receiving the Form: _____

BACKGROUND CHECK INFORMATION FORM

In order to provide a safe and healthy environment for our students and community, please understand that we may need to check references and review relevant public documents regarding criminal activity of any persons who are requesting to use school facilities. For this reason, please provide information as requested below:

Legal Name: _____
Please Print (Include first, middle, and last)

Phone: () _____

Address: _____

Date of Birth: _____

SS#: _____

I authorize the Evansville Community School District to process my agreement for use of school facilities by reviewing my background. This may include checking references and reviewing relevant public documents regarding criminal activity. I hereby release the Evansville Community School District, its employees, representatives, and such individuals or organizations from all liability for any damage whatsoever incurred in obtaining or furnishing such information.

Signed: _____ Date: _____

Waiver of Liability

I understand that engaging in activities in and on district facilities such as playing basketball, volleyball, soccer or other recreational pursuits, carry some risk for injury.

I hereby assume the risk for any injuries that any individual may sustain in his or her participation in the _____ and do hereby release and forever discharge the Evansville Community School District, its employees, and representatives from any actions, suits, damages, claims or judgments that may result from any personal injury sustained by these participants.

Signature

Date

Printed Name

**EVANSVILLE SCHOOL DISTRICT
REQUEST FOR KITCHEN USE**

A group or organization that wants to use any of the kitchens within the school district is required to fill out a request and submit it to the Food Service Director no less than 24 hours prior to the event. If any equipment is going to be used or food preparation is going to occur, a Food Safety Certified employee must be present. The group or organization will be billed an hourly rate for that employee to supervise the event. Any non compliance violates the Rock County Health Code.

Name of Organization _____

Contact in Charge _____

Contact Phone Number _____
Primary Secondary

Date _____

Hours of Event _____

Please Check All That Apply:

- Preparing Food in Kitchen
- Prepared Food Brought into Kitchen
- Use of Equipment (Ovens, Slicer, Dishwasher, Utensils)

Date Approved/Not Approved _____

Staff Person is Required for use of the Kitchen

Name of Staff Person _____

Hours Used/Billed _____
Date

Food Service Director Signature _____
Date

Please call the Food Service office with any questions at 608-882-3580.
Thank You!

SPECIAL EQUIPMENT/MATERIALS OR SETUP NEEDED
 (Please note equipment not requested may not be available)

Name of Group/Organization: _____

Contact Person: _____ Phone Number: _____

Date of Event: _____ Date Received: _____

HIGH SCHOOL REQUESTS Room Requested? _____

	Item	Number Available (if not already spoken for)	Number Requested
<input type="checkbox"/>	8 Foot Long White Tables	6	
<input type="checkbox"/>	Cafeteria Tables	34	
<input type="checkbox"/>	Chairs	290	
<input type="checkbox"/>	23 Inch High Platforms	13	
<input type="checkbox"/>	15 Inch High Platforms	4	
<input type="checkbox"/>	8 Inch High Platforms	6	
<input type="checkbox"/>	Computers	Labs Available	
<input type="checkbox"/>	P.A. System	1	
<input type="checkbox"/>	Projector Screen	1	
<input type="checkbox"/>	Multi-Media Projector	1	

Special Instructions: _____

MIDDLE SCHOOL REQUESTS Room Requested? _____

	Item	Number Available (if not already spoken for)	Number Requested
<input type="checkbox"/>	8 Foot Long White Tables	2	
<input type="checkbox"/>	Cafeteria Tables	17	
<input type="checkbox"/>	Chairs	136	
<input type="checkbox"/>	Computers	Labs Available	
<input type="checkbox"/>	P.A. System	1	
<input type="checkbox"/>	Projector Screen	1	
<input type="checkbox"/>	Multi-Media Projector	1	

Special Instructions: _____

GROVE CAMPUS REQUESTS Room Requested? _____

	Item	Number Available (if not already spoken for)	Number Requested
<input type="checkbox"/>	8 Foot Long White Tables	19	
<input type="checkbox"/>	6 Foot Long White Tables	2	
<input type="checkbox"/>	AWARE Tables	4	
<input type="checkbox"/>	Cafeteria Tables	40	
<input type="checkbox"/>	Chairs	311	
<input type="checkbox"/>	Risers/Platforms	4 Band Room & 4 Field House	
<input type="checkbox"/>	Bleachers	5 - 3 Row Bleachers (F.H.)	
<input type="checkbox"/>	Computers	Labs Available	
<input type="checkbox"/>	P.A. System	1	
<input type="checkbox"/>	Projector Screen	1	
<input type="checkbox"/>	Multi-Media Projector	1	

Special Instructions: _____

1st Reading: 10/30/13; 2nd Reading: 11/13/13; 3rd Reading: 12/11/13

FOR REMOVAL

Approved: September 14, 2009

830 Form 4

860 Form 1

COMMUNITY WALKERS AGREEMENT

Name: _____
(Please Print First/Last Name)

Address: _____
(Street, City)

Phone Number You May Be Reached At: _____

Building(s) I Would Like To Walk In:

_____ Levi Leonard Elementary _____ Theodore Robinson Intermediate
_____ JC McKenna Middle _____ High School

I agree to the restrictions of being a community walker:

- I am aware of the walking hours of 6:00 am to 7:00 am and /or 4:00 pm to 9:00 pm unless otherwise posted.
- I will not interrupt staff and students during their planning time or work.
- I am aware that my permit may be revoked, at the discretion of the principal, if procedures are not followed.
- I understand a background check may be conducted and will supply pertinent information.
- I will sign in at the building that I am walking in each time I walk.

Signature: _____ Dated: _____

Building Principal Authorized/Issued Permit: _____

Dated: _____

Approved: November 12, 1985

110

Revised: May 13, 1985

Revised: January 8, 1990

Revised: February 1, 1990

1st Reading: 10/30/13; 2nd Reading: 11/13/13; 3rd Reading: 12/11/13

FOR REMOVAL

PHILOSOPHY OF THE EVANSVILLE COMMUNITY SCHOOLS

The Board of Education of the Evansville Community Schools desires to provide the best educational opportunities for every citizen in the Evansville School District. It is the Board's intent to foster and support an educational climate that will: meet the needs of the people living in the school district; develop our students physically, mentally, and socially; provide for individual differences; develop a sense of responsibility for democratic differences; develop a sense of responsibility for democratic living, an appreciation of the arts, and a valued use of leisure time. Our mission is broad; school programs should serve to develop future citizens, and future workers are one aspect of that goal.

Throughout the process of education, students should acquire communication and problem-solving skills and develop basic study and work-related habits. They should be challenged to develop knowledge, skills and values, and to exercise individual capabilities to the fullest. Students should feel that learning is a worthwhile experience so that they will continue to seek knowledge throughout life. We want to promote a feeling of self-confidence and teach qualities of good citizenship which include an understanding of laws, the Constitution, and moral values. All students should learn to respect the rights and property of others, and to practice honesty, tolerance and fairness.

We believe in the inherent worth of each individual. We recognize that social awareness and emotional development are important aspects of a well rounded education. Every child should be provided opportunities and encouragement to develop his/her maximum potential. Our high school diploma is viewed as the minimum academic achievement for all students in the district.

It is the intent of this district to produce a well-adjusted, adaptable, loving human being who can contribute in a positive way to both family and society. One who is able to choose a place in life rather than be forced into one because of a lack of knowledge or skills. The Evansville Community Schools will offer basic foundation courses on which each student can build competence, both academically and vocationally. The Board of Education will strive to obtain and keep an instructional staff that will bring the highest standard of education to the students of the Evansville Community School District.

Approved: May, 1985

Revised: February 1, 1990

Revised:

1st Reading: 10/30/13; 2nd Reading: 11/13/13; 3rd Reading: 12/11/13

111

DISTRICT VISION, MISSION, OBJECTIVES AND GOALS

VISION:

Creating a culture of excellence in:

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

MISSION:

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.

OBJECTIVES:

1. To learn skills in reading, writing, speaking and listening.
2. To develop good work habits, honesty, respect for others, responsibility and life-long learning, and the ability to get along with people with whom we work and live.
3. To think objectively and analytically, and to use these skills in making decisions and solving problems.
4. To help students discover their potential and develop a healthy self-image.
5. To learn skills in mathematics and science.
6. To gain knowledge about the world of today and yesterday, and develop respect for and understanding of other races, religions, nations and cultures.
7. To develop academic skills needed by all students at graduation, whether continuing their education or entering the work force.
8. To develop the ability to think creatively.
9. To develop skills in computer science and other technology.
10. To promote physical development and well being through a variety of experiences and opportunities.

11. To develop an appreciation of the fine arts such as music, art, drama and literature, and promote participation in the creative and performing arts.
12. To understand our political and economic systems, and promote participation in the political process.
13. To promote self-confidence, mutual support and positive social interaction through a variety of co-curricular activities.
14. To deal with adult responsibilities and problems, i.e., sex, marriage, parenting, personal finances, use of alcohol and drugs, and worthy use of leisure time.
15. To develop career awareness and experience a wide variety of vocational areas.

GOALS:

The District shall set goals on an annual basis.

Legal Ref.: Sections 118.01 Wisconsin Statutes (Educational Goals and Expectations)
118.13 (Pupil Discrimination Prohibited)
118.30 (Pupil Assessment)
120.13 (Board Power to do all Things Reasonable for the Cause of Education)
121.02(1) (School District Standards)
No Child Left Behind Act of 2001
Wisconsin Constitution – Article X, Section 3

Approved:

111.1

1st Reading: 10/30/13; 2nd Reading: 11/13/13; 3rd Reading: 12/11/13

EXPECTATIONS OF THE EVANSVILLE COMMUNITY SCHOOL DISTRICT

FOR STUDENTS:

1. Every student develops the values and abilities necessary for ethical decision-making and conduct based on the core values of respect, honesty, caring, and responsibility.
2. Every student attends school daily and graduates.
3. Every student reads at an advanced or proficient level.
4. Every student achieves at the advanced or proficient level on assessments based on the Wisconsin model academic standards for language arts, mathematics, science, and social studies.
5. By the end of elementary, intermediate, middle, and high school, each student demonstrates the ability to use technology.
6. Every student demonstrates an understanding of the democratic political process and has a working knowledge of local, state, national, and international governments.
7. Every student is prepared with the knowledge and skills to be a successful producer, consumer, and citizen in the global economic community.
8. Every student graduates with skills and habits necessary to be a life-long learner.

FOR LEARNING ENVIRONMENTS:

1. Curriculum, Instruction & Assessment:
 - a. Every student has access to a coherently articulated, core curriculum complemented with a variety of elective courses and co-curricular activities.
 - b. The curriculum addresses important academic content and essential life skills.
 - c. Instructional strategies reflect best practices and inspire student engagement.
 - d. Learning is assessed regularly using both formative and summative elements.
 - e. Assessment ensures quality learning, and informs teachers and teams regarding curricular and instructional decision-making.
2. Equity:
 - a. Each staff member holds high standards and expectations for every student's success.
 - b. Each staff member pays attention to the whole student, including academic progress, behavior, and emotional well-being, and initiates appropriate interventions as needed.
 - c. Curriculum, instructional practice, and assessment accommodate and build upon individual and cultural differences, interests, and abilities.
3. School Culture and Climate:
 - a. Schools are safe and caring environments.
 - b. School staff foster a culture of connectedness and attachment.

- c. Because learning is socially and dynamically constructed, classrooms are characterized by engagement, collaboration, and supportive relationships with peers and teachers.
 - d. Schools promote, recognize and celebrate individual and collective efforts and achievement.
 - e. Students and staff treat each other with mutual respect and consideration.
 - f. Schools ensure open, ongoing communication between all members of the community.
4. Professional Learning Community:
- a. The District recruits, hires, and retains dedicated, skilled, diverse, and innovative staff.
 - b. Every staff member contributes to high-performing, collaborative teams because success for every student depends upon the people in a school working together.
 - c. School staff members collectively inquire and reflect upon the results of student achievement in order to improve student learning.
 - d. Every employee commits to maintaining a high level of mutual support and trust between all members of their professional learning community.
 - e. Every employee models the importance of life-long learning through commitment to action research and ongoing professional development.
5. Extended Community:
- a. The District and schools value and develop collaborative relationships and strong commitments among families, residents, businesses, government agencies, and other educational systems.
 - b. The extended community shares and promotes the vision and values of schools.
 - c. Parents play a fundamental role in the education of children, and by working collaboratively and positively with educators, maximize children's educational experience.
 - d. Each school provides opportunities for students to learn by serving within the extended community.
 - e. The extended community provides the resources that enable schools to offer exemplary academic and co-curricular programs and expects effective stewardship of those resources.

Approved: January 13, 1986

833

Revised: July 20, 2009

Revised:

1st Reading: 10/30/13; 2nd Reading: 11/13/13; 3rd Reading: 12/11/13

MOTORIZED VEHICLES ON SCHOOL PROPERTY

Parking on School Property

Automobiles, buses and other vehicles parked on school property to facilitate attendance at functions using school buildings or grounds must be stationed in designated parking areas.

Travel across school property must adhere to posted safety and building regulations and respectful of district efforts to properly maintain the school buildings and grounds.

Trespassing on school property in the form of unauthorized overnight or continuous daily parking shall not be permitted.

The operation of snowmobiles, go-carts, minibikes, or similar vehicles shall not be permitted on school property.

Off Road/Unlicensed Vehicles Used on School Property

The operation of privately owned off road or unlicensed vehicles is permitted on school property provided the owner has proof of insurance, is driven by adults, and it is used for its intended purpose.

Off road/unlicensed vehicles to be included but not limited to: golf carts, ATV's, utility vehicles, and tractors.

Educational Exception

Vehicles being serviced by the Vocational Education Program may be driven by licensed students under the supervision of the teacher and with permission by the owner of the vehicle.

Legal Ref.: Sections 118.09 Wisconsin Statutes (Safety Zones)

118.105 (Control of Traffic on School Premises)

120.13(1) (School Board Powers)

350.10 (Miscellaneous Provisions for Snowmobile Operation)

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, November 13, 2013, at 6:00 pm in the District Board and Training Center.

A moment of silence for former school board member, Sharon Skinner, who passed away.

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

APPROVE AGENDA

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

PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS

- American Education Week – November 18-22

PUBLIC PRESENTATIONS

Community member, Melissa Hammann, shared a document on the actual vs. plan surplus/deficit data, and spoke on the budget and excellence at Evansville High School.

Community member, Jenny Baiert, spoke in favor of the JEDI Virtual School.

PRESENTATIONS

Blackhawk Technical College staff, Dr. Tom Eckert, President, Dr. Diane Nyhammer, Vice President-Learning, and Dr. Gabrielle Banick, Dean-General Education/Academic Support, presented information on Blackhawk Technical College and the Wisconsin Technical College System.

DISTRICT ADMINISTRATOR REPORT

Mr. Roth's submitted report was on Continuous System Improvement (CSI) and Educator Effectiveness update. Discussion.

HIGH SCHOOL BOARD REPRESENTATIVES'/PRINCIPALS'/ADMINISTRATORS' REPORTS

Ms. Haegele and Mr. Johnson's submitted report was on high school events. Ms. Havlik, Ms. Wick, Mr. Flaherty, Mr. Everson, Ms. Ashby, and Ms. Landers' submitted reports included good things in our buildings. Mr. Flaherty added that his building is working on finalizing their goals; Mr. Everson shared that two Kohl fellowship nominees will be sent onto next level; Mr. Cashore shared swimmer, Tess Frey, is going to WIAA State swim meet. Discussion.

INFORMATION & DISCUSSION

Mr. Roth presented three options for the voicemail and telephone upgrade. Discussion.

Mr. Roth shared the Citizens Advisory Committee (CAC) minutes of October 21. Next meeting is Monday, November 18, with Bill Foster of School Perceptions, working on a draft of questions for the community, with a rough draft coming to the Board in December.

Mr. Busse presented the school board election timeline. Members intending to run again, Mr. Rasmussen, Mr. Braunschweig, and Ms. Swanson.

Mr. Busse led discussion of selection of delegate and alternate to the WASB convention in January. Discussion.

Ms. Rossmiller presented for a second reading, policies: #529.45–Personal Leave; #534–Substitute Teacher Employment; #830–Use of School Facilities; #830 Form–Facility Use Agreement; #830 Form 1–Key and Swipekey Checkout Form; #830 Form 2–Request for Kitchen Use; #830 Form 3–Special Equipment/Materials or Setup Needed; #830 Form 4–Community Walkers Agreement; #110–Philosophy of the Evansville Community Schools; #111–District Vision, Mission and Goals Statements; #111.1–Expectations of the Evansville Community School District; and #833–Motorized Vehicles on School Property. Mr. Roth presented additional changes to policy #111-District Vision, Mission and Goals Statements. Discussion. Suggested changes to be made and policies brought back for approval.

PUBLIC PRESENTATIONS

None.

BUSINESS (Action Items)

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to approve the resignation of support staff educational assistant, David Soddy, effective November 5, 2013, and thank him for his service to the District. Discussion. Motion carried, 6-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Swanson, moved to hire Susan Smith, as a Cook 1, at a rate of pay of \$14.12/hour. Motion carried, 6-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Mr. Braunschweig, moved to approve the membership of the Evansville Community School District in the JEDI Network Virtual School effective with the start of the 2013-2014 second semester, for a cost of \$5,250, and at an annual cost of \$10,500. Discussion. Motion carried, 6-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved to approve to hire an elementary and middle school principal. Discussion. Motion carried, 5-1 (Spanton-Nelson)(voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Swanson, moved to approve the Senior Graduation Project, to begin with next year's graduation class of 2015. Motion carried, 5-1 (Rossmiller)(voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved to approve the consent items of: 2014-2015 budget process and calendar; policies: #142-Board Consultants; #425–Enrollment of and Services Available to District Students Who Attend Private, Parochial or Home Based School; #428–Public School Open Enrollment; #751.5-Use of Private Vehicles on

School Business or to Transport Students; #753-Operating School Owned Vehicles; #751.5/753 Form-Alternative Vehicle Driver Information Request Form; #751.5/753 Form 1-Driver Information; #751.5/753 Form 2-Verification of Fitness to Drive; and #751.5/753 Form 3-Vehicle Inspection Form; October 30, 2013, regular meeting minutes; and September bills and reconciliation, as presented. Motion carried, 6-0 (roll call vote).

FUTURE AGENDA

December 11, 2013, regular meeting agenda discussed.

BREAK

A five minute break taken.

EXECUTIVE SESSION

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to move into executive session, under Wisconsin State Statute 19.85(1)(c)(e)(g) to discuss district administrator contract; district employee negotiations; and conferring with legal counsel. Motion carried, 6-0 (roll call vote).

ADJOURN

Meeting adjourned from executive session at 8:33 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: _____
Eric Busse, President

Dated: _____

Approved:

UNAPPROVED MINUTES

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: October 2013 Reconciliation
Date: November 17, 2013

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

- Bank Reconciliation Statement for all Funds – nothing unusual to report
- Skyward Fund Balance Report to verify bank reconciliation statement
- Listing of all receipts – October \$125,321.10
- Check Register – October
Notes for check register:

Check total -	\$457,422.90
ACH total -	\$ 73,935.09
Manual check total -	<u>\$ 44,073.85</u>
Total	\$575,431.84

Payroll checks – 75038, 75039, 75151
Void checks –

EVANSVILLE COMMUNITY SCHOOL DISTRICT
 BANK RECONCILIATION

FOR THE MONTH OF	October, 2013	
BALANCE PER BANK:		96,000.00
LESS OUTSTANDING CHECKS		-204,415.01
LESS WRS POSTING		-134,001.74
MMA ACCOUNT		3,066,760.37
BALANCE PER BANK		2,824,343.62

BALANCE PER GENERAL LEDGER:	BEGINNING BAL.	ACTIVITY	ENDING BAL.
FUND 10 General	204,151.03	604,473.29	808,624.32
FUND 21 Donations	27,119.31	542.75	27,662.06
FUND 27 Special Ed	(318,722.42)	(306,728.88)	(625,451.30)
FUND 38 Debt	21,621.85	(20,521.89)	1,099.96
FUND 39 Debt	(63,593.23)	(451,473.75)	(515,066.98)
FUND 50 Food Service	73,516.24	(21,827.75)	51,688.49
FUND 99 Voc Ed/ESL/Grants	9,026.70	-	9,026.70
MMA ACCOUNT			3,066,760.37
BALANCE PER GENERAL LEDGER			2,824,343.62
		-195,536.23	

DIFFERENCE 0.00

Fd	T	Loc	Obj	Func	Prj	Func	Beginning Balance	October 2013-14 Monthly Activity	Ending Balance
10	A	000	000	711100	---	CASH ON DEPOSIT	-766,452.05	604,473.29	808,624.32
10	-	---	---	-----	---	GENERAL FUND	-766,452.05	604,473.29	808,624.32
21	A	000	000	711100	---	CASH ON DEPOSIT	26,564.76	542.75	27,662.06
21	-	---	---	-----	---	GIFTS/DONATIONS	26,564.76	542.75	27,662.06
27	A	000	000	711100	---	CASH ON DEPOSIT	71,343.07	-306,728.88	-625,451.30
27	-	---	---	-----	---	SPECIAL EDUCATION FUND	71,343.07	-306,728.88	-625,451.30
38	A	000	000	711100	---	CASH ON DEPOSIT	21,621.85	-20,521.89	1,099.96
38	-	---	---	-----	---	NON-REFERENDUM DEBT	21,621.85	-20,521.89	1,099.96
39	A	000	000	711100	---	CASH ON DEPOSIT	-63,593.23	-451,473.75	-515,066.98
39	-	---	---	-----	---	REFERENDUM APPROVED DEBT SERVI	-63,593.23	-451,473.75	-515,066.98
50	A	000	000	711100	---	CASH ON DEPOSIT	97,305.86	-21,827.75	51,688.49
50	-	---	---	-----	---	FOOD SERVICE	97,305.86	-21,827.75	51,688.49
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	-195,536.23	-242,416.75

Number of Accounts: 7

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

Post Date	Func	Description	Amount
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	S ERICKSON - ADD'L HEALTH INS OCTOBER	121.22
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1341.85
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	V LECY-LUEBKE - ADD'L HEALTH INS OCTOBER	121.22
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	R DENNIS - ADD'L HEALTH INS OCTOBER	121.22
10/31/2013	DISTRICT WIDE	FOOTBALL GATE VS JEFFERSON (HOMECOMING)	3763.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1191.00
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	W HARTJE - ADD'L HEALTH INS OCTOBER	121.22
10/31/2013	DISTRICT WIDE	KID CONNECTION - FACILITY USE FOR OCT	476.10
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	B BERG - ADD'L HEALTH INS OCTOBER	121.22
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1177.80
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	R COLE - ADD'L HEALTH INS OCTOBER	121.22
10/31/2013	DISTRICT WIDE	TOWN OF UNION-FISH & WILDLIFE	793.92
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1783.51
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	C WAGNER - ADD'L HEALTH INS OCTOBER	121.22
10/31/2013	DISTRICT WIDE	FORWARD HEALTH - MEDICAID	366.84
10/31/2013	DISTRICT WIDE	KIDS KORNER - REIMB FOR LUNCHES INV #1008, 10	287.50
10/31/2013	DISTRICT WIDE	REIMB FROM MARY BETH ANDERSON FOR INV #1001	16.56
10/31/2013	SCHOOL BUILDING ADMINISTRATION	HS - REIMB FOR WORK PERMITS	50.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1286.55
10/31/2013	DISTRICT WIDE	PRESS BOX DONATION - MARY KNUEPPEL	10.00
10/31/2013	DISTRICT WIDE	VOLLEYBALL GATE VS JEFFERSON	239.00
10/31/2013	DISTRICT WIDE	TOWN OF UNION -MOBILE HOME FEES QTR 3	1885.52
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1278.40
10/31/2013	DISTRICT WIDE	HS ACTIVITY ACCT - REIMB OF TAHER INVOICE #10	40.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1282.50
10/31/2013	DISTRICT WIDE	FACILITY USE - DAVIS PRYCE ADULT VB	15.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1516.70
10/31/2013	DISTRICT WIDE	STUDENT FEES	189.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	674.50
10/31/2013	DISTRICT WIDE	FACILITY USE - AMY BANKS BASKETBALL	15.00
10/31/2013	FIELD TRIPS - CLASSROOM	HS-REIMB FOR CHARGE CARD	477.74
10/31/2013	LIBRARY	HS-REIMB FOR CHARGE CARD	82.49
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1368.70
10/31/2013	DISTRICT WIDE	TOWN OF UNION - MOBILE HOME TAX	357.76
10/31/2013	DISTRICT WIDE	FACILITY USE - C GOODENOUGH BB	15.00
10/31/2013	DISTRICT WIDE	SOCCER REGIONAL GATE VS EDGERTON	475.80
10/31/2013	DISTRICT WIDE	FOOTBALL GATE VS EAST TROY	1665.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1430.81
10/31/2013	DISTRICT WIDE	FACILITY USE - ROBINSON LOUIS BASKETBALL	15.00
10/31/2013	TERMINATION OF BENEFITS	EBC-COBRA P'MENT SEPT - DENTAL - ERICKSON, SC	120.56
10/31/2013	TERMINATION OF BENEFITS	EBC-COBRA P'MENT OCT - DENTAL - HAVLIK, MANDL	276.34
10/31/2013	TERMINATION OF BENEFITS	EBC-COBRA P'MENT SEPT - HEALTH - SCHMIDT	539.31
10/31/2013	TERMINATION OF BENEFITS	EBC-COBRA P'MENT OCT - HEALTH - KARIS, PFAFF,	1617.93
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1705.00
10/31/2013	DISTRICT WIDE	VOLLEYBALL GATE VS MONROE	235.10
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1385.00
10/31/2013	DISTRICT WIDE	STUDENT FEES	478.00
10/31/2013	DISTRICT WIDE	FACILITY USE - MONTANA LEGGETT BOY SCOUTS	15.00
10/31/2013	DISTRICT WIDE	FACILITY USE - ADULT BB PLAYERS AT H.S.	360.00
10/31/2013	DISTRICT WIDE	PRESS BOX DONATION - BUFF PUFF HS VOLLEYBALL	120.00
10/31/2013	OPERATION OF PLANT	HS GIRLS BATHROOM	3.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1657.00
10/31/2013	BUSINESS MANAGER	KOHN LAW FIRM - GARNIGHEE FEE PAYMENT	15.00

Post Date	Func	Description	Amount
10/31/2013	FIELD TRIPS - CLASSROOM	ELEM L- FIELDTRIP REIMB.	73.45
10/31/2013	READING	CREDIT FROM ED PUB SER FOR OVERP'MENT OF PO 3	119.50
10/31/2013	DISTRICT WIDE	FACILITY USE - KIDS KORNER RENT (OCT,NOV, DEC	3900.00
10/31/2013	FIELD TRIPS - CLASSROOM	MS-REIMB FOR FIELDTRIPS	70.76
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - R COLE - NOV	1146.16
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - C WAGNER - NOV	1146.16
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - R DENNIS - NOV	1146.16
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - W HARTJE - NOV	1146.16
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - VLLUEBKE - NOV	1146.16
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - B BERG - NOV	1146.16
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - P KELLEY - NOV	539.31
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - M KELLEY -NOV	539.31
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - V ZHE - NOV	539.31
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - S ERICKSON - NOV	1146.16
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - K VERKUILEN - NOV INCLUDING 121.	1267.38
10/31/2013	DISTRICT WIDE	KIDS KORNER - REIMB FOR LUNCHES INV #1012 & 1	150.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1456.35
10/31/2013	INFORMATION SERVICES	D.O.-REIMB. FOR POSTAGE	4.26
10/31/2013	DISTRICT ADMINISTRATION	D.O.-REIMB. FOR COFFEE	4.00
10/31/2013	DISTRICT ADMINISTRATION	D.O.-REIMB. FOR COPIES	3.15
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1496.00
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	MIDAMERICA - P HAESE - NOV	539.31
10/31/2013	DISTRICT WIDE	STUDENT FEES	324.00
10/31/2013	DISTRICT WIDE	ACUITY-WORKERS COMP 7/1/12 TO 7/1/13 DIVIDEND	28719.00
10/31/2013	DISTRICT WIDE	US CELLULAR E-RATE EXCHANGE	899.23
10/31/2013	DISTRICT WIDE	AT&T E-RATE REIMB.	2848.66
10/31/2013	DISTRICT WIDE	AT&T E-RATE REIMB.	1482.96
10/31/2013	DISTRICT WIDE	AT&T E-RATE REIMB.	4478.64
10/31/2013	DISTRICT WIDE	AT&T E-RATE REIMB.	3576.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	844.01
10/31/2013	SCHOOL BUILDING ADMINISTRATION	HS-REIMB FOR CHARGE CARD	3356.96
10/31/2013	DISTRICT WIDE	FACILITY USE - CAVALIERS	1264.36
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1096.50
10/31/2013	DISTRICT WIDE	DONATION - PHIL/NANCY KRESS -ENERGY FAIR	250.00
10/31/2013	OTHER RETIREMENT BENEFITS-OPEB	S ERICKSON - ADD'L HEALTH INS NOV	121.22
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	655.45
10/31/2013	DISTRICT WIDE	DEPT OF CORRECTIONS - RESTITUTION	67.44
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1572.78
10/31/2013	UNDIFFERENTIATED CURRICULUM	CESA2 - REIMB OF WORKSHOP CANCELLATION - H HA	25.00
10/31/2013	GUIDANCE	HS REIMB - PSAT TESTS	770.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1069.94
10/31/2013	DISTRICT WIDE	PRESS BOX DONATION - BUFF PUFF HS VOLLEYBALL	175.00
10/31/2013	DISTRICT WIDE	STUDENT FEES	222.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1363.10
10/31/2013	DISTRICT WIDE	KID CONNECTION - FACILITY USE FOR NOV	437.00
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENTS	1687.00
10/31/2013	DISTRICT WIDE	VENDING OCT 1	93.00
10/31/2013	DISTRICT WIDE	VENDING OCT 2	74.75
10/31/2013	DISTRICT WIDE	VENDING OCT 3	73.65
10/31/2013	DISTRICT WIDE	VENDING OCT 4	70.25
10/31/2013	DISTRICT WIDE	VENDING OCT 7	65.85
10/31/2013	DISTRICT WIDE	VENDING OCT 8	62.55
10/31/2013	DISTRICT WIDE	VENDING OCT 9	79.25

Post Date	Func	Description	Amount
10/31/2013	DISTRICT WIDE	VENDING OCT 11	121.50
10/31/2013	DISTRICT WIDE	VENDING OCT 14	62.25
10/31/2013	DISTRICT WIDE	VENDING OCT 16	170.40
10/31/2013	DISTRICT WIDE	VENDING OCT 18	144.80
10/31/2013	DISTRICT WIDE	VENDING OCT 21	77.40
10/31/2013	DISTRICT WIDE	VENDING OCT 23	149.00
10/31/2013	DISTRICT WIDE	VENDING OCT 25	145.25
10/31/2013	DISTRICT WIDE	VENDING OCT 29	186.50
10/31/2013	DEPOSITS PAYABLE	E-FUNDS FOR FOOD SERVICE OCT.	11299.65
10/31/2013	DISTRICT WIDE	E-FUNDS FOR STUDENT FEES OCT.	320.00
10/31/2013	DISTRICT WIDE	INTEREST FOR OCT.	1099.26
10/31/2013	DEPOSITS PAYABLE	LUNCH PAYMENT REPOSTED	50.00
		Total for Cash Receipts	125321.10

POST	CHECK	CHE	CHECK		
DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
10/01/2013	75013	R	10/01/2013	AMERIPRISE FINANCIAL SERVICES	570.00
10/01/2013	75014	R	10/01/2013	DELTA DENTAL OF WISCONSIN	28,934.44
10/01/2013	75015	R	10/01/2013	FRANKLIN TEMPLETON BANK & TRUST	1,110.00
10/01/2013	75016	R	10/01/2013	KOHN LAW FIRM S.C.	208.84
10/01/2013	75017	R	10/01/2013	METLIFE	75.00
10/01/2013	75018	R	10/01/2013	MG TRUST COMPANY	650.00
10/01/2013	75019	R	10/01/2013	SBG-VAA	830.00
10/01/2013	75020	R	10/01/2013	SUN LIFE FINANCIAL	3,025.28
10/01/2013	75021	R	10/01/2013	WEA INSURANCE TRUST	4,620.82
10/03/2013	75022	R	10/03/2013	BOB SCHENCK	96.00
10/03/2013	75023	R	10/03/2013	BUSSE, ERIC	96.00
10/03/2013	75024	R	10/03/2013	CHRIS NICHOLSON	96.00
10/03/2013	75025	R	10/03/2013	GLENN TESCHENDORF	75.00
10/03/2013	75026	R	10/03/2013	HENDERSON, ALVIN	60.00
10/03/2013	75027	R	10/03/2013	JACK ALBRECHTSON	60.00
10/03/2013	75028	R	10/03/2013	JHAYSON ANDERSON	75.00
10/03/2013	75029	R	10/03/2013	JIM ESSELMAN	60.00
10/03/2013	75030	R	10/03/2013	JOHN MACDONALD	50.00
10/03/2013	75031	R	10/03/2013	LARSON, DARRELL	96.00
10/03/2013	75032	R	10/03/2013	SIEGMANN, AARON	60.00
10/03/2013	75033	R	10/03/2013	STALKER, BONNIE	50.00
10/03/2013	75034	R	10/03/2013	VAN LIESHOUT, JAMES	90.00
10/03/2013	75035	R	10/03/2013	WAGNER, KENNETH	60.00
10/03/2013	75036	R	10/03/2013	WOLLIN, DAVID	60.00
10/03/2013	75037	R	10/03/2013	ZASTOUPIL, JOHN	90.00
10/09/2013	75040	R	10/09/2013	DAVE'S ACE HARDWARE	38.96
10/09/2013	75041	R	10/09/2013	ADAMS BOOK COMPANY, INC.	415.42
10/09/2013	75042	R	10/09/2013	ADVANCED DISPOSAL	1,428.18
10/09/2013	75043	R	10/09/2013	AT&T LONG DISTANCE	876.10
10/09/2013	75044	R	10/09/2013	AT&T	745.00
10/09/2013	75045	R	10/09/2013	BERGUM, BARRY	34.00
10/09/2013	75046	R	10/09/2013	BLACKHAWK TECHNICAL COLLEGE	3,066.00
10/09/2013	75047	R	10/09/2013	BLOCK IRON & SUPPLY CO. INC	1,299.82
10/09/2013	75048	R	10/09/2013	BLOHM, MARGARET	706.91
10/09/2013	75049	R	10/09/2013	CESA 1	450.00
10/09/2013	75050	R	10/09/2013	CIVICS IN WISCONSIN INC	500.00
10/09/2013	75051	R	10/09/2013	DIVERSIFIED BENEFIT SERVICES	242.79
10/09/2013	75052	R	10/09/2013	ECONOMICS WISCONSIN	25.00
10/09/2013	75053	R	10/09/2013	LEVI LEONARD ELEMENTARY SCHOOL	12.25
10/09/2013	75054	R	10/09/2013	FIDELITEC LLC	48.00
10/09/2013	75055	R	10/09/2013	FORREST PIANO SERVICE	285.00
10/09/2013	75056	R	10/09/2013	GDCTGN	455.00
10/09/2013	75057	R	10/09/2013	GRAINGER PARTS	376.44
10/09/2013	75058	R	10/09/2013	GREEN CAB OF MADISON	135.00
10/09/2013	75059	R	10/09/2013	THE GRUENKE COMPANY INC	136.90
10/09/2013	75060	R	10/09/2013	HOBBYLINC.COM	283.85
10/09/2013	75061	R	10/09/2013	IDVILLE	49.75
10/09/2013	75062	R	10/09/2013	INSECT LORE	231.10
10/09/2013	75063	R	10/09/2013	INTERSTATE BOOKS 4 SCHOOL	414.15
10/09/2013	75064	R	10/09/2013	J.W. PEPPER & SON INC	38.94
10/09/2013	75065	R	10/09/2013	KIDS DISCOVER	73.49
10/09/2013	75066	R	10/09/2013	LRP PUBLICATIONS	334.50
10/09/2013	75067	R	10/09/2013	MARSDEN, SUSAN	3,806.25
10/09/2013	75068	R	10/09/2013	PENWORTHY/MEDIA SOURCE	1,001.59
10/09/2013	75069	R	10/09/2013	MENARDS	1,254.75
10/09/2013	75070	R	10/09/2013	MONROE HIGH SCHOOL	25.00

POST	CHECK	CHE	CHECK		
DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
10/09/2013	75071	R	10/09/2013	MUSIC BOOSTERS	297.26
10/09/2013	75072	R	10/09/2013	NELSON-YOUNG LUMBER COMPANY	292.50
10/09/2013	75073	R	10/09/2013	NORTH AMERICAN MECHANICAL INC	3,989.17
10/09/2013	75074	R	10/09/2013	PAOLI CLAY COMPANY	465.00
10/09/2013	75075	R	10/09/2013	THE PENWORTHY COMPANY	453.83
10/09/2013	75076	R	10/09/2013	PETTERSON PLUMBING	424.25
10/09/2013	75077	R	10/09/2013	RHYME BUSINESS PRODUCTS	180.00
10/09/2013	75078	R	10/09/2013	RINGHAND BROTHERS INC	59,167.00
10/09/2013	75079	R	10/09/2013	ROCK VALLEY CONFERENCE	2,725.00
10/09/2013	75080	S	10/09/2013	ROCK VALLEY CONFERENCE	200.00
10/09/2013	75081	R	10/09/2013	ROTO ROOTER SEPTIC TANK SERVIC	120.00
10/09/2013	75082	R	10/09/2013	SCANTRON CORPORATION	324.83
10/09/2013	75083	R	10/09/2013	SCHINDLER ELEVATOR CORP.	243.00
10/09/2013	75084	R	10/09/2013	SCHILLING SUPPLY COMPANY	966.68
10/09/2013	75085	R	10/09/2013	SCHOLASTIC INC.	233.48
10/09/2013	75086	R	10/09/2013	SCHOLASTICE MAGAZINES	428.87
10/09/2013	75087	R	10/09/2013	SCHOOL DATEBOOKS INC	1,040.25
10/09/2013	75088	R	10/09/2013	SCHOOL SPECIALTY	273.20
10/09/2013	75089	R	10/09/2013	SOFTWARE & SERVICE USER GROUP	145.00
10/09/2013	75090	R	10/09/2013	SOUTHPAW ENTERPRISES INC.	20.00
10/09/2013	75091	R	10/09/2013	SUPERIOR CHEMICAL CORPORATION	1,024.46
10/09/2013	75092	R	10/09/2013	SUPREME SCHOOL	33.08
10/09/2013	75093	R	10/09/2013	TEACHERS ON CALL	10,515.26
10/09/2013	75094	R	10/09/2013	THE WEEK	152.46
10/09/2013	75095	R	10/09/2013	TRUGREEN	875.00
10/09/2013	75096	R	10/09/2013	VOIGT MUSIC CENTER	37.41
10/09/2013	75097	R	10/09/2013	WE ENERGIES	1,368.83
10/09/2013	75098	R	10/09/2013	WELDERS SUPPLY COMPANY	51.20
10/09/2013	75099	R	10/09/2013	WFCA OFFICE	75.00
10/10/2013	75100	R	10/10/2013	AT & T	135.03
10/10/2013	75101	R	10/10/2013	CASH	200.00
10/10/2013	75102	R	10/10/2013	DWD-UNEMPLOYMENT INSURANCE	565.24
10/10/2013	75103	R	10/10/2013	EQUAL RIGHTS DIVISION	37.50
10/10/2013	75104	R	10/10/2013	HOUGHTON MIFFLIN HARCOURT PUB	84,851.26
10/10/2013	75105	R	10/10/2013	J.W. PEPPER & SON INC	286.99
10/10/2013	75106	R	10/10/2013	JAMES HUTCHINSON	143.50
10/10/2013	75107	R	10/10/2013	JOHN MACDONALD	50.00
10/10/2013	75108	R	10/10/2013	MAHMOOD DARVISH	95.00
10/10/2013	75109	R	10/10/2013	MIKE MOORE	80.20
10/10/2013	75110	R	10/10/2013	MIKE HAURI	161.00
10/10/2013	75111	R	10/10/2013	MJ CARE, INC.	11.00
10/10/2013	75112	R	10/10/2013	NIEHANS, SAM	90.00
10/10/2013	75113	R	10/10/2013	OCCUPATIONAL HEALTH CENTERS	1,150.00
10/10/2013	75114	R	10/10/2013	RHYME BUSINESS PRODUCTS	65.68
10/10/2013	75115	R	10/10/2013	RHYME BUSINESS PRODUCTS LLC	1,409.93
10/10/2013	75116	R	10/10/2013	TEACHERS ON CALL	9,126.18
10/10/2013	75117	R	10/10/2013	VERGERONT, TOM	141.00
10/10/2013	75118	R	10/10/2013	VOIGT MUSIC CENTER	511.58
10/10/2013	75119	R	10/10/2013	WARD-BRODT MUSIC MALL	10.00
10/10/2013	75120	R	10/10/2013	WAUNAKEE COMM SCHOOL DISTRICT	560.00
10/10/2013	75121	R	10/10/2013	ZASTOUPIL, JOHN	90.00
10/10/2013	75122	R	10/10/2013	CASH	350.00
10/10/2013	75123	R	10/10/2013	CREMER TECH LLC	1,365.00
10/10/2013	75124	R	10/10/2013	AMERIPRISE FINANCIAL SERVICES	570.00
10/10/2013	75125	R	10/10/2013	FRANKLIN TEMPLETON BANK &TRUST	1,110.00
10/10/2013	75126	R	10/10/2013	KOHN LAW FIRM S.C.	185.36

POST	CHECK	CHE	CHECK		
DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
10/10/2013	75127	R	10/10/2013	METLIFE	75.00
10/10/2013	75128	R	10/10/2013	MG TRUST COMPANY	650.00
10/10/2013	75129	R	10/10/2013	SBG-VAA	830.00
10/17/2013	75130	R	10/17/2013	BOB SCHENCK	96.00
10/17/2013	75131	R	10/17/2013	BRIAN MCKAY	60.00
10/17/2013	75132	R	10/17/2013	BUSSE, ERIC	176.00
10/17/2013	75133	R	10/17/2013	CAIN, CLEUS	40.00
10/17/2013	75134	R	10/17/2013	CARSON, RICK	60.00
10/17/2013	75135	R	10/17/2013	CHRIS NICHOLSON	96.00
10/17/2013	75136	R	10/17/2013	DAN RANKIN	50.00
10/17/2013	75137	R	10/17/2013	DANIEL BOTHUN	80.00
10/17/2013	75138	R	10/17/2013	LARSON, DARRELL	176.00
10/17/2013	75139	R	10/17/2013	LOWERY, JASON	60.00
10/17/2013	75140	R	10/17/2013	MADEIROS, SHAWN	60.00
10/17/2013	75141	R	10/17/2013	PEREZ, STEPHEN	60.00
10/17/2013	75142	R	10/17/2013	PICKETT, BRAD	50.00
10/17/2013	75143	R	10/17/2013	FORDES, CURT	40.00
10/17/2013	75144	R	10/17/2013	SHARPE, ALFRED	60.00
10/17/2013	75145	R	10/17/2013	THORNTON, RON	80.00
10/22/2013	75146	R	10/22/2013	DAVE JASS	90.00
10/22/2013	75147	R	10/22/2013	WHPE	310.00
10/22/2013	75148	S	10/22/2013	WHPE	130.00
10/22/2013	75149	R	10/22/2013	WISCONSIN SCHOOL MUSIC ASSOCIA	245.00
10/22/2013	75150	R	10/22/2013	ZASTOUPIL, JOHN	90.00
10/25/2013	75152	R	10/25/2013	AMERIPRISE FINANCIAL SERVICES	570.00
10/25/2013	75153	R	10/25/2013	FRANKLIN TEMPLETON BANK &TRUST	1,110.00
10/25/2013	75154	R	10/25/2013	KOHN LAW FIRM S.C.	190.36
10/25/2013	75155	R	10/25/2013	METLIFE	75.00
10/25/2013	75156	R	10/25/2013	MG TRUST COMPANY	650.00
10/25/2013	75157	R	10/25/2013	SBG-VAA	830.00
10/30/2013	75158	R	10/30/2013	ACCELERATIONS EDUCATIONAL SOFT	198.00
10/30/2013	75159	R	10/30/2013	DAVE'S ACE HARDWARE	80.26
10/30/2013	75160	R	10/30/2013	ACTION FENCE UNLIMITED	735.00
10/30/2013	75161	R	10/30/2013	AED SUPERSTORE	443.90
10/30/2013	75162	R	10/30/2013	AERIAL WORK PLATFORMS INC	762.50
10/30/2013	75163	R	10/30/2013	ALBANY FFA CHAPTER	911.20
10/30/2013	75164	R	10/30/2013	ALL 'N ONE	410.70
10/30/2013	75165	R	10/30/2013	AT&T LONG DISTANCE	1,914.73
10/30/2013	75166	R	10/30/2013	BECKER BOILER CO INC	1,939.24
10/30/2013	75167	R	10/30/2013	BLOCK IRON & SUPPLY CO. INC	150.95
10/30/2013	75168	R	10/30/2013	BUSSE, ERIC	80.00
10/30/2013	75169	R	10/30/2013	CAERT	679.96
10/30/2013	75170	R	10/30/2013	CESA 9	1,825.00
10/30/2013	75171	R	10/30/2013	CHRIS NICHOLSON	80.00
10/30/2013	75172	R	10/30/2013	CITY OF EVANSVILLE	879.30
10/30/2013	75173	R	10/30/2013	CORVUS INDUSTRIES LTD	4,850.00
10/30/2013	75174	R	10/30/2013	CUMMINS NPOWER LLC	164.51
10/30/2013	75175	R	10/30/2013	DEMCO	40.49
10/30/2013	75176	R	10/30/2013	DIVERSIFIED BENEFIT SERVICES	242.33
10/30/2013	75177	R	10/30/2013	DEPART OF PUBLIC INSTRUCTION	12,720.00
10/30/2013	75178	R	10/30/2013	EBSCO	559.11
10/30/2013	75179	R	10/30/2013	EVANSVILLE COMMUNITY FIRE DIS	500.00
10/30/2013	75180	R	10/30/2013	WORLDPOINT ECC INC	59.45
10/30/2013	75181	R	10/30/2013	FLINN SCIENTIFIC INC	216.45
10/30/2013	75182	R	10/30/2013	FOLLETT SOFTWARE COMPANY	148.89
10/30/2013	75183	R	10/30/2013	FOLLETT LIBRARY RESOURCES	161.00

POST	CHECK	CHE	CHECK		
DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
10/30/2013	75184	R	10/30/2013	FOOTVILLE ROCK & LIME CORP	180.25
10/30/2013	75185	R	10/30/2013	FORT HEALTH CARE	32.00
10/30/2013	75186	R	10/30/2013	FOUR LAKES ELEMENTARY	70.00
10/30/2013	75187	R	10/30/2013	GERBER LEISURE PRODUCTS, INC.	53.00
10/30/2013	75188	R	10/30/2013	GRAEF	2,584.01
10/30/2013	75189	R	10/30/2013	HAMMOND & STEPHENS	47.67
10/30/2013	75190	R	10/30/2013	HANDWRITING WITHOUT TEARS	69.30
10/30/2013	75191	R	10/30/2013	HEINEMANN PUBLISHING	3,392.44
10/30/2013	75192	R	10/30/2013	HOUGHTON MIFFLIN HARCOURT PUB	2,203.80
10/30/2013	75193	R	10/30/2013	INSIGHT INVESTMENTS	11,643.17
10/30/2013	75194	R	10/30/2013	JOHNSON SEED & FEED	32.98
10/30/2013	75195	R	10/30/2013	JW INDUSTRIES, INC.	38,340.00
10/30/2013	75196	R	10/30/2013	LAKESHORE LEARNING MATERIALS	401.35
10/30/2013	75197	R	10/30/2013	LARSON, DARRELL	80.00
10/30/2013	75198	R	10/30/2013	MACGILL AND CO	574.53
10/30/2013	75199	R	10/30/2013	MENARDS	545.67
10/30/2013	75200	R	10/30/2013	MOVIE LICENSING USA	350.00
10/30/2013	75201	R	10/30/2013	NELCO	248.90
10/30/2013	75202	R	10/30/2013	NORTH AMERICAN MECHANICAL INC	6,358.54
10/30/2013	75203	R	10/30/2013	PAOLI CLAY COMPANY	155.00
10/30/2013	75204	R	10/30/2013	PETTERSON PLUMBING	170.15
10/30/2013	75205	R	10/30/2013	PSAT/NMSQT	812.00
10/30/2013	75206	R	10/30/2013	R&K & SONS CONSTRUCTION LLC	3,800.00
10/30/2013	75207	R	10/30/2013	RDJ SPECIALTIES INC	364.00
10/30/2013	75208	R	10/30/2013	RHYME BUSINESS PRODUCTS	333.00
10/30/2013	75209	R	10/30/2013	RIDDELL INC	22,971.90
10/30/2013	75210	R	10/30/2013	ROTO ROOTER SEPTIC TANK SERVIC	170.00
10/30/2013	75211	R	10/30/2013	SCHOLASTIC INC.	306.56
10/30/2013	75212	R	10/30/2013	SCHOLASTICE MAGAZINES	173.25
10/30/2013	75213	R	10/30/2013	SUPERIOR CHEMICAL CORPORATION	1,696.60
10/30/2013	75214	R	10/30/2013	TAHER	39,847.84
10/30/2013	75215	R	10/30/2013	TEACHERS ON CALL	26,066.71
10/30/2013	75216	R	10/30/2013	THE LIBRARY STORE	401.17
10/30/2013	75217	R	10/30/2013	TRUGREEN	2,000.00
10/30/2013	75218	R	10/30/2013	WE ENERGIES	1,806.79
10/30/2013	75219	R	10/30/2013	WI ASSOC CAREER AND TECH ED	135.00
10/30/2013	75220	R	10/30/2013	WISCONSIN LIBRARY SERVICES	1,701.00
10/31/2013	2014008	M	10/31/2013	AT & T	1,768.22
10/31/2013	2014009	M	10/31/2013	EVANSVILLE WATER & LIGHT DEPT	42,305.63
10/09/2013	131400054	A	10/09/2013	ARNOLD, DEBRA	36.63
10/09/2013	131400055	A	10/09/2013	ASC1	1,296.63
10/09/2013	131400056	A	10/09/2013	ASHBY, VAUNCE	82.70
10/09/2013	131400057	A	10/09/2013	BADGER WATER LLC	162.40
10/09/2013	131400058	A	10/09/2013	BEEDLE, CINDY	112.70
10/09/2013	131400059	A	10/09/2013	BENSON, BRIAN	108.64
10/09/2013	131400060	A	10/09/2013	CESA #2	270.00
10/09/2013	131400061	A	10/09/2013	CITY GLASS COMPANY	308.70
10/09/2013	131400062	A	10/09/2013	CPI QUALIFIED PLAN CONSULT INC	78.75
10/09/2013	131400063	A	10/09/2013	CZERWONKA, MIKE	23.87
10/09/2013	131400064	A	10/09/2013	DEININGER, SUE	34.93
10/09/2013	131400065	A	10/09/2013	DOBBS, JOANIE	211.51
10/09/2013	131400066	A	10/09/2013	EMPATHIA INC	238.00
10/09/2013	131400067	A	10/09/2013	GALLMAN, DARLENE	146.37
10/09/2013	131400068	A	10/09/2013	GRIBBLE, AMY	109.95
10/09/2013	131400069	A	10/09/2013	HAVLIK, LOUISA	92.43
10/09/2013	131400070	A	10/09/2013	MALONEY, STEVEN	4.98

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DATE	NUMBER	TYP	DATE	VENDOR	AMOUNT
10/09/2013	131400071	A	10/09/2013	MARLIN, ALISON	17.85
10/09/2013	131400072	A	10/09/2013	MILLER, KEITH	78.55
10/09/2013	131400073	A	10/09/2013	MUMM, JOANN	90.74
10/09/2013	131400074	A	10/09/2013	NASCO	1,537.92
10/09/2013	131400075	A	10/09/2013	PER MAR SECURITY SERVICES	618.60
10/09/2013	131400076	A	10/09/2013	ROTH, JERRY	368.52
10/09/2013	131400077	A	10/09/2013	WAHL, CARRIE	176.31
10/09/2013	131400078	A	10/09/2013	WOLLINGER, KIMBERLY	78.84
10/10/2013	131400079	A	10/10/2013	BOARDMAN & CLARK LLP	357.00
10/10/2013	131400080	A	10/10/2013	DOBBS, JOANIE	98.79
10/10/2013	131400081	A	10/10/2013	HORGEN, KATHRYN	69.97
10/10/2013	131400082	A	10/10/2013	KATZENMEYER, JENNY	50.00
10/10/2013	131400083	A	10/10/2013	LANDMARK SERVICES COOPERATIVE	10,039.10
10/10/2013	131400084	A	10/10/2013	MOSHER, KELLY	100.36
10/10/2013	131400085	A	10/10/2013	VIKEN, PENNY	159.69
10/30/2013	131400086	A	10/30/2013	ASHBY, VAUNCE	232.11
10/30/2013	131400087	A	10/30/2013	AUL HEALTH/MIDAMERICA ADMIN	90.00
10/30/2013	131400088	A	10/30/2013	BADGER SPORTING GOODS CO., INC	10,652.96
10/30/2013	131400089	A	10/30/2013	BAKER, TERESA	142.08
10/30/2013	131400090	A	10/30/2013	CESA #2	42,574.00
10/30/2013	131400091	A	10/30/2013	CITY GLASS COMPANY	180.24
10/30/2013	131400092	A	10/30/2013	GARD, LINDA	88.80
10/30/2013	131400093	A	10/30/2013	HEISSNER, TAMMY	91.02
10/30/2013	131400094	A	10/30/2013	JANES, CHERYL	23.31
10/30/2013	131400095	A	10/30/2013	KETTLE, MARY	42.18
10/30/2013	131400096	A	10/30/2013	KROHN, KIARA	42.18
10/30/2013	131400097	A	10/30/2013	MARLIN, ALISON	22.95
10/30/2013	131400098	A	10/30/2013	MUMM, JOANN	59.99
10/30/2013	131400099	A	10/30/2013	NASCO	2,243.56
10/30/2013	131400100	A	10/30/2013	REUTER, KARI	27.28
10/30/2013	131400101	A	10/30/2013	WIL-KIL PEST CONTROL	261.00

Totals for checks 575,431.84

