

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda
Wednesday, January 15, 2014
6:00 p.m.

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

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

	<u>Approx Time</u>
I. Roll Call: Dennis Hatfield Eric Busse Mason Braunschweig Tina Rossmiller John Rasmussen HS Rep. Hunter Johnson Kathi Swanson Sandra Spanton Nelson HS Rep. Marissa Haegele	1 min
II. Approve Agenda.	1 min
III. Public Announcements/Recognition/Upcoming Events: <ul style="list-style-type: none">• Wisconsin Association of School Board Convention (WASB) – January 22-24• Open Enrollment – February 3-April 30, 2014• Energy Fair – April 25, 2014	1 min
IV. Public Presentations.	5 min
V. Information & Discussion: <ul style="list-style-type: none">A. Number of Pay Periods.B. Facilities and Security Update.C. Wisconsin Association of School Boards Convention Resolutions.D. Elementary/Middle School Principal Search Update.E. Citizens Advisory Committee (CAC) Update.F. Employee Compensation Committees Update.G. Insurance Committee Update.H. Communications Committee Update.I. Press Box Update.J. School Board Election Update.K. Second Reading of Policies: #333-Student Privacy; #342.1-Programs for Students With Disabilities; #443.5-Electronic Communication Devices on School Premises; #460-Student Scholarships; #522.4-Employee Ethics/Conflict of Interest; and #850-Public Sales and Solicitations on School Premises.	70 min
VI. Public Presentations.	5 min
VII. Business (Action Items): <ul style="list-style-type: none">A. Approval of Community Survey.B. Approval of Open Enrollment Class Limits.C. Approval of Staff Changes: Co-Curricular Contract and Support Staff Resignation.D. Approval of Administrative Contracts.	10 min

- E. Approval of Evansville Community School District Flexible Benefit Plan Revision.
- VIII. Consent (Action Items): 2 min
- A. Approval of December 11, 2013, Regular and January 4, 2014, Financial Retreat Meeting Minutes.
- B. Approval of November Bills and Reconciliation.
- IX. January 29, 2014, Regular Meeting Agenda. 5 min
- X. Ten Minute Break. 10 min
- XI. Executive Session – Under Wisconsin State Statute 19.85(1)(c)(f) to Discuss Employees’ Matters, FMLA Request and Retirement Benefit, and District Administrator Evaluation. 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: 1/9/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda/Briefs
Wednesday, January 15, 2014
6:00 p.m.

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

	<u>Approx Time</u>
I. Roll Call: Dennis Hatfield Eric Busse Mason Braunschweig Tina Rossmiller John Rasmussen HS Rep. Hunter Johnson Kathi Swanson Sandra Spanton Nelson HS Rep. Marissa Haegele	1 min
II. Approve Agenda.	1 min
Suggested Motion: I move to approve the agenda as presented.	
III. Public Announcements/Recognition/Upcoming Events:	1 min
<ul style="list-style-type: none">• Wisconsin Association of School Board Convention (WASB) – January 22-24• Open Enrollment – February 3-April 30, 2014• Energy Fair – April 25, 2014	
IV. Public Presentations.	5 min
V. Information & Discussion:	70 min
A. <u>Number of Pay Periods</u> – <i>This item was asked to be on the agenda by a board member. Enclosed is information.</i>	
B. <u>Facilities and Security Update</u> – <i>Mr. Francis, Director of Buildings and Grounds, has enclosed information.</i>	
C. <u>Wisconsin Association of School Boards Convention Resolutions</u> – <i>Reminder to give your input on the resolutions to Ms. Spanton Nelson. You had received the resolutions in your December Board packet.</i>	
D. <u>Elementary/Middle School Principal Search Update</u> – <i>Enclosed is the principal search timeline.</i>	

- E. Citizens Advisory Committee (CAC) Update – Enclosed are the December 9th minutes of the Committee. They met on Thursday, January 9, to review the community survey. The survey is coming forward for approval later in the meeting.

- F. Employee Compensation Committees Update – The Committee’s met on Wednesday, January 8. Discussed purpose of Committee’s, goals and mission statement.

- G. Insurance Committee Update – The Committee cancelled their December 17th meeting. They meet again on January 14.

- H. Communications Committee Update – Enclosed are the November 6 and December 11 minutes. Committee met on Wednesday, January 8 and meet again on February 12.

- I. Press Box Update – Site visits to local school districts were conducted by Joe Francis, Brian Cashore, John Rasmussen and Ron Grovesteen to gather ideas for building a new press box. Bill Hoch from Blowfish Architects, Doreen Treuden and Jerry Roth met with this group, to review information from site visits and to discuss a press box design. Brian Cashore met with a representative for local builders to discuss plans to rebuild the press box. A press box design is scheduled to come to the Board in February.

- J. School Board Election Update – Enclosed is an alphabetical list of the School Board candidates. These candidates will be offered a paper copy of the future board packets. Election date is April 1, 2014.

- K. Second Reading of Policies: #333-Student Privacy; #342.1-Programs for Students With Disabilities; #443.5-Electronic Communication Devices on School Premises; #460-Student Scholarships; #522.4-Employe Ethics/Conflict of Interest; and #850-Public Sales and Solicitations on School Premises – These policies come forward with no changes since the last Board meeting. There are a number of policies that the Policy Committee will be reviewing prior to their second Board reading. The next Policy Committee meeting is scheduled for January 31st.

VI. Public Presentations.

5 min

VII. Business (Action Items):

10 min

- A. Approval of Community Survey – The Citizens Advisory Committee (CAC) is asking for your approval of the enclosed community survey. Once approved, the survey will go to print the next day and distributed on/about January 27, 2014.

Suggested Motion: I move we approve the community survey that was created by the Citizens Advisory Committee (CAC).

B. Approval of Open Enrollment Class Limits – *Enclosed is the criteria for the 2014-2015 open enrollment applications.*

Regular Education Spaces:

Suggested Motion: I move that we deny any open enrolled applications for grades KG-5 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).

Special Education Spaces:

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

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.

C. Approval of Staff Changes: Co-Curricular Contract and Support Staff Resignation – *Please approve the co-curricular contract for Timothy Paton, as the High School JV Baseball Coach. Tim has been a varsity baseball volunteer assistant the past 10 years and now officially joins our staff as a paid assistant. Tim will be paid a stipend of \$1,968.*

Suggested Motion: I move we approve the high school JV baseball coach contract of Timothy Paton for a stipend of \$1,968.

Please approve the resignation of Susan Shepperd, 3.5 hours special educational assistant, at TRIS, effective 1/8/14.

Suggested Motion: I move we approve the resignation of Susan Shepperd, effective 1/8/14.

D. Approval of Administrative Contracts – *Please approve the two year administrative contracts of: Joan Wick, Scott Everson, and Vaunce Ashby.*

Suggested Motion: I move we approve the two year, 2014-2016, administrative contracts, of Joan Wick, Scott Everson, and Vaunce Ashby as written.

- E. Approval of Evansville Community School District Flexible Benefit Plan Revision –
Enclosed is a resolution for approval.

Suggested Motion: I move we approve the following resolutions:

Resolved: that the Plan be amended in the form attached hereto, which amendment is hereby adopted and approved;

Resolved Further: that the appropriate officers of the Company be, and they hereby are, authorized and directed to execute said amendment on behalf of the Company;

Resolved Further: that the officers of the Company be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports documents or other information as may be required under applicable law.

- VIII. **Consent (Action Items): DO YOU WANT TO REMOVE ANY ITEMS?** 2 min
- A. Approval of December 11, 2013, Regular and January 4, 2014, Financial Retreat Meeting Minutes.
- B. Approval of November Bills and Reconciliation.

Suggested Motion: I move to approve the consent agenda items: December 11, 2013, regular and January 4, 2014, Financial Retreat meeting minutes, and the November bills and reconciliation, as presented.

Roll Call Vote -

- IX. **January 29, 2014, Regular Meeting Agenda.** *Enclosed is a draft of the January 29 agenda.* 5 min
- X. **Ten Minute Break.** 10 min
- XI. **Executive Session – Under Wisconsin State Statute 19.85(1)(c)(f) to Discuss Employees’ Matters, FMLA Request and Retirement Benefit, and District Administrator Evaluation.** 1 min

Suggested Motion: I move we move into executive session, under Wisconsin State Statute 19.85(1)(c)(f) to discuss employees’ matters, FMLA request and retirement benefit, and District Administrator evaluation.

Roll Call Vote -

Estimated time: 7:40 pm, prior to ten minute break.

MEMORANDUM

To: School Board
From: Jerry Roth, District Administrator
Re: Pay Periods and Employee Financial Management
Date: 1-08-14

On Tuesday, December 17, 2013, Doreen Treuden and I met with Kim Katzenmeyer and Dee Jay Redders to discuss pay periods. During the meeting we talked about the increased costs to the District of managing additional pay periods, Wisconsin Fair Labor Law and employee financial management.

As a result of our meeting, Dee Jay and I agreed that I would investigate methods in which banks and credit unions could assist employees with managing annual income earned in less than 12 months over a 12 month period. I contacted Sue Wilbur at Union Bank and Trust and asked the following questions:

- Can banks and credit unions help individuals manage annual income earned in less than 12 months over a 12 month period at no cost?
- Is there an industry standard process or set of procedures for helping individuals manage their money either with a single banking institution or among multiple banking institutions?
- Would UB&T be willing to provide a financial assistance document that would explain a step-by-step process for how individuals can work with any banking institution to manage money earned in less than 12 months over a 12 month period?

The answer to each of these questions was "yes". The attached document was created by Sue Wilbur at UB&T to help guide staff with managing 20 pay periods. This document has been sent to Dee Jay Redders and Kim Katzenmeyer to share with teachers.

UB&T Union Bank & Trust Company

P.O. BOX 15
EVANSVILLE, WI 53536

FAX: (608) 882-6889
PHONE: (608) 882-5200

www.ub-t.com

Jan. 7, 2014

To: Evansville School District Staff

Our goal is to offer suggestions that will enable you to budget for those summer months when you are not receiving paychecks as you have in the past. Here are 2 suggestions for transitioning from a 26 paycheck year to a 20 paycheck system.

Suggestion # 1

Stretching 20 into 26 using some math to figure out what you have to save each paycheck:

You get paid every two weeks during the school year.

Look at your net "take home" paycheck amount, multiply by 20 and divide by 26.

This is what you have available to spend each pay period.

Subtract this from your take home pay to find out what you need to save.

Direct this amount into a savings account for those summer months.

Example:

Take home pay \$1800 x 20 pay periods divide by 26 = \$1384.61

$\$1800 - \$1384 = \$416$

This works out to approximately 23% of your pay check going to savings.

Transfer into savings \$416 from each paycheck.

This will accumulate to \$8307 by summer ... to cover those 6 pay periods.

Suggestion # 2

The Financial Services Center uses this wealth management plan with some customers.

You may find this method worthwhile.

Create a budget. Figure out your monthly expenses and what you need to allow for each month.

Direct all your payroll checks into a savings account.

Transfer what is needed for your monthly budget into checking for paying bills/expenses.

Be sure to leave at least 23% of your net pay check in the savings for the summer months.

~~~~~  
Your bank can assist with setting up any transfers or you can use online banking and manage it yourself by setting up "reoccurring transfers".

Feel free to call on us at UB&T for assistance.

Best regards,



Stephen J. Eager  
President & CEO

*Evansville Brooklyn Belleville Oregon New Glarus*



2 East Main St.  
P.O. Box 15  
Evansville, WI 53536  
(608) 882-5200

210 Commercial St.  
Brooklyn, WI 53521  
(608) 455-2311

110 Greenway Cross  
Belleville, WI 53508  
(608) 424-1997

883 North Main St.  
Oregon, WI 53575  
(608) 835-2265

512 State Rd. 69  
New Glarus, WI 53574  
(608) 527-5700

Member  
**FDIC**



## 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.

# Evansville

## Community School District

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### MEMORANDUM

To: Jerry Roth, District Administrator  
From: Doreen Treuden, Business Manager  
Re: District Office Staffing  
Date: November 27, 2013

Below is an estimate of the cost to increase district office staff to accommodate the increased workload to administer multiple payroll cycles for 9-10 month employees. The increase would be adding additional work hours to the current district office part-time position. Currently the part-time position is 32 hours per week with no benefits from August to June 15. The part-time position would need to be full-time for 12 months. The additional cost to the District is estimated at \$30,515.92 assuming the full-time position would include full benefits.

|                                     |               |                    |
|-------------------------------------|---------------|--------------------|
| Current cost of part-time position: | Salary        | \$20,346.96        |
|                                     | Payroll tax   | <u>\$ 3,962.80</u> |
|                                     | Total         | \$24,309.76        |
| Cost of new full-time position:     | Salary        | \$33,280.00        |
|                                     | Payroll tax   | \$ 2,545.92        |
|                                     | WRS           | \$ 2,329.60        |
|                                     | Family Health | \$13,753.92        |
|                                     | Family Dental | \$ 1,776.00        |
|                                     | LTD           | \$ 313.92          |
|                                     | Life          | <u>\$ 826.32</u>   |
|                                     | Total         | \$54,825.68        |

# *Evansville Community School District*

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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: Teacher Payroll Schedule  
Date: April 8, 2013

Attached is the revised Employee Handbook language regarding the teacher payroll schedule. The Board is asked to approve the revised language that is now in compliance with Wisconsin law. Teachers will be paid bi-monthly beginning September 10 and conclude June 25 each school year with the exception of the 2013-14 transition year.

Transitioning the pay schedule from the current 26 paydays to 20 paydays causes a "gap" of 26 days without a paycheck for teachers. The last scheduled payday for 2012-13 is August 9 and the first payday for 2013-14 would be September 10. To eliminate the "gap" during this transition year, we are recommending the first payday for the 2013-14 school year for teachers will be August 23 and continue bi-monthly through June 10, 2014. The Board is asked to approve this one-time exception for the teacher pay schedule for the 2013-14 school year. Beginning with the 2014-15 school year and going forward, the bi-monthly 20 payday schedule for teachers will begin September 10 and conclude June 25.

## MEMO

To: Evansville Board of Education  
 From: Jerry Roth, District Administrator  
 Date: March 21, 2013  
 RE: Teacher Pay Periods Beginning 2013-2014

### Current pay schedule for Teachers

- Bi-weekly pay periods annualized over 26 paydays
- Pay periods were determined through negotiations and the teacher collective bargaining agreement
- The first teacher payday of the school year occurred in August before the start of the teacher work schedule
- Collectively bargained pay schedules took precedent over state law

### Employee Handbook Approved Pay Period Cycle

On November 12, 2012, the Board of Education approved the following language in the Employee Handbook for teacher payroll periods beginning with the 2013-14 school year:

- Teachers shall have their wages annualized over 24 pay periods beginning September 10 of each year and ending June 30 of each year. Teachers will receive pay on the 10<sup>th</sup> and 25<sup>th</sup> of each month except for the month of June. Each June teachers will receive 6 direct deposits of pay. The June direct deposits will be made on the 10<sup>th</sup>, 25<sup>th</sup>, and four additional days to be determined.
- **The approved Employee Handbook language on pay cycle for teachers was determined to be non-compliant with State Labor Law**
- Act 10 prohibits Districts from negotiating pay schedules
- State law requires employers to pay employees within 30 days of the completion of the work assignment
- For teachers, this means paying them in a 20 pay period cycle, beginning in September and ending in June. Paying teachers over 12 months using a 24 or 26 pay period cycle is deferring wages past the 30 day state law requirement

| 2012-2013                                                         | 2013-2014                                                        | 2013-2014                                                                                                                            |
|-------------------------------------------------------------------|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Current pay schedule                                              | *Option 1                                                        | Option 2                                                                                                                             |
| Bi-weekly pay periods                                             | Semi-monthly pay periods                                         | Semi-monthly pay periods                                                                                                             |
| 26 paychecks                                                      | 20 paychecks                                                     | Choice of 20 or 24 paychecks                                                                                                         |
| Aug. 24, 2012 – August 9 <sup>th</sup> , 2013                     | Sept. 10, 2013 – June 25, 2014                                   | Sept. 10, 2013 – June 10, 2014<br>or<br>Sept. 10, 2013 – Aug. 25 <sup>th</sup> , 2014                                                |
| First teacher paycheck occurs before the start of the school year | First teacher paycheck occurs after the start of the school year | To comply with state law, teachers must make choice every year                                                                       |
| Benefit contributions are the same for payroll purposes           | Benefit contributions are the same for payroll purposes          | Benefit contributions must be calculated using 20 pays and using 24 pays for payroll purposes and will need to be adjusted each year |

|                                            |                                                                                                                  |                                                                                                                   |
|--------------------------------------------|------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| CBA language took precedent over state law | In the absence of CBA – state law is in effect which requires paying employees within 30 days of performing work | Employers may offer an alternative pay schedule, but cannot eliminate the 20 payday option for 9 month employees. |
|--------------------------------------------|------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|

\*Transitioning from 26 paydays to 20 paydays causes a “gap” of 26 days without a paycheck for teachers. The last possible payday for 2012-13 is August 9<sup>th</sup> and the first payday for 2013-14 is September 10<sup>th</sup>. To eliminate the “gap” during this transition year, the first payday for the 2013-14 school year for the 20 payday cycle could be August 23<sup>rd</sup>. This would eliminate the “gap” during this transition year. The last payday for teachers would be June 10<sup>th</sup>, 2014. This would be a recommended option for this transition year only.

**District Administration is recommending the BOE approve Option 1.** Option 1 complies with state law and does not require additional staff time to administer the payroll. Option 1 allows for efficiencies because all 9-month employees (support staff and teachers) would be on the same payday schedule for the fiscal year.

Option 2 also complies with state law. This option would require additional staff time to set up an additional payday schedule for teachers in the first year. Additional staff time would be needed for ongoing administration of two payday schedules for teachers due to the annual selection process, adjustments to benefit contributions and annual reconciling for auditing purposes.

Board Action

On Monday, March 25, 2013, the Board of Education will discuss pay period cycle options for teachers: the required 20 pay period cycle only or the required 20 pay period cycle and an alternate 24 pay period cycle.

On Monday, April 8, 2013, the Board of Education will be asked to approve the required 20 pay period cycle only or the required 20 pay period cycle and an alternate 24 pay period cycle.

## **Facilities Projects 2013-2014**

### Elementary school,

1. Added onto the asphalt playground, and replaced some old worn out asphalt on the playground, \$15,939
2. Installed new doors at the Fair St. entrance, \$10,241
3. Installed card access at Fair St. doors, \$2,300
4. Installed new carpet in all Kindergarten classrooms. (all carpet replaced in the Elementary school and TRIS the total was \$22,417)

### Theodore Robinson,

1. Installed new carpet in LMC
2. Installed new carpet in computer lab
3. Installed new carpet in classroom next to computer lab
4. New roof on band and chorus room, \$30,000
5. New roof on lower roof behind gym, \$ 12,836
6. Installing doors in the hallways near the gym to keep people from wandering the halls after hours. \$15,000, job not completed.

### JC McKenna

1. New parking lot, \$23,791

### High School

1. Repaired football bleachers, Insurance claim
2. In the process of building new press box, Insurance claim
3. In the Spring we are replacing the running track. \$45,000, Boosters are paying for half

### District

1. Upgrading card access for entire District, \$16,000. Not completed
2. Boiler tune up on all boilers (grant coming from Focus on Energy), \$4,500. Have not received grant yet.

## **Projects in the works for the next year**

### Elementary School

#### Theodore Robinson

1. New roof over lobby and office area
2. New parking lot behind the gym

### Middle School

### High School

01/03/2014

## Safety and Security

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | New doors at Fair St. entrance with card reader. Done.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2.  | Scheduling the installation of doors in the hallways at the TRIS building. We are installing doors to stop people from wandering down the halls after hours. Hope to have installed by March 2014.                                                                                                                                                                                                                                                                                                                                      |
| 3.* | Upgrading the card access system so all the schools have the same capabilities. Instead of having to go to a special computer, the trained staff can "make new fobs" at their desk. This new system will also allow us to install cameras in each building, and we can install as many card readers at the doors as we need. With the adding of more card readers we will be able to get back some if not all of the building exterior door keys that have been assigned to staff. This work is scheduled to be complete by March 2014. |
| 4.* | We have received prices on the installation of cameras and buzzers for each main entrance at each school, including District Office. Date of install TBD based on price.                                                                                                                                                                                                                                                                                                                                                                |
| 5.* | Working with vendor on a repeater to work with the two way radios. No date at this time.                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 6.* | We are having the recess monitors do an online training course that deals with playground supervision. Tentative completion date of March 1, 2014.                                                                                                                                                                                                                                                                                                                                                                                      |
| 7.* | All recess supervisors will be given a bright colored vest to wear during recess. This is to make them readily visible. Vests have been ordered.                                                                                                                                                                                                                                                                                                                                                                                        |
| 8.* | Another item on the Security report was to eliminate the use of door wedges. I am talking with staff about not using them and will start having my staff collect the door wedges they find. My staff have also been instructed to make note of all doors they find propped open during the course of their shift and to get that list to me to see if we have "problem" areas.                                                                                                                                                          |

\*Relates to security audit report

## LEVI and JC McKenna Principals' Interview Timeline

| Date                                         | What is Happening                                                                           | Time       |
|----------------------------------------------|---------------------------------------------------------------------------------------------|------------|
| Monday, December 16 –<br>Friday, January 17  | Post on WECAN – Levi and JC<br>Principal Positions<br>and<br>Develop Interview Teams (2)    |            |
| Monday, January 20 –<br>Thursday, January 30 | Administrative Team Reviews<br>Applications and Selects<br>Candidates for Initial Screening | On WECAN   |
| Monday, February 3 –<br>Friday, February 14  | District Administrator Conducts<br>Screening Interviews on<br>Candidates                    |            |
| Monday, February 17 –<br>Friday, February 21 | Schedule Interviews With<br>Candidates                                                      |            |
| Tuesday, February 25                         | Parent Group and<br>Staff/Administrators Group<br>Interviews Levi Candidates                | All day    |
| Wednesday, February 26                       | Administrative Team Selects Levi<br>Next Round Candidates                                   | AM meeting |
| Thursday, February 27                        | Parent Group and<br>Staff/Administrators Group<br>Interviews JC Candidates                  | All day    |
| Friday, February 28                          | Administrative Team - Selects JC<br>Next Round Candidates                                   | AM meeting |
| Tuesday, March 4                             | Administrative Team - Interviews<br>Levi Finalists/Choose Final<br>Candidate                | AM         |
| Tuesday, March 4                             | Administrative Team - Interviews<br>JC Finalists/Choose Final<br>Candidate                  | PM         |
| Wednesday, March 12                          | 1 Candidate for Each Position for<br>Board Approval                                         |            |



## EVANSVILLE COMMUNITY SCHOOL DISTRICT

### Citizens Advisory Committee (CAC) Minutes December 9, 2013

The Citizens Advisory Committee (CAC) Meeting was held on Monday, December 9, 2013, at 6:04 pm in the District Board and Training Center.

#### **Welcome and Introduction**

Members in attendance: Jami Becker, Jeanna Blume, William Davis, Tracy Hall, Phil Hamilton, Bill Hartje, Jennifer Hauxwell, Amanda Koenecke, Greg Kuelz, Kurt Kruger, Bryan Rudser, and Tiffini Schwenn. Bridget Rolek arrived at 6:10 pm. Absent members were: Dustin Fischer, Brad Boll, Ally Krueger, and Tris Lahti.

Amanda Koenecke called the meeting to order and asked for approval of the November 18 meeting minutes. Motion by William Davis, seconded by Bill Hartje, moved to approve the November 18 minutes with a change, the Board will be in attendance at the CAC meeting on February 25, 2014. Approved, voice vote.

Reminder of meeting changes: January 27, 2014, and February 10, 2014, were taken off the calendar, and December 16, 2013, was added into the calendar. All members are encouraged to attend these future meetings so we are able to go over the survey drafts for the Board approval. The Board will be in attendance at the CAC Meeting on February 24, 2014. Tonight we will go over draft 8 of the survey with draft 9 to follow later in the week.

#### **EVANSVILLE COMMUNITY SCHOOL DISTRICT**

Amanda Koenecke presented the meeting tonight, going over draft 8 of the survey. Starting with the first page of the survey, we made a few changes by adding the District website so those seeking more information or help, can look there. They will also be able to find more information and background on CAC minutes, members, and about what we do. Once the survey is closer to be sent out the public, the information on how often we have met, and amount of time spent will be updated.

#### **RESPONDENT INFORMATION**

Second page we noted that the volunteer section question was taken out completely. Parent/Guardian was also added into the relationship question. We also decided to make a change from using the word Taxpayer to using the word Citizen.

#### **PROGRAMS AND SERVICES**

Page 3 we briefly discussed the length of items listed, as to what people thought would be most successful and how we are doing in each category. While some thought the list was too long, we as a committee felt it was important to know how well we are doing in each of the following areas, and if we need to improve at all.

#### **FUTURE PLANNING**

Page 4 we decided to take out the sentence that read "The District has not asked voters for this type of funding in the past." That sentence appears twice, in that section. In the **Facility Maintenance** section, we took out a few of the bullets, they are as follows (Plumbing and electrical, Addressing ADA compliance issues, and Locker replacement). We made a change to this bullet (Repair/replacement of exterior windows and doors to improve efficiency).

#### **SCHOOL SAFETY/SECURITY**

On page 4 there was debate on the topic as well, whether or not to keep it. Some felt school security, and the need for a police officer on site would benefit the school, students, and staff. It did not come from a safety audit like the intro paragraph states; it actually came from Sandy Hook, and multiple concerns from parents. We felt it was necessary to possibly include % of school that do have a security officer in place. We also would like to see exact cost for a year's salary; the school would need to pay, to have one on site.

### **UPDATING TECHNOLOGY**

On page 5 we felt it was important to either underline or have in bold, the fact that we would be purchasing refurbished computers.

### **UPDATING CURRICULUM**

Again on page 5, we want to see (Paper and Electronic) budgets underlined and or in bold type. We would also like to see bold emphasis on the bullets.

### **STAFF RETENTION**

There were many concerns as to how to word the introduction paragraph. Some felt it was not necessary to mention how many of our staff has left, but focus on the possible funding to keep staff within our district. Some staff was given an exit survey to fill out once they leave, and Jerry pointed out, that wage was not the number one reason. If Evansville applied the average needed we would need an additional \$254,519 per year. Wage increases have averaged 2.07%.

### **FACILITY PLANNING**

Page 6, we decided to cross out all the bullets, and add we have significant deficiencies, and leave it at that. We then took off the part that said to address the above items. We added **indoor** swimming pool for community use.

### **4-YEAR-OLD KINDERGARTEN**

We decided to keep this section for now, and hope to have more info on this subject at next week's meeting.

### **BLOCK SCHEDULING**

This section was completely taken out.

### **OVERALL SATISFACTION**

We took out the question of "I am satisfied with the financial management of the Evansville Community School District." And we added the question, "Would you recommend the Evansville School District to others."

### **PARENTS ONLY**

There was debate on whether or not to keep this page at all, with the possibility of singling those that have chosen to take the survey. There was the thought of moving this page closer to the beginning of the survey verses at the end. We also took out the exclamation mark after Parents only.

We also had a Funding Summary handout that Doreen gave us, so we had the numbers to plug in throughout the survey. As we went through each section, we plugged in the numbers to go along with the different survey questions, and how much the District was going to be asking for their budget needs.

### **FUTURE AGENDA**

The next meeting of the CAC will be held on Monday December 16, 2013. We will continue with the next draft of the survey at this meeting.

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

### **ADJOURN**

The meeting adjourned at 8:02 pm

Submitted by Jeanna Blume, Secretary of the Citizens Advisory Committee

Approved: 12/16/13

Communications Committee  
ECSD Board of Education  
November 6, 2013  
Minutes

Committee Members Present: John Rasmussen, Kathi Swanson, Jerry Roth and Doreen Treuden

A motion was made by John Rasmussen, seconded by Kathi Swanson to approve the minutes of October 2, 2013. Motion passed 4-0.

Mr. Jerry Roth handed out a document listing the different communications that is currently conducted in the individual buildings. Discussion regarding the list (document attached). Suggestion to get sample communication plans. Mrs. Treuden has a couple and will send to members to review. Mr. Roth will contact other District Administrators to see if they have plans the committee can review.

Discussion of a plan to communicate and promote Community Survey in order to maximize the number of responses. Suggestions included: Postings in prominent places, Ad in Evansville Review, Sessions at the library and in the schools, Presentations to PTO, Principals discuss at staff meetings, Post on Chamber of Commerce News, Identify key people to distribute flyers or spread the word (Day Cares, Evansville Manor/The Heights, Churches, etc.), Co-curricular events. Mr. Roth will contact Mr. Bill Foster to see if he has suggestions for promoting the survey.

Agenda for Next Meeting

- Review Sample Communication Plans and suggestions from Mr. Bill Foster
- Possible Expansion of Committee
- Continued Communication with Open Enrollment Families

Next meeting to be held on December 11, 2013, from 8:00 – 10:00 a.m.

Approved: 12/11/13

Communications Committee  
ECSD Board of Education  
December 11, 2013  
Minutes

Committee Members Present: John Rasmussen, Kathi Swanson, Jerry Roth and Doreen Treuden

A motion was made by John Rasmussen, seconded by Kathi Swanson to approve the minutes of November 6, 2013. Motion passed 4-0.

Discussion of a plan to communicate and promote the Community Survey in order to maximize the number of responses. Attached is the proposed document. This document will be shared with the Community Advisory Committee for review.

The following agenda items were deferred to the next meeting: Review Sample Communication Plans, Possible Expansion of Committee and Continued Communication with Open Enrollment Families.

Agenda for Next Meeting

- Review Sample Communication Plans
- Possible Expansion of Committee
- Continued Communication with Open Enrollment Families

Next meeting to be held on January 8, 2014, at 8:30 a.m.

Approved: 1/8/14

# EVANSVILLE COMMUNITY SCHOOL DISTRICT

**Tuesday, April 1, 2014 ELECTION**

## **SCHOOL BOARD MEMBER CANDIDATES**

**Three open seats for three year term**

**One open seat for a one year term**

NOT BALLOT ORDER

|                                                                                      |
|--------------------------------------------------------------------------------------|
| Zachory T. Beaver Sr.<br>122 Prentice Street<br>Evansville, WI 53536<br>608-295-1482 |
| Mason C. Braunschweig<br>590 W. Main Street<br>Evansville, WI 53536<br>608-531-1722  |
| Melissa M. Hammann<br>250 Eager Court<br>Evansville, WI 53536<br>608-882-9993        |
| Amanda Koenecke<br>570 W. Main Street<br>Evansville, WI 53536<br>608-490-0062        |
| John Rasmussen<br>576 Garfield Avenue<br>Evansville, WI 53536<br>608-882-6525        |
| Kathi Swanson<br>4322 N. Cornfield Drive<br>Evansville, WI 53536<br>608-728-1045     |

Voters will vote for four.

Any questions, feel free to contact Kelly Mosher, 608/882-3387. Elect.doc

## 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

Revised: March 20, 2000

342

Revised: July 9, 2001

342.1

Revised: December, 2013

Revised:

1<sup>st</sup> Reading: 12/11/13; 2<sup>nd</sup> Reading: 1/15/14

## 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



Revised: May 12, 2003

443.5

Revised: June 28, 2004

Revised: February 11, 2008

Revised:

1<sup>st</sup> Reading: 12/11/13; 2<sup>nd</sup> Reading: 1/15/14

## ELECTRONIC COMMUNICATION DEVICES ON SCHOOL PREMISES

The Evansville Community School District restricts student use of electronic communication devices while on premises owned or rented by or under the control of a school of the Evansville District.

Electronic devices such as cell phones, music players, game players, and PDA's shall not be used in any way that disrupts the learning environment. Devices may only be used before the start of the school day or after the end of the school day unless the written policy of the building provides otherwise. Devices at grades K-12 are governed by the student handbooks.

Administrative approval may be given if circumstances indicate other use is necessary. Devices such as phones or cameras may not be used in restrooms or locker rooms at any time. Failure to follow these guidelines will result in confiscation of the device and it will only be returned to the parent/guardian. Further consequences, up to and including expulsion, may be necessary depending on the severity of the offense.

During local or other emergencies, an announcement may be made for all student electronic communication devices to be turned off, so emergency networks are not overwhelmed.

Building principals shall inform students and their parents/guardians of this policy by publishing the above statement along with the details of use in the building in the student and parent handbooks.

Legal Ref.: Sections 118.258 Wisconsin Statutes (Electronic Communication Devices Prohibited)

120.13(1) (School Board Powers)

947.0125 (Unlawful Use of Computerized Communication Systems)

995.50(2)(a) (Right of Privacy)

Revised: January 11, 1993  
Revised: April 13, 1998  
Revised: March 13, 2000  
1<sup>st</sup> Reading: 12/11/13; 2<sup>nd</sup> Reading: 1/15/14

460

## STUDENT SCHOLARSHIPS

The high school 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.

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 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.

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

Revised: January 12, 2004

522.4

Revised: July 9, 2012

Revised:

1<sup>st</sup> Reading: 12/11/13; 2<sup>nd</sup> Reading: 1/15/14

## 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. 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:  
1<sup>st</sup> Reading: 12/11/13; 2<sup>nd</sup> Reading: 1/15/14

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

# **ECSD** Evansville Community School District

As the District Administrator, my appreciation for what makes our community special continues to grow. As an educator, parent, and community member, one of my top priorities is to understand what the District does well and where we need to improve. To help accomplish this goal, a Citizens Advisory Committee (CAC) consisting of community volunteers was formed last fall.

To date, the CAC has met seven times, reviewing the following information sources:

- Overview of the District's financial status and how schools are funded
- Facilities Condition Report including an assessment of roofs, windows and exterior building conditions
- Enrollment history and recent projections
- Technology audit
- School security and safety audit

More information on the CAC's work done to date and background information can be found on the District's website: <http://www.ecsdnet.org/School-Board/Committees/index.html>

The next step in the CAC's planning process is gathering feedback through this District-wide survey. Ultimately, our plans going forward must reflect the priorities of taxpayers, as well as our students, staff and families. Therefore, we need your input. Your survey responses will be kept confidential and returned directly to School Perceptions, an independent Wisconsin-based firm with expertise in conducting community surveys.

**To save on expenses, we encourage you to take the survey online before February 17<sup>th</sup>:**

1. Simply go the website: **[www.survey2000.com](http://www.survey2000.com)**
2. Enter the Survey Access Number: **<survey number>**
3. Take the survey!

To receive the survey translated into Spanish or for additional Survey Access numbers for other adult(s) in your household, please call the District Office at 608.882.3387 or email [mosherk@evansville.k12.wi.us](mailto:mosherk@evansville.k12.wi.us). If you do not have Internet access, please complete the survey and drop it off at a school office or mail it to:

School Perceptions  
319 East Washington Street  
Slinger, WI 53086

The CAC's recommendations, based on survey results, will be reported at a Board of Education meeting on March 12 and will also be available on the District website at [www.ecsdnet.org](http://www.ecsdnet.org). Thank you for taking the time to complete this survey.

Sincerely,

Jerry Roth  
District Administrator

**Respondent Information** *Please check your response to each of the following:.*

What is your age?     18-25     26-35     36-45     46-55     56-64     65+

**In which city or township do you reside?**

- Evansville     Center     Janesville     Magnolia  
 Porter     Union     Brooklyn     Rutland  
 Do not live in the District

**Do you live in the Evansville Community School District?**     Yes     No     Not sure

**Are you an employee in the District?**     Yes     No

**Do you have child(ren) attending the District?**     Yes     No

**How often have you attended a District-sponsored event (athletics, conferences, performances) in the past year?**

- 0     1-5     6-10     More than 10

**How often have you volunteered in the District in the past year?**

- 0     1-5     6-10     More than 10

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

- Evansville High School     JC McKenna Middle School     Theodore Robinson Intermediate  
 Levi Leonard Elementary School     Private/Parochial School     Public school outside of district  
 Home schooled     Other

**Please mark ALL other relationships you have with the Evansville Community School District:**

- Parent/guardian of child(ren) younger than elementary school age  
 Parent/guardian of Evansville graduate(s)  
 Grandparent/relative of Evansville student(s)  
 Graduate of Evansville Schools  
 Volunteer at Evansville Schools

**How would you like to receive information regarding the Evansville Community School District?** (Mark all that apply)

- School/District mailings     School/District website     Attend community meetings  
 Attend Board meetings     Attend school meetings     Evansville Review  
 Janesville Gazette     Automated phone notification     Instant/Text Messaging  
 Facebook     Email

**Comments/suggestions to improve communication:**

**Optional Information:** *If you are interested in receiving more information regarding volunteer opportunities, please provide your name, email and phone number below or contact the District Office at 608.882.3381. School Perceptions will ensure your name will not be connected to your survey responses.*

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

| Programs and Services                                          | How important is this item to the success of our students? |           |                    |               | How are we doing? (staff/parents only) |      |      |      |            |
|----------------------------------------------------------------|------------------------------------------------------------|-----------|--------------------|---------------|----------------------------------------|------|------|------|------------|
|                                                                | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Advanced placement courses (AP)                                | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Agriculture                                                    | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Art                                                            | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Business education                                             | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Career planning                                                | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Competitive athletics                                          | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Computer/Technology literacy                                   | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Drama                                                          | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| English/Language arts                                          | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Extra-curricular activities/clubs                              | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Family & Consumer education (Home economics)                   | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Foreign language                                               | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Health                                                         | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Industrial/Technology education                                | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Library/Learning center                                        | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Math                                                           | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Music (Band/vocal/general music)                               | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Physical education                                             | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Preparation for college                                        | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Programming for gifted students (advanced learners)            | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Programming for special education students                     | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Programming for students at-risk of not graduating             | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Programming for students whose primary language is not English | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Reading                                                        | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Science                                                        | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |
| Social studies                                                 | Absolutely Critical                                        | Important | Somewhat Important | Not Important | Great                                  | Good | Fair | Poor | Don't Know |

Comments/suggestions:



**Funding for Operations** For the last 20 years, the State of Wisconsin has capped school revenues at a rate that has not kept up with District expenses. To balance the budget, the District has reduced course offerings, staff, wages and benefits. Classroom and technology budgets have been reduced and facility repairs have been delayed. Based on the current state budget proposal, school districts will receive limited additional funding for at least the next two years. This presents very difficult decisions for local school districts and community members as the only way to increase revenue without additional significant budget cuts or reductions is to hold an operational referendum.

**Retaining/Attracting Employees** Wage increases in other districts in our area averaged 2.07% last year. If Evansville applied this average increase to all employee wages over each of the next four years to remain competitive, an additional \$2,600,000 would be needed.

|                                                                                                                                                                                                                                          |                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Would you support additional funding to retain and attract District employees?</b></p> <p><i>(Representing an estimated average annual tax impact of \$79.80 for each \$100,000 of a home's value for the next four years)</i></p> | <input type="checkbox"/> Definitely yes<br><input type="checkbox"/> Probably yes<br><input type="checkbox"/> Undecided/need more info<br><input type="checkbox"/> Probably no<br><input type="checkbox"/> Definitely no |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Updating Curriculum** Many curriculum areas have not been updated for 10 years. The curriculum and textbook (both paper and electronic) budgets have been reduced to \$20,000 per year to balance the budget. The estimated cost to update educational resources grades K-5 is \$100,000 and for grades 6-12 is \$125,000 per subject. Based on the required state standards, the following subject areas will need renewal within the next five years:

- K-12 English/language arts, technology literacy, science, music, visual arts, math and social studies
- 6-12 Career/technical education, health and Spanish/world language

Our plan calls for making one major curriculum adoption per year for each of the next four years.

|                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Would you help the District upgrade curriculum and textbooks by supporting a \$900,000 referendum (\$225,000/year for 4 years)?</b></p> <p><i>(Representing an estimated average annual tax impact of \$23.19 for each \$100,000 of a home's value for the next four years)</i></p> | <input type="checkbox"/> Definitely yes<br><input type="checkbox"/> Probably yes<br><input type="checkbox"/> Undecided/need more info<br><input type="checkbox"/> Probably no<br><input type="checkbox"/> Definitely no |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**School Safety/Security** The District received a safety audit last fall that identified security upgrades that could be made including additional cameras and access control systems.

|                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Would you help the District upgrade security and safety systems by supporting a \$300,000 referendum (\$75,000/year for four years)?</b></p> <p><i>(Representing an estimated average annual tax impact of \$7.73 for each \$100,000 of a home's value for the next four years)</i></p> | <input type="checkbox"/> Definitely yes<br><input type="checkbox"/> Probably yes<br><input type="checkbox"/> Undecided/need more info<br><input type="checkbox"/> Probably no<br><input type="checkbox"/> Definitely no |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Police Liaison** Some parents have expressed a desire to increase the police presence on campus when school is in session. The District could hire a full-time police liaison officer to monitor all aspects of campus security and administer safety training programs for students and staff.

|                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Would you support spending approximately \$85,000 per year to add a full-time police liaison officer to increase campus security?</b></p> <p><i>(Representing an estimated average annual tax impact of \$8.76 for each \$100,000 of a home's value for the next four years)</i></p> | <input type="checkbox"/> Definitely yes<br><input type="checkbox"/> Probably yes<br><input type="checkbox"/> Undecided/need more info<br><input type="checkbox"/> Probably no<br><input type="checkbox"/> Definitely no |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Comments/suggestions:**

**Facility Maintenance** Last fall, the District received a facility study that identified over \$3 million of maintenance needs across the District. Critical issues needing to be addressed over the next four years include:

- Roof replacements
- Heating/ventilation replacement and upgrades
- Sidewalk and parking lot repairs
- Repair/replacement of exterior windows/doors to improve energy efficiency

While the buildings have been well maintained, these major expenses cannot be covered in the annual budget. A budget of \$700,000/year is needed to fully fund ongoing building maintenance and enhancements.

|                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Would you help the District address major maintenance needs by supporting a \$2,800,000 referendum (\$700,000/year for four years)?</b></p> <p><i>(Representing an estimated average annual tax impact of \$72.16 for each \$100,000 of a home's value for the next four years)</i></p> | <input type="checkbox"/> Definitely yes<br><input type="checkbox"/> Probably yes<br><input type="checkbox"/> Undecided/need more info<br><input type="checkbox"/> Probably no<br><input type="checkbox"/> Definitely no |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Updating Technology** The Board and Administration is committed to integrating technology into the learning experience for all students. The District recently received a technology assessment and prioritized the following items:

- Replace network infrastructure. This includes replacement of obsolete network wiring, upgrading wireless access points to deliver reliable WiFi and increasing bandwidth to meet data use demands.
- Upgrade the server & storage capacity.
- Replace aging computers. Our computer replacement cycle has relied heavily on purchasing refurbished equipment and receiving second-hand computers. At the end of the 2013-14 school year, 75% of the networked computers will be six - nine years old and no longer under warranty. Newer software does not run well on these computers.

A budget of \$380,000/year, which includes purchasing refurbished computers, is needed to fully fund the items listed above for each of the next four years.

|                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Would you help the District upgrade the technology infrastructure and replace computers by supporting a \$1,520,000 referendum (\$455,000/year for four years)?</b></p> <p><i>(Representing an estimated average annual tax impact of \$43.80 for each \$100,000 of a home's value for the next four years)</i></p> | <input type="checkbox"/> Definitely yes<br><input type="checkbox"/> Probably yes<br><input type="checkbox"/> Undecided/need more info<br><input type="checkbox"/> Probably no<br><input type="checkbox"/> Definitely no |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Comments/suggestions:**

**4-Year-Old Kindergarten** As of this school year, nearly 90% of Wisconsin school districts offer 4-year-old kindergarten. Research has shown the benefits of 4-year-old kindergarten in accelerating language and reading development. A special 4K Investigation Committee was formed this past fall to study this issue.

|                                                                                |                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Would you support the District offering 4-year-old kindergarten?</b></p> | <input type="checkbox"/> Definitely yes<br><input type="checkbox"/> Probably yes<br><input type="checkbox"/> Undecided/need more info<br><input type="checkbox"/> Probably no<br><input type="checkbox"/> Definitely no |
|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Facility Planning** The middle school was built in 1921 and upgraded several times through 2002. This fall, Apex Building Consultants completed a facility study that identified several significant deficiencies.

|                                                                                                                                       |                                                                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Conceptually, what advice would you give the Board in terms of addressing the middle school needs at some point in the future?</p> | <input type="checkbox"/> Renovate the middle school<br><input type="checkbox"/> Replace the middle school<br><input type="checkbox"/> Not sure |
|---------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>In 2020, the District will pay off a large loan associated with the high school building project.</p> <p><b>Given this information, when should the District plan to renovate/replace the middle school?</b></p> | <input type="checkbox"/> Within the next 1-3 years<br><input type="checkbox"/> Within the next 4-6 years<br><input type="checkbox"/> In 2020<br><input type="checkbox"/> Sometime after 2020<br><input type="checkbox"/> Never<br><input type="checkbox"/> Not sure |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Comments/suggestions:

**Overall Satisfaction**

|                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>I am satisfied with the educational programs of the Evansville Community School District.</p>                                                                                                                                                                                                     | <input type="checkbox"/> Strongly Agree <input type="checkbox"/> Agree <input type="checkbox"/> Disagree <input type="checkbox"/> Strongly Disagree <input type="checkbox"/> Don't Know                                            |
| <p>I would recommend the Evansville Community School District to families.</p>                                                                                                                                                                                                                       | <input type="checkbox"/> Strongly Agree <input type="checkbox"/> Agree <input type="checkbox"/> Disagree <input type="checkbox"/> Strongly Disagree <input type="checkbox"/> Don't Know                                            |
| <p>I am satisfied with the communication that comes from the Evansville Community School District.</p>                                                                                                                                                                                               | <input type="checkbox"/> Strongly Agree <input type="checkbox"/> Agree <input type="checkbox"/> Disagree <input type="checkbox"/> Strongly Disagree <input type="checkbox"/> Don't Know                                            |
| <p><b>Overall, how satisfied are you with the Evansville Community School District?</b></p>                                                                                                                                                                                                          | <input type="checkbox"/> Very Satisfied <input type="checkbox"/> Satisfied <input type="checkbox"/> Not Satisfied <input type="checkbox"/> Very Unsatisfied <input type="checkbox"/> No Opinion                                    |
| <p><b>Property Value Impact:</b> The value of a person's home can be negatively or positively impacted as a result of the perceived quality of the District.</p> <p><b>Overall, how do you feel the perceived quality of the Evansville Community School District affects your home's value?</b></p> | <input type="checkbox"/> Negative impact<br><input type="checkbox"/> No impact<br><input type="checkbox"/> Positive impact<br><input type="checkbox"/> Not sure<br><input type="checkbox"/> Do not live/own a home in the District |

Comments/suggestions:

**Parents Only** A strong partnership between parents and the school is a key to student success. Therefore, we are asking only parents of current students to answer the following questions. If you have more than one child in our District, please respond for your oldest child.

**Communications**

|                                                                   |                |       |          |                   |                           |
|-------------------------------------------------------------------|----------------|-------|----------|-------------------|---------------------------|
| I know how to get school information when I need it.              | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |
| I receive enough information to understand my child's progress.   | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |
| I am satisfied with the communication that comes from the school. | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |

**Engagement**

|                                                                                                       |                |       |          |                   |                           |
|-------------------------------------------------------------------------------------------------------|----------------|-------|----------|-------------------|---------------------------|
| I feel welcomed at my child's school.                                                                 | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |
| I have at least one school staff member I feel comfortable contacting when I have an idea or concern. | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |
| My school provides appropriate opportunities for parental involvement.                                | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |

**School Environment**

|                                                               |                |       |          |                   |                           |
|---------------------------------------------------------------|----------------|-------|----------|-------------------|---------------------------|
| My child feels safe at school.                                | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |
| School facilities are clean and well-kept.                    | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |
| I am satisfied with our school's efforts to address bullying. | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |

**Learning**

|                                                                          |                |       |          |                   |                           |
|--------------------------------------------------------------------------|----------------|-------|----------|-------------------|---------------------------|
| When my child has a problem at school, he/she knows how to get help.     | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |
| Teachers personalize instruction to meet my child's needs.               | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |
| Teachers provide me with suggestions on how I can help my child at home. | Strongly agree | Agree | Disagree | Strongly disagree | Don't know/ doesn't apply |

**Comments/suggestions:**

***Thank you for your participation. We sincerely value your time and feedback!***

Evansville Community School District  
340 Fair Street  
Evansville, WI 53536

Non-Profit Organization  
U.S. Postage  
PAID  
Evansville, WI  
Permit No. XXX

*Important Evansville  
Community School District  
Survey Enclosed*

**ECSD**

***Please complete the survey by mail or online  
before February 17th.  
We need your input!***

## 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 – 5<sup>th</sup> 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 - ECH  | 7        | 1.5                     | 12         | 12             | No space         |
| Levi        | 8        | 2.5                     | 20         | 22             | No space         |
| TRIS        | 9        | 4                       | 36         | 38             | No space         |
| JC McKenna  | 14       | 3.5                     | 49         | 49             | No space         |
| High School | 15       | 4.5                     | 67         | 67             | 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 ECH and grades K-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       | 1 PT<br>1 PTA | 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.**

# Evansville

*Community School District*

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## MEMO

To: Evansville Board of Education  
From: Doreen Treuden, Business Manager  
Re: Resolution to Amend the District Flexible Benefit Plan Document  
Date: January 3, 2014

Attached you will find a resolution for Board of Education approval. For compliance purposes, the District Flexible Benefit Plan document needs to be revised so that the language matches the District Health Insurance Plan in regards to qualify for the benefits. The specific language being changed is under Section 8b of the District Flexible Benefit Plan. Please let me know if you have any questions.



**EVANSVILLE COMMUNITY SCHOOL DISTRICT  
FORMAL RECORD OF ACTION**

The following is a formal record of action taken by the governing body of Evansville Community School District (the "Company").

With respect to the amendment of the Evansville Community School District Flexible Benefit Plan (the "Plan"), the following resolutions are hereby adopted:

**RESOLVED:** That the Plan be amended in the form attached hereto, which amendment is hereby adopted and approved;

**RESOLVED FURTHER:** That the appropriate officers of the Company be, and they hereby are, authorized and directed to execute said amendment on behalf of the Company;

**RESOLVED FURTHER:** That the officers of the Company be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports documents or other information as may be required under applicable law.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EVANSVILLE COMMUNITY SCHOOL DISTRICT  
FLEXIBLE BENEFIT PLAN**

**AMENDMENT**

**WHEREAS**, Evansville Community School District (the "Company") maintains the Evansville Community School District Flexible Benefit Plan (the "Plan") for the benefit of certain of its employees; and

**WHEREAS**, Pursuant to Section 8.01 of the Plan, the Company desires to amend the Plan;

**NOW, THEREFORE**, the Plan is hereby amended by substituting the following in the Adoption Agreement, effective as of 01/01/2014:

**B. ELIGIBILITY.**

**8a.** Indicate whether the Plan will make any other revisions to the term "Eligible Employee":  
[ X ] Yes [ ] No

**8b.** If **B.8a** is "Yes", describe any further modifications to the term "Eligible Employee": **FSA eligibility and service requirements are the same as the Employer Sponsored Group Health Plan.**

**IN WITNESS WHEREOF**, the Company has caused this Amendment to be executed this \_\_\_\_ day of \_\_\_\_\_, 2013.

EVANSVILLE COMMUNITY SCHOOL DISTRICT:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

V3.00-3.00

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, December 11, 2013, at 6:00 pm in the District Board and Training Center.

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

**APPROVE AGENDA**

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved to approve the agenda as presented. Motion carried, 7-0 (voice vote).

**PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS**

- Adult School Crossing Guard Recognition Week – January 13-17, 2014
- Wisconsin Association of School Board Convention (WASB) – January 22-24, 2014
- Open Enrollment – February 3-April 30, 2014
- Mason Braunschweig recognized by City of Evansville for serving on the city council
- Generous \$1,000 donation from Jan Klein, Evansville Education Foundation, to TRIS for book room
- Ron Grovesteen was inducted into the Albany Hall of Fame

**PUBLIC PRESENTATIONS**

None.

**DISTRICT ADMINISTRATOR REPORT**

Mr. Roth's submitted report was updates on the press box, JEDI and Employee Compensation Committee. Discussion.

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

Ms. Haegele and Mr. Johnson's submitted report was on high school events. Ms. Landers, Ms. Havlik, Ms. Wick, Mr. Flaherty, Mr. Everson, and Ms. Ashby's submitted reports included good things in our buildings. Ms. Landers added that changes for Educator Effectiveness are taking place and that Evansville and Oregon have submitted a consortium Peer Mentoring Grant. Ms. Havlik added that an article will be in the Evansville Review on teacher Heather Hanson and students entering a math contest. Ms. Wick added that the 4<sup>th</sup> graders had a concert in November, her school has applied to be a pilot school for the new WKCE assessment, and leadership team is working on a new report card and grading scale. Discussion.

**INFORMATION & DISCUSSION**

Business Manager, Ms. Treuden, had submitted information on the 2012-2013 audited financial statements.

Mr. Busse shared Sandi Spanton Nelson will be the Wisconsin Association of School Boards Convention delegate and himself the alternate. The resolutions were shared and any comments on these should go to Ms. Mosher.

Mr. Roth asked to set a date in January for the 2014-2015 Board budget retreat. Discussion. Consensus to hold meeting on January 18, with it possibly on January 4.

Mr. Roth presented open enrollment class limits for the Board to consider and approve in January. Discussion.

Mr. Roth shared the Citizens Advisory Committee (CAC) minutes of November 4. Amanda Koenecke, Chair of CAC, presented a draft survey to the Board for review. This is the Committee's 9<sup>th</sup> draft. Discussion. Next CAC meeting is Monday, December 16.

Mr. Roth asked the Board to attend a CAC meeting on February 24, 2014, to review the community survey results from School Perceptions.

Mr. Roth presented information on the employee compensation listening sessions on November 25 with teachers and support staff. Discussion.

Ms. Treuden shared minutes of Insurance Committee's last meeting. Next meeting is December 17, 2013.

Mr. Busse gave an update on school board election: John Rasmussen, Kathi Swanson, and Mason Braunschweig have turned in papers to run for school board. Mr. Hatfield indicated he would not seek reelection.

Ms. Rossmiller presented for a first reading, 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. Discussion. Suggestions to Policy Committee to review. Policies #343.3-Virtual School Program, #343.3 Form-Virtual School Program Form, and #343.31-Virtual School Program-Administrative Rule, were not included in the Board packets. Policy Committee to review. Policy #851-Advertising in the Schools; Policy Committee looking for direction the Board wants to go. Discussion. Policy Committee to review.

#### **PUBLIC PRESENTATIONS**

Teacher, Kim Katzenmeyer, spoke on pay periods.

Support staff, Ivy Otto, spoke on supporting support staff.

#### **BUSINESS (Action Items)**

Motion by Ms. Rossmiller, seconded by Mr. Rasmussen, moved to approve the 2014-2015 budget development process as presented. Motion carried, 7-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved 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. Discussion. Ms. Spanton Nelson recused herself. Motion carried, 5-1 (Hatfield)(voice vote).

Motion by Mr. Rasmussen, seconded by Ms. Spanton Nelson, moved to 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. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to approve the voicemail and telephone system, option 2, \$93,345.64 budget impact for three years, as presented. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to approve the use of Fund Balance not to exceed \$280,036.92. Discussion.

Motion amended by Mr. Hatfield, seconded by Mr. Braunschweig, to add language, to pay for the upgrading of the voicemail and telephone system. Motion carried, 7-0 (voice vote).

Original motion as amended carried, 7-0 (roll call vote).

Motion by Mr. Braunschweig, seconded by Mr. Rasmussen, moved we approve the use of up to \$280,036.92 to offset General Fund 10 budget expenses to engage in a three (3) year financing agreement for the purpose of upgrading the District telephone system. Motion carried, 7-0 (roll call vote).

Motion by Ms. Rossmiller, seconded by Mr. Braunschweig, moved to approve the copy machine vendor, Rhyme, with a five year lease at a cost not to exceed \$38,000 per year. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Spanton Nelson, moved to approve the 2014-2015 school calendar as presented. Discussion. Motion carried, 7-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Mr. Braunschweig, moved to approve the rolling contract extension, 2014-2015 to 2015-2016 for the District Administrator. Motion carried, 6-0-1 (Hatfield abstained)(voice vote).

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

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved to approve the consent agenda items: approval of policies, #529.45-Personal Leave, #534-Substitute Teacher Employment, #830 Form 3-Special Equipment/Materials or Setup Needed, #830 Form 4/860 Form 1-Community Walkers Agreement, and #110-Philosophy of the Evansville Community Schools, for removal, and updated #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, #111-District Vision, Mission, Objectives and Goals, #111.1-Expectations of the Evansville Community School District, and #833-Motorized Vehicles on School Property; the November 13, 2013, regular meeting minutes; and the October bills and reconciliation, as presented. Motion carried, 7-0 (roll call vote).

**FUTURE AGENDA**

January 15, 2014, regular meeting agenda discussed.

**ADJOURN**

Motion by Mr. Braunschweig, seconded by Ms. Spanton Nelson, moved to adjourn the meeting. Motion carried, 7-0 (voice vote). Meeting adjourned at 8:04 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: \_\_\_\_\_  
Eric Busse, President

Dated: \_\_\_\_\_ Approved: \_\_\_\_\_

Unapproved minutes

EVANSVILLE COMMUNITY SCHOOL DISTRICT  
Evansville, Wisconsin  
MINUTES OF FINANCIAL RETREAT MEETING

A Board of Education Financial Retreat of the Evansville Community School District was held Saturday, January 4, 2014, at 8:03 am in the District Board and Training Center.

The meeting was called to order by President Eric Busse. Roll call was taken. Members present: Busse, Braunschweig, Rossmiller, Rasmussen, Swanson, and Spanton Nelson. Absent: Hatfield. Others present: District Administrator, Jerry Roth, Business Manager, Doreen Treuden, and Board Deputy Clerk, Kelly Mosher.

**INFORMATION & DISCUSSION**

Ms. Treuden, presented a folder of information which included: the 2014-2015 Budget Calendar, Policy #662.3-General Fund Balance, 2012-2013 and 2013-2014 Revenue Limit Worksheets and an article from WIS Tax on Understanding Property Tax Surprises. Ms. Treuden presented: revenue limits, equalization aid, tax levy, referendum approved debt, and fund balance. Discussion.

Ms. Treuden presented the Baird Forecast Model. Discussion.

Mr. Roth presented the Budget Development Process for 2014-2015.

Mr. Roth presented the 2014-2015 budget which included: proposed staffing information, and building budget input from staff discussions. Discussion.

Mr. Roth presented five Employee Handbook items for Board consideration and direction. Discussion. Cash in lieu, consensus to leave as is currently. Health insurance, consensus is to look at no increase and a 2% increase in premiums. Retiree annual benefit (Health Reimbursement Arrangement), consensus to change the per year amount of \$16,728 to \$13,754 per year, for the 2014-2015 year, and the amount to be determined by the Board on an annual basis, for all employees retiring on or after July 1, 2014; retirees will no longer be able to participate in the District insurance plan, as of July 1, 2014. Offering insurance to employees who work less than 30 hours a week, Ms. Treuden will provide additional information. Employees hired after June 30, 2013, are not eligible for District provided retirement benefit, reminder to all.

Mr. Roth presented employee compensation plan development, including Wisconsin Act 10 guidelines, evolution of teacher compensation systems, uniform salary schedule and Ad Hoc salary decisions, considerations for alternative compensation system: knowledge and skills; professional evaluation; market incentives; school and student learning objectives, and six possible goals of a compensation system. Discussion. Consensus to present possible goals to the employee compensation committees.

Mr. Roth presented design components of teacher compensation system. Discussion.

Mr. Roth presented the 11<sup>th</sup> draft of the community survey for Board members to review. Discussion, included order of items in survey; consensus to leave as is.

**ADJOURN**

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to adjourn the meeting. Motion carried, 6-0 (voice vote). Meeting adjourned at 12:55 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: \_\_\_\_\_ Dated: \_\_\_\_\_ Approved: 1/15/14

Unapproved minutes



# Evansville

*Community School District*

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## MEMORANDUM

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

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

- Bank Reconciliation Statement for all Funds – nothing unusual to report
- Skyward Fund Balance Report to verify bank reconciliation statement
- Listing of all receipts – November \$448,624.14
- Check Register – November  
Notes for check register:

|                      |                     |
|----------------------|---------------------|
| Check total -        | \$302,778.91        |
| ACH total -          | \$ 9,587.45         |
| Manual check total - | <u>\$ 34,070.38</u> |

|       |              |
|-------|--------------|
| Total | \$346,436.74 |
|-------|--------------|

Payroll check – 75225  
Void checks – 75270

EVANSVILLE COMMUNITY SCHOOL DISTRICT  
BANK RECONCILIATION

|                         |                |              |
|-------------------------|----------------|--------------|
| FOR THE MONTH OF        | November, 2013 |              |
| BALANCE PER BANK:       |                | 96,000.00    |
| LESS OUTSTANDING CHECKS |                | -6,511.32    |
| LESS WRS POSTING        |                | -136,578.90  |
| MMA ACCOUNT             |                | 1,732,172.37 |
| BALANCE PER BANK        |                | 1,685,082.15 |

| BALANCE PER GENERAL LEDGER: | BEGINNING BAL. | ACTIVITY     | ENDING BAL.  |
|-----------------------------|----------------|--------------|--------------|
| FUND 10 General             | 808,624.32     | 304,568.61   | 1,113,192.93 |
| FUND 21 Donations           | 27,662.06      | (458.20)     | 27,203.86    |
| FUND 27 Special Ed          | (625,451.30)   | (144,569.18) | (770,020.48) |
| FUND 38 Debt                | 1,099.96       | -            | 1,099.96     |
| FUND 39 Debt                | (515,066.98)   | -            | (515,066.98) |
| FUND 50 Food Service        | 51,688.49      | 35,785.30    | 87,473.79    |
| FUND 99 Voc Ed/ESL/Grants   | 9,026.70       | -            | 9,026.70     |
| MMA ACCOUNT                 |                |              | 1,732,172.37 |
| BALANCE PER GENERAL LEDGER  |                |              | 1,685,082.15 |
|                             |                | 195,326.53   |              |

DIFFERENCE **0.00**

| Fd                 | T | Loc | Obj | Func   | Prj | Func                           | Beginning Balance | November 2013-14 Monthly Activity | Ending Balance |
|--------------------|---|-----|-----|--------|-----|--------------------------------|-------------------|-----------------------------------|----------------|
| 10                 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT                | -766,452.05       | 304,568.61                        | 1,113,192.93   |
| 10                 | - | --- | --- | -----  | --- | GENERAL FUND                   | -766,452.05       | 304,568.61                        | 1,113,192.93   |
| 21                 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT                | 26,564.76         | -458.20                           | 27,203.86      |
| 21                 | - | --- | --- | -----  | --- | GIFTS/DONATIONS                | 26,564.76         | -458.20                           | 27,203.86      |
| 27                 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT                | 71,343.07         | -144,569.18                       | -770,020.48    |
| 27                 | - | --- | --- | -----  | --- | SPECIAL EDUCATION FUND         | 71,343.07         | -144,569.18                       | -770,020.48    |
| 38                 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT                | 21,621.85         |                                   | 1,099.96       |
| 38                 | - | --- | --- | -----  | --- | NON-REFERENDUM DEBT            | 21,621.85         |                                   | 1,099.96       |
| 39                 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT                | -63,593.23        |                                   | -515,066.98    |
| 39                 | - | --- | --- | -----  | --- | REFERENDUM APPROVED DEBT SERVI | -63,593.23        |                                   | -515,066.98    |
| 50                 | A | 000 | 000 | 711100 | --- | CASH ON DEPOSIT                | 97,305.86         | 35,785.30                         | 87,473.79      |
| 50                 | - | --- | --- | -----  | --- | FOOD SERVICE                   | 97,305.86         | 35,785.30                         | 87,473.79      |
| 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       | 195,326.53                        | -47,090.22     |

Number of Accounts: 7

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

| Post Date  | Func                           | Description                                   | Amount    |
|------------|--------------------------------|-----------------------------------------------|-----------|
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | R DENNIS - ADD'L HEALTH INS. NOVEMBER         | 121.22    |
| 11/30/2013 | DISTRICT ADMINISTRATION        | OPEN RECORD'S REQUEST - CRAVE PHOTOGRAPHY     | 10.00     |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1494.35   |
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | C WAGNER - ADD'L HEALTH INS NOVEMBER          | 121.22    |
| 11/30/2013 | DISTRICT WIDE                  | FACILITY USE - CUB SCOUTS (4 DENS X 15.00)    | 60.00     |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 2068.60   |
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | R COLE - ADD'L HEALTH INS NOVEMBER            | 121.22    |
| 11/30/2013 | DISTRICT WIDE                  | FORWARD HEALTH - MEDICAID                     | 12260.30  |
| 11/30/2013 | CO-CURRICULAR ATHLETIC         | HS - REIMB OF SPECTATOR BUS                   | 93.00     |
| 11/30/2013 | DISTRICT WIDE                  | STUDENT FEES                                  | 729.00    |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 2223.40   |
| 11/30/2013 | GIFTED AND TALENTED            | HS - REIMB OF ONLINE COURSE REGISTRATION      | 4275.00   |
| 11/30/2013 | SCHOOL BUILDING ADMINISTRATION | HS - REIMB FOR WORK PERMITS                   | 50.00     |
| 11/30/2013 | DISTRICT ADMINISTRATION        | OPEN RECORD'S REQUEST                         | 20.00     |
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | B BERG - ADD'L HEALTH INS NOVEMBER            | 121.22    |
| 11/30/2013 | DISTRICT WIDE                  | KIDS KORNER - REIMB FOR LUNCHE INV #1016 &10  | 107.50    |
| 11/30/2013 | GUIDANCE                       | BLACKHAWK TECH - YOUTH APPRENTICESHIP GRANT   | 540.00    |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1956.00   |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1755.20   |
| 11/30/2013 | DISTRICT WIDE                  | STUDENT FEES                                  | 594.00    |
| 11/30/2013 | DISTRICT ADMINISTRATION        | OPEN RECORD'S REQUEST - WALTERS PHOTOGRAPHING | 10.00     |
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | V LECY-LUEBKE - ADD'L HEALTH INS NOVEMBER     | 121.22    |
| 11/30/2013 | DISTRICT WIDE                  | ENERGY FAIR CONTRIBUTION - EVANSVILLE COMMUNI | 1000.00   |
| 11/30/2013 | FIELD TRIPS - CLASSROOM        | TRIS - FIELDTRIP REIMB.                       | 379.11    |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 2010.50   |
| 11/30/2013 | DISTRICT WIDE                  | FACILITY USE - AMY/BEN BANKS BB               | 40.00     |
| 11/30/2013 | VEHICLE SERVICING (NOT BUSES)  | REIMB - K CROCKER - CARTER/GRUEN INV #345171  | 25.00     |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1980.00   |
| 11/30/2013 | SCHOOL BUILDING ADMINISTRATION | E.S.-REIMB. FOR CHARGE CARD                   | 22.84     |
| 11/30/2013 | DISTRICT WIDE                  | STUDENT FEES                                  | 536.00    |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1616.00   |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 826.48    |
| 11/30/2013 | OPERATION OF PLANT             | FACILITY USE - K-5 PTO - JACK O'LANTERN JAM C | 75.40     |
| 11/30/2013 | SCHOOL BUILDING ADMINISTRATION | TRIS-REIMB. FOR CHARGE CARD                   | 479.65    |
| 11/30/2013 | FIELD TRIPS - CLASSROOM        | HS REIMB FOR FIELD TRIPS                      | 377.58    |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 846.00    |
| 11/30/2013 | DISTRICT WIDE                  | TOWN OF MAGNOLIA - MOBILE HOME FEES           | 357.76    |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1270.55   |
| 11/30/2013 | FIELD TRIPS - CLASSROOM        | ELEM - FIELDTRIP REIMB.                       | 240.38    |
| 11/30/2013 | CO-CURRICULAR ATHLETIC         | HS REIMB - BADGER BUS TO PLAYOFF GAME         | 1420.00   |
| 11/30/2013 | TERMINATION OF BENEFITS        | EBC-COBRA P'MENT NOV - DENTAL - ERICKSON, SCH | 336.62    |
| 11/30/2013 | TERMINATION OF BENEFITS        | EBC-COBRA P'MENT OCT - DENTAL - ERICKSON      | 60.28     |
| 11/30/2013 | TERMINATION OF BENEFITS        | EBC-COBRA P'MENT NOV - HEALTH - SCHMIDT, PFAF | 1617.93   |
| 11/30/2013 | OPERATION OF BUILDINGS         | STATE OF WIS - INS COMM - PRESSBOX FIRE       | 126803.49 |
| 11/30/2013 | PETTY CASH                     | HS REIMB - SOCCER CASH BOX                    | 350.00    |
| 11/30/2013 | PETTY CASH                     | HS REIMB - FB CASH BOX                        | 200.00    |
| 11/30/2013 | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1468.50   |
| 11/30/2013 | FIELD TRIPS - CLASSROOM        | HS REIMB - MESSLING/BUTTCHEN FIELDTRIP        | 178.00    |
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - R COLE - DEC                     | 1146.16   |
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - C WAGNER - DEC                   | 1146.16   |
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - R DENNIS - DEC                   | 1146.16   |
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - W HARTJE - DEC                   | 1146.16   |
| 11/30/2013 | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - VLLUEBKE - DEC                   | 1146.16   |

| Post Date               | Func                           | Description                                   | Amount    |
|-------------------------|--------------------------------|-----------------------------------------------|-----------|
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - B BERG - DEC                     | 1146.16   |
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - P KELLEY - DEC                   | 539.31    |
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - M KELLEY - DEC                   | 539.31    |
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - V ZHE - DEC                      | 539.31    |
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - S ERICKSON - DEC                 | 1146.16   |
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - K VERKUILEN - DEC INCLUDING 121. | 1267.38   |
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | MIDAMERICA - P HAESE - DEC                    | 539.31    |
| 11/30/2013              | DISTRICT WIDE                  | KIDS KORNER - REIMB FOR LUNCHES INV #1021 & 1 | 122.50    |
| 11/30/2013              | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1954.00   |
| 11/30/2013              | DISTRICT ADMINISTRATION        | D.O.-REIMB. FOR POP                           | 17.00     |
| 11/30/2013              | SCHOOL BUILDING ADMINISTRATION | TRIS-REIMB. FOR CHARGE CARD                   | 413.55    |
| 11/30/2013              | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1131.75   |
| 11/30/2013              | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1530.00   |
| 11/30/2013              | DISTRICT WIDE                  | FACILITY USE - ADULT BB PLAYERS AT H.S.       | 80.00     |
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | W HARTJE - ADD'L HEALTH INS NOV & DEC         | 242.44    |
| 11/30/2013              | FIELD TRIPS - CLASSROOM        | MS-REIMB FOR FIELDTRIPS                       | 512.36    |
| 11/30/2013              | DISTRICT WIDE                  | MS-REIMB FOR INV #1018 (KOPF)                 | 112.00    |
| 11/30/2013              | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 2437.20   |
| 11/30/2013              | SPEECH THERAPIST               | REIMB-ROCK COUNTY - MINDY JOHNSON JURY DUTY   | 20.59     |
| 11/30/2013              | DISTRICT WIDE                  | STUDENT FEES                                  | 1239.00   |
| 11/30/2013              | DISTRICT WIDE                  | DEPT OF CORRECTIONS - RESTITUTION             | 53.95     |
| 11/30/2013              | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1116.00   |
| 11/30/2013              | DISTRICT WIDE                  | BOYS BASKETBALL GATE VS EAST TROY             | 813.00    |
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | S ERICKSON - ADD'L HEALTH INS DEC             | 121.22    |
| 11/30/2013              | DISTRICT WIDE                  | STUDENT FEES                                  | 3648.00   |
| 11/30/2013              | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1590.61   |
| 11/30/2013              | SPECIAL EDUCATION PROGRAM AIDE | ACUITY REIMB FOR B FRANK DISABILITY 11/9/13 T | 379.73    |
| 11/30/2013              | SPECIAL EDUCATION PROGRAM AIDE | ACUITY REIMB FOR B FRANK DISABILITY 11/16/13  | 379.73    |
| 11/30/2013              | OTHER RETIREMENT BENEFITS-OPEB | V LECY-LUEBKE - ADD'L HEALTH INS DEC          | 121.22    |
| 11/30/2013              | INFORMATION SERVICES           | D.O.-REIMB. FOR POSTAGE                       | 5.65      |
| 11/30/2013              | DISTRICT WIDE                  | GIRLS BASKETBALL GATE VS BARNEVELD            | 466.00    |
| 11/30/2013              | DEPOSITS PAYABLE               | LUNCH PAYMENTS                                | 1197.50   |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 178.65    |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 23.30     |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 110.00    |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 126.20    |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 62.85     |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 154.10    |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 154.30    |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 71.00     |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 158.65    |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 102.15    |
| 11/30/2013              | DISTRICT WIDE                  | VENDING                                       | 90.65     |
| 11/30/2013              | DEPOSITS PAYABLE               | E-FUNDS FOR NOVEMBER FOOD SERVICE             | 12118.05  |
| 11/30/2013              | DISTRICT WIDE                  | E-FUNDS FOR NOVEMBER FEES                     | 335.00    |
| 11/30/2013              | DISTRICT WIDE                  | NOVEMBER INTEREST                             | 669.23    |
| 11/30/2013              | DISTRICT WIDE                  | SPECIAL EDUCATION AND SCHOOL AGE PARENTS      | 115295.00 |
| 11/30/2013              | DISTRICT WIDE                  | STUDENT ACHIEVE GUAR IN EDUCATION (SAGE)      | 93253.69  |
| 11/30/2013              | CASH ON DEPOSIT                | FOOD SERVICE AID BREAKFAST & LUNCH            | 21198.06  |
| Total for Cash Receipts |                                |                                               | 448624.14 |

| POST       | CHECK  | CHE | CHECK      |                                 |            |
|------------|--------|-----|------------|---------------------------------|------------|
| DATE       | NUMBER | TYP | DATE       | VENDOR                          | AMOUNT     |
| 11/01/2013 | 75221  | R   | 11/01/2013 | DEAN HEALTH PLANS               | 159,375.10 |
| 11/01/2013 | 75222  | R   | 11/01/2013 | DELTA DENTAL OF WISCONSIN       | 29,210.78  |
| 11/01/2013 | 75223  | R   | 11/01/2013 | SUN LIFE FINANCIAL              | 2,826.82   |
| 11/01/2013 | 75224  | R   | 11/01/2013 | WEA INSURANCE TRUST             | 4,140.45   |
| 11/07/2013 | 75226  | R   | 11/07/2013 | DAVE'S ACE HARDWARE             | 56.58      |
| 11/07/2013 | 75227  | R   | 11/07/2013 | ACP DIRECT                      | 79.45      |
| 11/07/2013 | 75228  | R   | 11/07/2013 | ADVANCED CONCRETE INC           | 555.00     |
| 11/07/2013 | 75229  | R   | 11/07/2013 | ADVANCED DISPOSAL               | 2,306.55   |
| 11/07/2013 | 75230  | R   | 11/07/2013 | AUTOMATIC ENTRANCES OF WISC     | 583.04     |
| 11/07/2013 | 75231  | R   | 11/07/2013 | BATTERIES PLUS LLC              | 29.90      |
| 11/07/2013 | 75232  | R   | 11/07/2013 | BOBCAT OF MADISON               | 2,718.04   |
| 11/07/2013 | 75233  | R   | 11/07/2013 | BRITE INC/US MARKERBOARD        | 1,224.08   |
| 11/07/2013 | 75234  | R   | 11/07/2013 | BUCKY'S RENTALS LLC             | 95.00      |
| 11/07/2013 | 75235  | R   | 11/07/2013 | CARTER & GRUENEWALD CO., INC.   | 45.42      |
| 11/07/2013 | 75236  | R   | 11/07/2013 | CEC                             | 1,900.00   |
| 11/07/2013 | 75237  | R   | 11/07/2013 | CESA 3                          | 325.00     |
| 11/07/2013 | 75238  | R   | 11/07/2013 | COMMON THREADS RESOURCE CENTER  | 5,625.00   |
| 11/07/2013 | 75239  | R   | 11/07/2013 | D & J SCALE SERVICE             | 145.00     |
| 11/07/2013 | 75240  | R   | 11/07/2013 | DEPARTMENT OF WORKFORCE DEV     | 605.08     |
| 11/07/2013 | 75241  | R   | 11/07/2013 | ENABLING DEVICES                | 96.95      |
| 11/07/2013 | 75242  | R   | 11/07/2013 | EQUAL RIGHTS DIVISION           | 37.50      |
| 11/07/2013 | 75243  | R   | 11/07/2013 | FIDELITEC LLC                   | 96.00      |
| 11/07/2013 | 75244  | R   | 11/07/2013 | FLINN SCIENTIFIC INC            | 311.40     |
| 11/07/2013 | 75245  | R   | 11/07/2013 | FOLLETT LIBRARY RESOURCES       | 485.90     |
| 11/07/2013 | 75246  | R   | 11/07/2013 | FOOTVILLE ROCK & LIME CORP      | 645.54     |
| 11/07/2013 | 75247  | R   | 11/07/2013 | HANSON ELECTRONICS              | 16.18      |
| 11/07/2013 | 75248  | R   | 11/07/2013 | HEINEMANN PUBLISHING            | 29.00      |
| 11/07/2013 | 75249  | R   | 11/07/2013 | HELLENBRAND INC                 | 373.52     |
| 11/07/2013 | 75250  | R   | 11/07/2013 | JELAINE LISA OLSEN              | 435.50     |
| 11/07/2013 | 75251  | R   | 11/07/2013 | JOHNSON SEED & FEED             | 32.98      |
| 11/07/2013 | 75252  | R   | 11/07/2013 | KNOVATION, INC                  | 766.08     |
| 11/07/2013 | 75253  | R   | 11/07/2013 | LINGUI SYSTEMS, INC.            | 45.95      |
| 11/07/2013 | 75254  | R   | 11/07/2013 | MARSDEN, SUSAN                  | 1,218.75   |
| 11/07/2013 | 75255  | R   | 11/07/2013 | PENWORTHY/MEDIA SOURCE          | 422.67     |
| 11/07/2013 | 75256  | R   | 11/07/2013 | MENARDS                         | 114.28     |
| 11/07/2013 | 75257  | R   | 11/07/2013 | MJ CARE, INC.                   | 913.00     |
| 11/07/2013 | 75258  | R   | 11/07/2013 | NELSON-YOUNG LUMBER COMPANY     | 12.30      |
| 11/07/2013 | 75259  | R   | 11/07/2013 | PETTERSON PLUMBING              | 876.60     |
| 11/07/2013 | 75260  | R   | 11/07/2013 | PIGGLY WIGGLY                   | 28.78      |
| 11/07/2013 | 75261  | R   | 11/07/2013 | PIONEER MANUFACTURING COMPANY   | 57.00      |
| 11/07/2013 | 75262  | R   | 11/07/2013 | PROQUEST LLC                    | 1,175.00   |
| 11/07/2013 | 75263  | R   | 11/07/2013 | RHYME BUSINESS PRODUCTS         | 222.40     |
| 11/07/2013 | 75264  | R   | 11/07/2013 | RINGHAND BROTHERS INC           | 59,041.03  |
| 11/07/2013 | 75265  | R   | 11/07/2013 | SCHOOL SPECIALTY                | 4,733.58   |
| 11/07/2013 | 75266  | R   | 11/07/2013 | SWITS LTD                       | 249.60     |
| 11/07/2013 | 75267  | R   | 11/07/2013 | THE LIBRARY STORE               | 54.81      |
| 11/07/2013 | 75268  | R   | 11/07/2013 | THE O'BRIEN AGENCY, LLC         | 6,456.00   |
| 11/07/2013 | 75269  | R   | 11/07/2013 | WARD-BRODT MUSIC MALL           | 38.98      |
| 11/08/2013 | 75271  | R   | 11/08/2013 | AMERIPRISE FINANCIAL SERVICES   | 570.00     |
| 11/08/2013 | 75272  | R   | 11/08/2013 | FRANKLIN TEMPLETON BANK & TRUST | 1,110.00   |
| 11/08/2013 | 75273  | R   | 11/08/2013 | KOHN LAW FIRM S.C.              | 189.22     |
| 11/08/2013 | 75274  | R   | 11/08/2013 | METLIFE                         | 75.00      |
| 11/08/2013 | 75275  | R   | 11/08/2013 | MG TRUST COMPANY                | 650.00     |
| 11/08/2013 | 75276  | R   | 11/08/2013 | SBG-VAA                         | 830.00     |
| 11/13/2013 | 75277  | R   | 11/13/2013 | DAVID YOSS                      | 50.00      |
| 11/13/2013 | 75278  | R   | 11/13/2013 | ROGER HOMB                      | 50.00      |

| POST       | CHECK     | CHE | CHECK      |                                 |           |
|------------|-----------|-----|------------|---------------------------------|-----------|
| DATE       | NUMBER    | TYP | DATE       | VENDOR                          | AMOUNT    |
| 11/13/2013 | 75279     | R   | 11/13/2013 | UW-STOUT                        | 60.00     |
| 11/22/2013 | 75280     | R   | 11/22/2013 | ANDY SELLS                      | 50.00     |
| 11/22/2013 | 75281     | R   | 11/22/2013 | KATZENMEYER, JENNY              | 50.00     |
| 11/22/2013 | 75282     | R   | 11/22/2013 | MONONA GROVE HIGH SCHOOL        | 40.00     |
| 11/22/2013 | 75283     | R   | 11/22/2013 | SCHWARTZ, ELMER                 | 1,421.88  |
| 11/22/2013 | 75284     | R   | 11/22/2013 | YODER, SIMON                    | 2,490.88  |
| 11/25/2013 | 75285     | R   | 11/25/2013 | AMERIPRISE FINANCIAL SERVICES   | 570.00    |
| 11/25/2013 | 75286     | R   | 11/25/2013 | FRANKLIN TEMPLETON BANK & TRUST | 1,110.00  |
| 11/25/2013 | 75287     | R   | 11/25/2013 | KOHN LAW FIRM S.C.              | 221.36    |
| 11/25/2013 | 75288     | R   | 11/25/2013 | METLIFE                         | 75.00     |
| 11/25/2013 | 75289     | R   | 11/25/2013 | MG TRUST COMPANY                | 650.00    |
| 11/25/2013 | 75290     | R   | 11/25/2013 | SBG-VAA                         | 830.00    |
| 11/27/2013 | 75291     | R   | 11/27/2013 | ANDY SELLS                      | 150.00    |
| 11/27/2013 | 75292     | R   | 11/27/2013 | BRIAN MCKAY                     | 50.00     |
| 11/27/2013 | 75293     | R   | 11/27/2013 | BUTTCHEN, KENDALL               | 50.00     |
| 11/27/2013 | 75294     | R   | 11/27/2013 | DANIEL SIMENSON                 | 48.00     |
| 11/27/2013 | 75295     | R   | 11/27/2013 | DAVID YOSS                      | 50.00     |
| 11/27/2013 | 75296     | R   | 11/27/2013 | HAROLD LUTHER                   | 48.00     |
| 11/27/2013 | 75297     | R   | 11/27/2013 | JON HEGGE                       | 60.00     |
| 11/27/2013 | 75298     | R   | 11/27/2013 | KATZENMEYER, JENNY              | 50.00     |
| 11/27/2013 | 75299     | R   | 11/27/2013 | MADISON METROPOLITAN SCHOOL     | 40.00     |
| 11/27/2013 | 75300     | R   | 11/27/2013 | MCKY, BRYAN                     | 50.00     |
| 11/27/2013 | 75301     | R   | 11/27/2013 | MICHAEL PFEIL                   | 60.00     |
| 11/27/2013 | 75302     | R   | 11/27/2013 | ROGER HOMB                      | 100.00    |
| 11/27/2013 | 75303     | R   | 11/27/2013 | THORNTON, RON                   | 48.00     |
| 11/27/2013 | 75304     | R   | 11/27/2013 | WATTS, JONATHAN                 | 48.00     |
| 11/27/2013 | 2014010   | M   | 11/27/2013 | AT & T                          | 1,819.32  |
| 11/27/2013 | 2014011   | M   | 11/27/2013 | EVANSVILLE WATER & LIGHT DEPT   | 32,251.06 |
| 11/07/2013 | 131400102 | A   | 11/07/2013 | ASC1                            | 3,686.73  |
| 11/07/2013 | 131400103 | A   | 11/07/2013 | BENSON, BRIAN                   | 227.08    |
| 11/07/2013 | 131400104 | A   | 11/07/2013 | BOARDMAN & CLARK LLP            | 3,160.50  |
| 11/07/2013 | 131400105 | A   | 11/07/2013 | CESA #2                         | 135.00    |
| 11/07/2013 | 131400106 | A   | 11/07/2013 | CPI QUALIFIED PLAN CONSULT INC  | 79.50     |
| 11/07/2013 | 131400107 | A   | 11/07/2013 | EMPATHIA INC                    | 238.00    |
| 11/07/2013 | 131400108 | A   | 11/07/2013 | GRANSEE, KELLEY                 | 117.45    |
| 11/07/2013 | 131400109 | A   | 11/07/2013 | LANDERS, PAULA                  | 785.60    |
| 11/07/2013 | 131400110 | A   | 11/07/2013 | NASCO                           | 869.42    |
| 11/07/2013 | 131400111 | A   | 11/07/2013 | RICE, AMY                       | 121.11    |
| 11/07/2013 | 131400112 | A   | 11/07/2013 | STASKAL, MELISSA                | 167.06    |

Totals for checks 346,436.74

**EVANSVILLE COMMUNITY SCHOOL DISTRICT**

**Board of Education Regular Meeting Agenda**

**Wednesday, January 29, 2014**

**6:00 p.m.**

**District Board and Training Center**

**340 Fair Street (Door 36)**

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

- I. Roll Call: Dennis Hatfield      Eric Busse      Mason Braunschweig  
                 Tina Rossmiller      John Rasmussen      HS Rep. Hunter Johnson  
                 Kathi Swanson      Sandra Spanton Nelson      HS Rep. Marissa Haegele
- II. Approve Agenda.
- III. Business (Action Item):  
A. Approval of January 15, 201<sup>14</sup>~~5~~, Regular Minutes.
- IV. Budget Finance – Chair, Kathi Swanson –  
A. Discussion Items:  
    1) Evansville Education Foundation Update.  
    2) Citizens Advisory Committee Update.  
    3) 4K Investigation Update.  
    4) Insurance Committee Update.  
    5) Press Box Update.  
    6) Phone System Update.  
B. Develop Budget Finance Agenda Items for February 26 Meeting.
- V. Board Development – Chair, Eric Busse –  
A. WASB (Wisconsin Association of School Boards) Convention Feedback.  
B. Discussion of Board Member Process to Add Input to Board Development Agenda.  
C. Develop Board Development Agenda for February 26 Regular Meeting.
- VI. Future Agenda – Chair, Eric Busse  
A. Develop February 12 Regular Board Meeting Agenda.
- VII. Adjourn.