

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda

Wednesday, June 25, 2014

6:00 p.m.

District Board and Training Center

340 Fair Street (Door 36)

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

- I. Roll Call: Tina Rossmiller John Rasmussen Amanda Koenecke
 Kathi Swanson Sandra Spanton Nelson
 Eric Busse Melissa Hammann
- II. Approve Agenda.
- III. Information & Discussion:
A. A Resolution in Support of the Preservation of Tax-Exempt Financing.
B. Middle/High School Principal Reports.
C. Middle School Business Ed Position.
D. Property by Middle School, 111 Liberty Street.
- IV. Budget Finance – Chair, Tina Rossmiller
A. Discussion Items:
1) 2013-2014 Budget Update.
2) 2014-2015 Budget Update.
3) Department of Public Instruction (DPI) Fund 46 Option.
4) Policy #657.1 – Student Fee Schedule.
5) Schools Donations/Fund Raising Activities.
6) Employee Compensation Committees Update.
7) Evansville Education Foundation Update.
8) Referendum Discussion.
9) Open Enrollment Update.
B. Develop Budget Finance Agenda Items for August 27 Meeting.
- V. Business (Action Items):
A. Approval of Staff Changes: Support Staff Retirement; Teacher Resignation; Hiring of Teachers.
B. Approval of June 11, 2014, Regular Meeting Minutes.
C. Approval of Preliminary 2014-2015 Budget.
- VI. Communications Committee – Chair, Kathi Swanson

- VII. Policy Committee – Chair, Tina Rossmiller
- A. First Reading of Policies:
1. Policy #443.2 – Student Conduct on School Buses
 2. Policy #443.21 – Rules For Student Conduct on Buses
 3. Policy #443.2 Form 1 – First Violation – Warning
 4. Policy #443.2 Form 2 – Second Violation – Suspension of School Bus Privileges
 5. Policy #443.2 Form 3 – Third Violation – Suspension of School Bus Privileges
 6. Policy #443.2 Form 4A – Fourth Violation A – Suspension/Expulsion of School Bus Privileges
 7. Policy #443.2 Form 4B – Fourth Violation B – Expulsion of School Bus Privileges
 8. Policy #454 – Reporting Child Abuse and Neglect
 9. Policy #454.1 - Reporting Child Abuse and Neglect, Administrative Guidelines
 10. Policy #454.1 Form – Child Protective Services Referral
- VIII. Board Development – Chair, Kathi Swanson
- A. First Reading of Policies: #151-Board Policy Development; #151.1-Definition, Adoption, Amendment and Termination of Policy; #151.2-Access to Board Policies; #151.3-Administration in Policy Absence; and #151.4-Defintion and Board Review of Administrative Rules.
- B. Develop Board Development Agenda for August 27 Regular Meeting.
- IX. Future Agenda – Chair, Kathi Swanson
- A. Develop July 16, 2014, Regular Board Meeting Agenda.
- X. Ten Minute Break.
- XI. Executive Session – Under Wisconsin State Statute 19.85(1)(c) to Discuss District Administrator Evaluation.

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

Vision Statement:

Creating a culture of excellence in:

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

This notice may be supplemented with additions to the agenda that come to the attention of the Board prior to the meeting. A final agenda will be posted and provided to the media no later than 24 hours prior to the meeting or no later than 2 hours prior to the meeting in the event of an emergency.

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

Posted: 6/19/14

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda/Briefs

Wednesday, June 25, 2014
6:00 p.m.

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

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

I. **Roll Call:** Tina Rossmiller John Rasmussen Amanda Koenecke
 Kathi Swanson Sandra Spanton Nelson
 Eric Busse Melissa Hammann

II. **Approve Agenda.**

Suggested Motion: I move we approve the agenda as presented OR ADD (after moving item(s) _____).

III. **Information & Discussion:**

- A. A Resolution in Support of the Preservation of Tax-Exempt Financing - Mayor Sandy Decker is asking that the Board approve the enclosed Resolution and will be in attendance to answer any questions.
- B. Middle/High School Principal Reports – Enclosed are the middle and high school reports.
- C. Middle School Business Ed Position – Middle School Principal, Mr. Knott, has enclosed information on this position.
- D. Property by Middle School, 111 Liberty Street – Mr. Roth has been contacted in regards to this property being for sale. This lot runs along the parking lot on the east side of the driveway on Liberty Street.

IV. **Budget Finance – Chair, Tina Rossmiller**

- A. Discussion Items:
 - 1) 2013-2014 Budget Update – Ms. Treuden will give a verbal update.
 - 2) 2014-2015 Budget Update – Ms. Treuden has enclosed information.

- 3) Department of Public Instruction (DPI) Fund 46 Option – Ms. Treuden has enclosed information.
- 4) Policy #657.1 – Student Fee Schedule – Enclosed is this policy for discussion on possibly adding Robotics and Mathematics Teams fees.
- 5) Schools Donations/Fund Raising Activities – Enclosed are the schools 2013-2014 donations received at each building and the fund raising activities that happened this past school year.
- 6) Employee Compensation Committees Update – The Support Staff Committee met on June 12 and will continue meeting over the summer. They are working on writing and reviewing job descriptions and hope to get these completed prior to the start of the new school year.
- 7) Evansville Education Foundation Update – Ms. Swanson will share.
- 8) Referendum Discussion – An updated Possible Referendum Timeline is enclosed.
- 9) Open Enrollment Update – Ms. Hammann and Ms. Koenecke will lead the discussion.

B. Develop Budget Finance Agenda Items for August 27 Meeting.

V. Business (Action Items):

- A. Approval of Staff Changes: Support Staff Retirement; Teacher Resignation; Hiring of Teachers – Please approve the following positions:
 1. Retirement of Sandy Hauri, special education assistant, effective December 3, 2014.
 2. Resignation of teacher, Sara Lazarescu, High School English/Language Arts. Sara's contract was approved at the April 30, 2014, board meeting. Enclosed is her resignation.
 3. Hiring of Tessa Nelson, Middle School Special Education Teacher. Tessa just completed her 5th year as a special education teacher. She spent three years as a middle school teacher in Edgerton, and the past two years working at the MMSD and Sandhill Elementary in Stoughton as a Cross-Categorical Special Education Teacher. Tessa is a UW Graduate, and holds a Master's Degree in Education. She has served as a District Mentor and Department Leader in her previous positions. Tessa replaces Matt Smith and will be paid a salary of \$47,551.

Suggested Motion: I move we approve, with regrets, the retirement of Sandy Hauri, special education assistant, effective December 3, 2014, and thank her for her 24 years of service in the District.

Suggested Motion: I move we approve the resignation of Sarah Lazarescu, High School English/Language Arts Teacher, effective June 16, 2014.

Suggested Motion: I move we approve the hiring of Tessa Nelson, Middle School Special Education Teacher, for a salary of \$47,551.

For Your Information Only, the following positions:

- Jon Wopat will be transferring from the TRIS school as a Special Education Teacher, to Levi as a Special Education Teacher. Jon Wopat graduated from UW-Whitewater in 2008 with a Bachelor's of Science Degree in Special Education. In 2012 he received his Master's Degree in Special Education from Walden University. He lives in Stoughton with his wife, Maria who is a pharmacist at the VA Hospital in Madison. They are happily expecting their first baby this fall. In his free time he enjoys spending time with family and friends, playing and watching sports, exercising, reading, and traveling. Jon will be replacing Shelley Bisch.
 - Randene Long will be transferring from JC McKenna as a Special Education Assistant to Levi as a Special Education Assistant. Randene Long has lived in Evansville with her family for 19 years. After graduating from high school, she worked at Grabers in Middleton for 10 years and served in the US Army Reserve for 8 years. She has two daughters, one is a sophomore in college and the other will be a sophomore at Evansville High School. Her husband works for Harker Heating in Madison. She was a stay at home mom and owned a house cleaning business prior to working for us. She started working as an Educational Assistant 10 years ago, most recently at JC McKenna. Randene will replace Sara Welsh.
- B. Approval of June 11, 2014, Regular Meeting Minutes – *Enclosed are the June 11, 2014, minutes for your approval.*

Suggested Motion: I move we approve the June 11, 2014, regular meeting minutes as presented.

- C. Approval of Preliminary 2014-2015 Budget.

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

Roll Call Vote –

VI. Communications Committee – Chair, Kathi Swanson – Ms. Swanson will lead the discussion. Enclosed are the May 21 approved minutes.

VII. Policy Committee – Chair, Tina Rossmiller

- A. First Reading of Policies:
1. Policy #443.2 – Student Conduct on School Buses
 2. Policy #443.21 – Rules For Student Conduct on Buses
 3. Policy #443.2 Form 1 – First Violation – Warning
 4. Policy #443.2 Form 2 – Second Violation – Suspension of School Bus Privileges
 5. Policy #443.2 Form 3 – Third Violation – Suspension of School Bus Privileges

6. Policy #443.2 Form 4A – Fourth Violation A – Suspension/Expulsion of School Bus Privileges
 7. Policy #443.2 Form 4B – Fourth Violation B – Expulsion of School Bus Privileges
- These policies come forward as revised and as new policies. We would like to waive the third reading so that they are in place for the Back to School Days in August.

8. Policy #454 – Reporting Child Abuse and Neglect
9. Policy #454.1 - Reporting Child Abuse and Neglect, Administrative Guidelines
10. Policy #454.1 Form – Child Protective Services Referral

VIII. Board Development – Chair, Kathi Swanson

- A. First Reading of Policies: #151-Board Policy Development; #151.1-Definition, Adoption, Amendment and Termination of Policy; #151.2-Access to Board Policies; #151.3-Administration in Policy Absence; and #151.4-Definition and Board Review of Administrative Rules.

These policies come forward with suggested changes from Ms. Rossmiller.

- B. Develop Board Development Agenda for August 27 Regular Meeting.

IX. Future Agenda – Chair, Kathi Swanson

- A. Develop July 16, 2014, Regular Board Meeting Agenda – Enclosed is a draft of the agenda.

X. Ten Minute Break.

XI. Executive Session – Under Wisconsin State Statute 19.85(1)(c) to Discuss District Administrator Evaluation.

Suggested Motion – I move we move into executive session, under Wisconsin State Statute 19.85(1)(c) to Discuss District Administrator Evaluation.

Roll Call Vote!

Suggested Motion: I move we adjourn the meeting.

FOR YOUR INFORMATION:

1. Letter from Wegner CPAs on Audit.
2. Upcoming Board Meetings:
 - a. July 16, 2014
 - b. August 13, 2014
 - c. August 27, 2014

**EVANSVILLE COMMUNITY SCHOOL DISTRICT
EVANSVILLE, WISCONSIN
RESOLUTION**

A Resolution in Support of the Preservation of Tax-Exempt Financing

WHEREAS, the fundamental principle of tax-exempt financing is giving local governments the ability to issue bonds free from federal tax in order to provide low-cost, ready access to capital for infrastructure projects and other needs; and

WHEREAS, the exclusion of interest on state and local obligations from federal gross income is an important governmental financing tool in a time where job creation and rebuilding of critical infrastructure is crucial to our nation's state and local economies; and

WHEREAS, state and local governments across the U.S. have used tax-exempt financing of community projects for decades to create jobs and maintain the infrastructure for economic and environmental success.

NOW, THEREFORE, BE IT RESOLVED that the Evansville Community School District in the City of Evansville, County of Rock, State of Wisconsin, opposes any efforts by the United States Congress and Administration to eliminate or limit the use of tax-exempt bonds by state and local governments or to change the ability of investors to claim the exemption.

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to our Congressional Representatives and key members of the Administration.

BE IT FURTHER RESOLVED that a copy of this resolution shall be submitted to the League of Wisconsin Municipalities in support of future debate and action on preserving tax-exempt financing.

Passed and adopted this _____ day of _____, 2014.

Kathi Swanson, Board President

ATTEST:

John Rasmussen, Board Clerk

June 2014 Board Report

Summary of J.C. McKenna Middle School Goals 2013-14

Goal 1:

During the 2013 – 14 school year, in math, JC McKenna students will establish a STAR baseline percentage of students on grade and above grade level. Students on average, in all grade levels will move “plus one” year in mathematics.

End of year data: At the end of the 2013-14 school year, STAR math data indicates that students exceeded the goal, an on average had over 1.6 years of growth.

Analysis: Students did very well in mathematics. Part of the gains could be based on the fact that students had no experience taking the STAR test when the year began. All students had multiple opportunities to take the test.

Goal Met

Goal 2:

During the 2013 – 14 school year, in JC McKenna students will establish a STAR baseline percentage of students on grade and above grade level in Language Arts. Students on average, in all grade levels will move “plus one” year in Language Arts.

End of year data: At the end of the 2013-14 school year, STAR reading data indicates that students had over 1.0 years of growth. In 7th grade students made .9 years of growth.

Goal Met

EHS Board Report
Scott Everson, EHS Principal
June 25, 2014 ECSD Board Meeting

This is a synopsis of our EHS building goals for the 2013-2014 school year. The three goals and summaries are as follows:

1. *By the end of the 2013-2014 school year, Evansville High School students will increase learning as measured by a 5 percent reduction in student failures each term compared to the previous three school years' average.*

We have had slight increase in term failures – approximately 2 percent adjusted for student body increase from 2012-2013. Failure data from 2012-2013 indicated we averaged 29 students with failures (5.8 percent of student body) with 36.5 total failures per term. Term failure data for 2013-2014 school year average is 43 (8 percent of student body) students per term with 61 total failures per term.

Summary: This goal was not met. On the contrary, we did not have a reduction of student failures but an overall slight increase when adjusted for an increase in student body as compared to 2012-2013.

2. *By the end of the 2013-2014 school year, 100 percent of our currently enrolled seniors will graduate; 99 percent of our 11th graders will be on pace to graduate; 97 percent of our 10th graders will be on pace to graduate; and 96 percent of our 9th graders will be on pace to graduate.*

End of 2013-2014 school year date indicates that **96 percent of our upcoming 2014-2015 Senior class on pace to graduate** (six students currently off-pace to graduate, having less than 21 credits; three of those students significantly at-risk having less than 20 credits), **93 percent of our upcoming Junior class on pace to graduate** (ten students currently off-pace to graduate, having less than 14 credits; three of those students significantly at-risk having less than 12 credits), and **90 percent of Freshmen class on pace to graduate** (14 students currently off-pace to graduate, having less than 7 credits; three of those students significantly at-risk having less than 4 credits).

Summary: The goal for our graduating seniors was met as we had 100 percent of enrolled Class of 2014 graduates successfully finish, including one through the GEDO2 program and one through the Wisconsin National Guard Challenge Academy. However, we currently have more students off-track to graduate than we would like in our younger grades.

3. *By the end of the 2013-2014 school year, we will have made progress toward the EHS building SLO in relation to literacy as aligned to the district-wide 5-year goal as indicated by an overall five percent increase of reading proficiency as measured by the STAR assessment, comparing Fall 2013 baseline data with Spring 2014 data, for our 9th and 10th grade students.*

Our Fall baseline data indicated that 62 out of 135 students in 9th grade (45.9 percent of students) and 50 out of 125 students in 10th grade (40 percent of students) were above the 50th percentile nationally. Spring post-measure data indicated that 53 out of 135 students in 9th grade (39 percent) and 55 out of 125 students (44 percent) were above the 50th percentile.

Summary: **Our goal was met in 10th grade. Our goal was NOT met in 9th grade.** Although the STAR screener is a singular measure, data indicates that our building has some significant hurdles to overcome in the next four years if we are serious about attaining our district-wide 5-year goal related to increase in reading proficiency.

Memorandum

TO: Mr. Roth and Evansville Board of Education
FROM: JC McKenna Middle School Principal, Jason Knott
RE: .66 Business Education Teacher Position
DATE: June 17, 2014

Please consider the current .66 business education teacher position at the JC McKenna Middle School for discussion. I would like permission to post and hire this as a 1.0 FTE position. The following is a list of positives. If you have any questions or need clarification, please feel free to contact me. Leslie, Sarah, and I will be at the Board Meeting on June 25th to answer any questions you may have.

I can be reached via email at knottj@evansville.k12.

This list was compiled by:

- Jason Knott- JC McKenna Principal
- JC McKenna School Counselor-Sarah Traut-Ebert
- JC McKenna Reading Interventionist-Leslie Ferrell
- Former JC McKenna School Counselor-Linda Rehfeldt

Rationale for Full-Time Computer/Business Teacher

- Curriculum – it is not taught currently on a regular basis
- Smarter Balanced Assessment – students will need to be proficient with their typing skills – the test is timed
- Flexibility of Schedule – able to schedule students during encore block and limit the amount of study halls
- Free the Library Media Specialist to do her duties – only half time in this building; she will be able to collaborate with staff
- Team Time – one more staff member to have a small group of students to feel a part of school and have an adult to meet with regularly and establish a relationship
- Foundations – another staff member to offer interventions to students
- 21st century skills
- Helps to create time for more PLC meetings to discuss student progress
- Percentage of careers that are technology-based are growing
- Help to be college & career ready
- Tech Ed could resume 6th grade curriculum – STEM
- Would not need to share staff with high school
- That teacher would be part of a PLC and have more invested in the middle school
- Collaboration with teachers to help with projects infusing more technology – staff have expressed limited technology in the building
- Hoping to attract a qualified, licensed business ed applicant for the 1.0 FTE Position

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: 2014-2015 Preliminary Budget
Date: June 17, 2014

You have received three Budget documents in the Board packet. All three documents show three years of Budget data that includes final year-to-date for 2012-2013, the approved 2013-2014 Budget and Preliminary 2014-2015 Budget. The first two-page document is the DPI required format for Budget approval. This document includes all District Funds and provides a summary and tax levy information at the bottom of the second page. At this time the tax levy is projected to increase by 4.43%. The final tax levy will not be available until October.

The remaining documents show Budget data for Funds 10 and 27 (General Fund and Special Education Fund). Pages 1-3 show the proposed Budget by account Function and pages 4-9 show the Budget by account Object and Source. I have included a column to show dollar changes between the approved 2013-2014 Budget and the proposed 2014-2015 Budget and a column to show the percentage change. Some of the dollar/percentage change figures will not be meaningful because of account number adjustments made due to WUFAR account number changes or to District specific changes made by me.

The 2014-2015 general Fund 10 Budget is being presented as a deficit Budget of \$82,216.40. Budget highlights include:

- o \$19,107.00 decrease to the District revenue limit
- o \$135,150.00 increase in categorical aid
- o Current staffing levels are maintained or increased per BOE approval
- o 1.46% percent salary increase for all staff - 7/1/2014 CPI-U (does not include new hires for 2014-15)

Consideration by the Board to approve the Preliminary Budget is a formality at this time. The Budget continues to change in relatively small ways based on a variety of things such as changes to employee benefit options, changes to needs of students, etc. The Budget may also change in significant ways due to final enrollment counts set in September and the final state aid amount to be certified in October. Other unknowns at this time include the Wisconsin Retirement rates effective January 1, 2014, final salaries and benefits for new hires and various insurance premiums (worker's comp). The final Budget will not be available for Board approval until the end of October 2014.

Approving a preliminary 2014-2015 Budget at this time allows for the Budget to be published for the purpose of public input. The Board can make changes to the preliminary Budget through October and prior to setting the tax levy in early November. State Statute does allow the Board to make Budget revisions if necessary during the fiscal year.

Date: June, 2014

BUDGET PUBLICATION, 2014-2015
Required Published Budget Summary Format
 Evansville Community

Preliminary 2014-2015 Budget

GENERAL FUND	Audited 2012-2013	Budget 2013-2014	Preliminary Budget 2014-2015
Beginning Fund Balance	2,162,992.30	2,507,926.58	2,673,409.71
Ending Fund Balance	2,507,926.58	2,673,409.71	2,591,193.31
REVENUES & OTHER FINANCING SOURCES			
Transfers-In (Source 100)	0.00	0.00	0.00
Local Sources (Source 200)	5,310,945.92	5,363,370.00	5,596,183.56
Inter-district Payments (Source 300 + 400)	277,150.00	331,822.00	337,672.80
Intermediate Sources (Source 500)	993.74	1,000.00	1,000.00
State Sources (Source 600)	12,448,609.47	12,509,409.00	12,377,994.00
Federal Sources (Source 700)	169,140.70	205,758.00	175,338.00
All Other Sources (Source 800 + 900)	67,586.37	73,664.12	73,664.12
TOTAL REVENUES & OTHER FINANCING SOURCES	18,274,426.20	18,485,023.12	18,561,852.48
EXPENDITURES & OTHER FINANCING USES			
Instruction (Function 100 000)	9,490,191.40	9,677,792.49	9,796,787.30
Support Services (Function 200 000)	5,940,600.99	5,939,487.16	6,059,893.74
Non-Program Transactions (Function 400 000)	2,498,699.53	2,702,260.34	2,787,387.84
TOTAL EXPENDITURES & OTHER FINANCING USES	17,929,491.92	18,319,539.99	18,644,068.88

SPECIAL PROJECTS FUND	Audited 2012-2013	Budget 2013-2014	Preliminary Budget 2014-2015
Beginning Fund Balance	20,811.80	26,459.89	26,459.89
Ending Fund Balance	26,459.89	26,459.89	26,459.89
REVENUES & OTHER FINANCING SOURCES	3,400,838.06	3,355,787.22	3,474,855.77
EXPENDITURES & OTHER FINANCING USES	3,395,189.97	3,355,787.22	3,474,855.77

DEBT SERVICE FUND	Audited 2012-2013	Budget 2013-2014	Preliminary Budget 2014-2015
Beginning Fund Balance	512,718.83	474,213.32	423,395.02
Ending Fund Balance	474,213.32	423,395.02	423,595.76
REVENUES & OTHER FINANCING SOURCES	2,817,517.03	2,963,173.00	3,085,092.00
EXPENDITURES & OTHER FINANCING USES	2,856,022.54	3,013,991.30	3,084,891.26

CAPITAL PROJECTS FUND	Audited 2012-2013	Budget 2013-2014	Preliminary Budget 2014-2015
Beginning Fund Balance	500.00	0.00	0.00
Ending Fund Balance	0.00	0.00	0.00
REVENUES & OTHER FINANCING SOURCES	0.00	0.00	0.00
EXPENDITURES & OTHER FINANCING USES	500.00	0.00	0.00

FOOD SERVICE FUND	Audited 2012-2013	Budget 2013-2014	Preliminary Budget 2014-2015
Beginning Fund Balance	98,780.03	78,713.01	54,271.97
Ending Fund Balance	78,713.01	54,271.97	43,213.62
REVENUES & OTHER FINANCING SOURCES	693,480.39	694,514.06	694,514.06
EXPENDITURES & OTHER FINANCING USES	713,547.41	718,955.10	705,572.41

COMMUNITY SERVICE FUND	Audited 2012-2013	Budget 2013-2014	Preliminary Budget 2014-2015
Beginning Fund Balance	0.00	0.00	0.00
Ending Fund Balance	0.00	0.00	0.00
REVENUES & OTHER FINANCING SOURCES	0.00	0.00	0.00
EXPENDITURES & OTHER FINANCING USES	0.00	0.00	0.00

PACKAGE & COOPERATIVE PROGRAM FUND	Audited 2012-2013	Budget 2013-2014	Preliminary Budget 2014-2015
Beginning Fund Balance	0.00	0.00	0.00
Ending Fund Balance	0.00	0.00	0.00
REVENUES & OTHER FINANCING SOURCES	5,854.80	0.00	0.00
EXPENDITURES & OTHER FINANCING USES	5,854.80	0.00	0.00

Total Expenditures and Other Financing Uses

ALL FUNDS	Audited 2012-2013	Budget 2013-2014	Preliminary Budget 2014-2015
GROSS TOTAL EXPENDITURES -- ALL FUNDS	24,900,606.64	25,408,273.61	25,909,388.32
Interfund Transfers (Source 100) - ALL FUNDS	1,950,185.78	2,045,261.34	2,176,647.19
Refinancing Expenditures (FUND 30)	0.00	0.00	0.00
NET TOTAL EXPENDITURES -- ALL FUNDS	22,950,420.86	23,363,012.27	23,732,741.13
PERCENTAGE INCREASE - NET TOTAL FUND EXPENDITURES FROM PRIOR YEAR		1.80%	1.58%

PROPOSED PROPERTY TAX LEVY

FUND	Audited 2012-2013	Budget 2013-2014	Preliminary Budget 2014-2015
General Fund	5,229,883.00	5,296,195.00	5,541,226.00
Referendum Debt Service Fund	2,694,135.00	2,833,448.00	2,948,948.00
Non-Referendum Debt Service Fund	0.00	0.00	0.00
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	0.00	0.00	0.00
TOTAL SCHOOL LEVY	7,924,018.00	8,129,643.00	8,490,174.00
PERCENTAGE INCREASE -- TOTAL LEVY FROM PRIOR YEAR		2.59%	4.43%

Monday, June 16, 2014

EVANSVILLE COMMUNITY SCHOOL DISTRICT
 Supplemental Budget Data for Preliminary 2014-2015 Budget Approval

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	Change in Budget FY 14 to FY 15	% Change in Budget FY 14 to FY 15
	<u>FY Activity</u>	<u>Revised Budget</u>	<u>Original Budget</u>		
P1 Fund 10 Revenues					
1 DISTRICT WIDE	18,274,426.20	18,485,023.12	18,561,852.48	76,829.36	0.42%
2 GENERAL FUND REVENUES	18,274,426.20	18,485,023.12	18,561,852.48	76,829.36	0.42%
Fund 10 Expenditures					
3 UNDIFFERENTIATED CURRICULUM	167,656.78	165,476.83	169,663.02	4,186.19	2.53%
4 REGULAR CURRICULUM	7,407,342.17	7,711,616.43	7,729,078.07	17,461.64	0.23%
5 ART	11,258.30	10,200.00	11,300.00	1,100.00	10.78%
6 ENGLISH	25,936.17	29,263.00	31,378.10	2,115.10	7.23%
7 FOREIGN LANGUAGE	2,371.73	2,997.00	4,725.00	1,728.00	57.66%
8 MATH	19,884.70	5,452.00	1,500.00	-3,952.00	-72.49%
9 MUSIC	16,964.70	17,405.00	17,299.95	-105.05	-0.60%
10 SCIENCE	12,667.72	13,478.00	23,366.00	9,888.00	73.36%
11 SOCIAL STUDIES	3,760.34	4,465.00	2,750.00	-1,715.00	-38.41%
12 OTHER CURRICULUM	4,445.08	4,546.00	4,546.00	0.00	0.00%
13 AGRICULTURE	81,258.87	76,896.63	84,880.04	7,983.41	10.38%
14 BUSINESS EDUCATION	175,725.17	170,531.94	194,355.51	23,823.57	13.97%
15 HOME ECONOMICS	170,556.43	166,809.71	169,540.78	2,731.07	1.64%
16 INDUSTRIAL ARTS	295,288.22	289,819.83	299,360.69	9,540.86	3.29%
17 PHYSICAL CURRICULUM	638,273.68	594,982.85	610,008.93	15,026.08	2.53%
18 HEALTH	1,310.50	4,522.46	3,432.46	-1,090.00	-24.10%
19 PHYSICAL EDUCATION	11,404.88	6,693.00	7,400.00	707.00	10.56%
20 COACHING	6,435.39	7,815.00	7,815.00	0.00	0.00%
21 CO-CURRICULAR ACADEMIC	16,691.12	21,108.85	27,762.49	6,653.64	31.52%
22 CO-CURRICULAR ATHLETIC	204,171.91	200,721.00	212,721.00	12,000.00	5.98%
23 CO-CURRICULAR MUSIC	35,104.04	34,982.32	34,982.32	0.00	0.00%
24 CO-CURRICULAR-NON-ATHLETICS	3,751.33	11,556.72	11,556.72	0.00	0.00%
25 ENGLISH AS SECOND LANGUAGE	994.44	1,000.00	1,000.00	0.00	0.00%
26 GIFTED AND TALENTED	176,937.73	125,452.92	136,365.22	10,912.30	8.70%

Monday, June 16, 2014

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	Change	% Change
	<u>FY Activity</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>in Budget</u>	<u>in Budget</u>
				<u>FY 14 to FY 15</u>	<u>FY 14 to FY 15</u>
P2					
27 SOCIAL WORKER	35,018.55	33,370.31	34,678.28	1,307.97	3.92%
28 GUIDANCE	301,938.54	279,969.05	274,869.53	-5,099.52	-1.82%
29 NURSE HEALTH ROOM	44,771.47	42,515.07	43,661.68	1,146.61	2.70%
30 PSYCHOLOGICAL SERVICES	30,046.36	29,445.89	30,193.45	747.56	2.54%
31 OTHER PUPIL SERVICES	218.95	9,000.00		-9,000.00	-100.00%
32 IMPROVEMENT OF INSTRUCTION	233,832.01	251,837.24	240,915.41	-10,921.83	-4.34%
33 EDUCATIONAL MEDIA	351,089.27	233,429.42	229,043.28	-4,386.14	-1.88%
34 BOARD OF EDUCATION	40,576.22	48,323.20	58,323.20	10,000.00	20.69%
35 DISTRICT ADMINISTRATION	520,637.23	527,495.90	514,333.33	-13,162.57	-2.50%
36 SCHOOL BUILDING ADMINISTRATION	795,605.55	794,404.45	838,881.34	44,476.89	5.60%
37 FISCAL SUPPORT SERVICES	158,669.82	164,550.12	166,086.72	1,536.60	0.93%
38 OPERATION OF PLANT	1,614,348.97	1,725,102.10	1,732,575.12	7,473.02	0.43%
39 MAINTENANCE	222,401.77	205,257.55	206,983.15	1,725.60	0.84%
40 PUPIL TRANSPORTATION	543,402.73	548,414.68	549,514.68	1,100.00	0.20%
41 PUBLIC INFORMATION	123,211.53	83,742.00	75,900.00	-7,842.00	-9.36%
42 TECHNOLOGY SERVICES	342,082.25	334,089.54	334,166.00	76.46	0.02%
43 INSURANCE AND JUDGMENTS	135,343.07	155,752.99	168,081.27	12,328.28	7.92%
44 LONG TERM CAPITAL DEBT	22,503.42	14,354.42	133,101.82	118,747.40	827.25%
45 TEMPORARY OPERATIONAL DEBT	46,786.79	50,713.56	50,713.56	0.00	0.00%
46 TERMINATION OF BENEFITS	89,285.68	83,146.77	74,121.89	-9,024.88	-10.85%
47 OTHER RETIREMENT BENEFITS-OPEB	288,830.81	324,572.90	303,750.03	-20,822.87	-6.42%
48 OPERATING TRANSFERS	1,950,185.78	2,045,261.34	2,176,647.19	131,385.85	6.42%
49 GENERAL TUITION	16,953.83	14,984.00	14,984.00	0.00	0.00%
50 OPEN ENROLLMENT	531,360.00	642,015.00	595,756.65	-46,258.35	-7.21%
51 CASH BALANCE ADJUSTMENT	199.92				
52 GENERAL FUND EXPENSES	<u>17,929,491.92</u>	<u>18,319,539.99</u>	<u>18,644,068.88</u>	<u>324,528.89</u>	<u>1.77%</u>
53 DIFFERENCE	344,934.28	165,483.13	-82,216.40		

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Monday, June 16, 2014

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	Change	% Change
	<u>FY Activity</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>in Budget</u>	<u>in Budget</u>
				<u>FY 14 to FY 15</u>	<u>FY 14 to FY 15</u>
P3 Fund 27 Revenues					
54 OPERATING TRANSFERS	1,950,185.78	2,045,261.34	2,176,647.19	131,385.85	6.42%
55 DISTRICT WIDE	1,436,728.12	1,310,525.88	1,298,208.58	-12,317.30	-0.94%
56 SPECIAL EDUCATION FUND REVENUES	3,386,913.90	3,355,787.22	3,474,855.77	119,068.55	3.55%
Fund 27 Expenses					
57 EARLY CHILDHOOD	89,093.31	98,056.80	100,484.88	2,428.08	2.48%
58 PHYSICAL/SENSORY HANDICAPPED	318,974.48	316,008.06	323,095.31	7,087.25	2.24%
59 COMBINED COST REPORTING	1,217,018.98	1,129,100.13	1,246,026.55	116,926.42	10.36%
60 SPECIAL ED CURRICULUM	905,542.08	923,290.93	890,269.74	-33,021.19	-3.58%
61 SOCIAL WORKER	50,247.92	48,020.69	49,224.98	1,204.29	2.51%
62 GUIDANCE	32,939.30	29,652.04	29,987.27	335.23	1.13%
63 NURSE HEALTH ROOM	17,792.86	16,691.39	17,159.70	468.31	2.81%
64 PSYCHOLOGICAL SERVICES	157,743.87	158,215.86	164,101.62	5,885.76	3.72%
65 PHYSICAL THERAPY	268,323.70	250,891.59	272,399.22	21,507.63	8.57%
66 OTHER PUPIL SERVICES		39,875.00	43,300.00	3,425.00	8.59%
67 IMPROVEMENT OF INSTRUCTION	2,797.70	5,000.00	15,000.00	10,000.00	200.00%
68 SUPERVISION & COORDINATION	107,601.09	114,899.54	146,021.95	31,122.41	27.09%
69 SCHOOL BUILDING ADMINISTRATION	29,771.87	28,385.64		-28,385.64	-100.00%
70 FISCAL SUPPORT SERVICES	412.5	4,500.00	4,500.00	0.00	0.00%
71 PUPIL TRANSPORTATION	108,324.13	148,199.55	126,869.55	-21,330.00	-14.39%
72 SPEC ED TUITION- NON OE	41,846.82	45,000.00	46,415.00	1,415.00	3.14%
73 SPECIAL ED OPEN ENROLLMENT	38,483.29				
74 SPECIAL EDUCATION FUND EXPENSES	<u>3,386,913.90</u>	<u>3,355,787.22</u>	<u>3,474,855.77</u>	<u>119,068.55</u>	<u>3.55%</u>
	0.00	0.00	0.00	0.00	

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P4 Fund 10 Revenues

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>Change</u>	<u>% Change</u>
	<u>FY Activity</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>in Budget</u>	<u>in Budget</u>
				<u>FY 14 to FY 15</u>	<u>FY 14 to FY 15</u>
75 LOCAL PROPERTY TAX	5,108,511.00	5,166,670.00	5,405,282.00	238,612.00	4.62%
76 LOCAL PROPERTY TAX STATE PAID	631.14	200.00	1,401.56	1,201.56	600.78%
77 MOBILE HOME TAX	16,157.75	17,500.00	17,500.00	0.00	0.00%
78 ADMISSIONS & DUES	35,231.95	32,000.00	28,000.00	-4,000.00	-12.50%
79 INTEREST ON INVESTMENTS	15,812.99	16,000.00	13,000.00	-3,000.00	-18.75%
80 GIFTS	5,000.00				
81 STUDENT FEES	104,536.60	106,000.00	104,000.00	-2,000.00	-1.89%
82 RENTALS	25,064.49	25,000.00	27,000.00	2,000.00	8.00%
83 FEDERAL AIDS TRANSIT FROM W I D	8,546.00	7,572.00	17,335.00	9,763.00	128.94%
84 OPEN ENROLLMENT	268,604.00	324,250.00	320,337.80	-3,912.20	-1.21%
85 TRANSIT OF FEDERAL AIDS	993.74	1,000.00	1,000.00	0.00	0.00%
86 STATE TRANSPORTATION AID	38,385.00	37,015.00	37,015.00	0.00	0.00%
87 STATE LIBRARY AID	60,042.00	61,150.00	61,000.00	-150.00	-0.25%
88 OTHER STATE AID	89,550.00	132,000.00	267,150.00	135,150.00	102.39%
89 EQUALIZATION AID	11,937,386.00	11,975,385.00	11,710,645.00	-264,740.00	-2.21%
90 SPECIAL PROJECT GRANT	7,618.89				
91 SAGE FUNDS	294,613.87	282,338.00	279,761.00	-2,577.00	-0.91%
92 DNR AID	8,092.71	8,000.00	8,300.00	300.00	3.75%
93 TAX EXEMPT COMPUTER AID	12,921.00	13,521.00	14,123.00	602.00	4.45%
94 SPECIAL PROJECT GRANTS	29,368.70	47,838.00	31,165.00	-16,673.00	-34.85%
95 OTHER FEDERAL AID CHAPTER 1	139,772.00	157,920.00	144,173.00	-13,747.00	-8.71%
96 PREMIUM & ACCRUED INTEREST	19,176.12	23,996.88	23,996.88	0.00	0.00%
97 AIDABLE REFUND OF DISBURSEMENT	42,089.04	43,841.00	43,841.00	0.00	0.00%
98 MISCELLANEOUS REVENUE	6,321.21	5,826.24	5,826.24	0.00	0.00%
99 GENERAL FUND REVENUES	18,274,426.20	18,485,023.12	18,561,852.48	76,829.36	0.42%

Monday, June 16, 2014

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>Change</u>	<u>% Change</u>
	<u>FY Activity</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>in Budget</u>	<u>in Budget</u>
				<u>FY 14 to FY 15</u>	<u>FY 14 to FY 15</u>
P5 Fund 10 Expenses					
100 CASH COMPENSATION LIEU OF INS	254,702.89				
101 ADMIN STIPEND		9,300.00	5,280.00	5,280.00	0.00%
102 INTERNAL SUBBING	9,564.43		9,300.00		
103 TEACHER SALARY	6,708,676.02	6,508,284.30	6,599,052.88	90,768.58	1.39%
104 NURSE SALARY	29,173.96	31,754.75	32,637.21	882.46	2.78%
105 ADMINISTRATION SALARY	750,743.72	758,417.05	761,198.37	2,781.32	0.37%
106 BOE SALARIES	8,700.00	8,800.00	8,800.00	0.00	0.00%
107 TECH SALARY	31,523.12	35,760.00	38,198.14	2,438.14	6.82%
108 TECH DIR SALARY	56,138.36	56,842.20	58,601.07	1,758.87	3.09%
109 SUBSTITUTES	185,115.51	18,600.00	17,000.00	-1,600.00	-8.60%
110 SUMMER SCHOOL	1,781.15				
111 NON REPRESENTED SALARY	277,175.43	275,668.63	298,393.53	22,724.90	8.24%
112 SUPPORT STAFF SALARY	174,405.14	151,649.18	148,218.26	-3,430.92	-2.26%
113 CR GUARD SALARY	9,342.00	12,000.00	12,000.00	0.00	0.00%
114 CHAPERONE/ACCOMP/MISC.	2,875.00	4,010.00	14,090.00	10,080.00	251.37%
115 BUILDING AND GROUNDS SALARY	475,090.67	475,307.27	487,816.96	12,509.69	2.63%
116 B&G DIR SALARY	64,359.20	63,723.30	64,745.50	1,022.20	1.60%
117 COACH SALARIES	115,330.30	115,339.00	115,339.00	0.00	0.00%
118 ATHLETIC WORKER SALARY	19,983.57	20,238.00	20,238.00	0.00	0.00%
119 CO-CURR SALARY	46,971.44	54,117.00	47,311.00	-6,806.00	-12.58%
120 RETIREMENT EMPLOYER SHARE	559,101.44	583,956.90	594,189.46	10,232.56	1.75%
121 F.I.C.A. TAX	554,482.47	545,284.08	552,050.78	6,766.70	1.24%
122 MEDICARE	129,678.49	127,514.04	129,381.18	1,867.14	1.46%
123 LIFE INSURANCE	17,516.77	21,291.04	27,578.27	6,287.23	29.53%
124 HEALTH INSURANCE	1,873,978.05	1,383,939.73	1,438,845.78	54,906.05	3.97%
125 EMP DEDUCTIBLE		337,680.00	337,680.00	0.00	0.00%
126 DENTAL INSURANCE	231,173.02	242,137.36	237,275.77	-4,861.59	-2.01%
127 HRA FOR ACTIVE EMPLOYEES		17,000.00	21,000.00	4,000.00	23.53%
128 DISABILITY INSURANCE	34,023.37	33,798.89	34,109.22	310.33	0.92%

Monday, June 16, 2014

Fund 10 Expenses (continued)

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>Change</u>	<u>% Change</u>
	<u>FY Activity</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>in Budget</u>	<u>in Budget</u>
				<u>FY 14 to FY 15</u>	<u>FY 14 to FY 15</u>
P6					
129 SICK LEAVE PAYOUT	88,587.45	50,746.77	41,721.89	-9,024.88	-17.78%
130 ANNUITY-403B	3,999.84	4,500.00	4,500.00	0.00	0.00%
131 CASH IN LIEU		202,385.27	176,075.91	-26,309.36	-13.00%
132 TUITION REIMB.		6,000.00	11,000.00	5,000.00	83.33%
133 MISC. BENEFITS	4,220.00	329,372.90	303,750.03	-25,622.87	-7.78%
134 PERSONAL SERVICES	191,255.02	474,978.90	445,710.17	-29,268.73	-6.16%
135 OPERATIONAL SERVICES	61,414.58	59,000.00	59,000.00	0.00	0.00%
136 EQUIPMENT REPAIR	80,584.34	75,510.00	75,510.00	0.00	0.00%
137 CONSTRUCTION	127,271.75	154,048.84	139,048.84	-15,000.00	-9.74%
138 GAS FOR HEAT	146,808.40	183,450.00	183,450.00	0.00	0.00%
139 GAS OTHER THAN HEAT	76,580.38	73,000.00	73,000.00	0.00	0.00%
140 ELECTRICITY NON HEAT	370,456.81	375,000.00	375,000.00	0.00	0.00%
141 WATER	15,934.72	17,500.00	17,500.00	0.00	0.00%
142 SEWERAGE	19,109.86	19,000.00	19,000.00	0.00	0.00%
143 OTHER UTILITIES	31,814.50	24,000.00	24,000.00	0.00	0.00%
144 STUDENT TRANSPORTATION LOW INC	466,822.35	475,414.68	476,514.68	1,100.00	0.23%
145 EMPLOYEE TRAVEL	12,503.46	14,736.00	15,585.00	849.00	5.76%
146 VEHICLE FUEL	5,813.49	5,000.00	5,000.00	0.00	0.00%
147 COMMUNICATIONS	74,036.64	77,000.00	35,400.00	-41,600.00	-54.03%
148 ADVERTISING	5,383.00	7,600.00	1,500.00	-6,100.00	-80.26%
149 POSTAGE AND CARTAGE	4,914.65	8,650.00	6,500.00	-2,150.00	-24.86%
150 TELEPHONE AND TELEGRAPH	70,329.53	27,000.00	15,000.00	-12,000.00	-44.44%
151 EDUCATIONAL SERVICES NONGOVERN	12,770.83	11,500.00	11,500.00	0.00	0.00%
152 INTERDISTRICT TRANSFER IN WIS	531,828.00	643,635.00	600,978.65	-42,656.35	-6.63%
153 TRANSFERS TO CESA	4,183.00	11,284.00	23,984.00	12,700.00	112.55%
154 SUPPLIES	484,508.26	507,269.36	582,693.20	75,423.84	14.87%
155 WORKBOOKS	9,720.41	4,000.00		-4,000.00	-100.00%
156 COMPUTER SUPPLIES		1,800.00		-1,800.00	-100.00%
157 MEDICAL SUPPLIES	1,187.94	1,500.00	1,500.00	0.00	0.00%
158 PAPER	23,665.60	22,000.00	22,000.00	0.00	0.00%

Monday, June 16, 2014

P7 Fund 10 Expenses (continued)

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>Change</u>	<u>% Change</u>
	<u>FY Activity</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>in Budget</u>	<u>in Budget</u>
				<u>FY 14 to FY 15</u>	<u>FY 14 to FY 15</u>
159 AUDIO VISUAL MEDIA	1,942.47	2,250.00	2,250.00	0.00	0.00%
160 LIBRARY BOOKS	32,011.34	36,389.50	36,389.50	0.00	0.00%
161 NEWSPAPERS	526.85	600	600	0.00	0.00%
162 PERIODICALS	3,538.66	3,700.00	3,700.00	0.00	0.00%
163 COMPUTER PROGRAMS	12,249.17	21,210.50	21,210.50	0.00	0.00%
164 TEXTBOOKS	1,120.42				
165 PROFESSIONAL REFERENCE BOOKS	2,540.58	2,000.00	2,000.00	0.00	0.00%
166 SMALL EQUIPMENT		2,000.00	1,000.00	-1,000.00	-50.00%
167 TEXTBOOKS	4,860.00	89,000.00	27,485.00	-61,515.00	-69.12%
168 NON-INSTR COMPUTER SOFTWARE	64,940.98	72,344.23	63,591.56	-8,752.67	-12.10%
169 EQUIPMENT PURCHASE ADDITION	48,446.42	11,400.00	35,500.00	24,100.00	211.40%
170 EQUIPMENT PURCHASE REPLACEMENT	11,956.00	20,000.00	20,000.00	0.00	0.00%
171 CAPITAL LEASE PRINCIPAL PAY.	20,727.73	13,529.05	110,000.00	96,470.95	713.07%
172 INTEREST ON SHORT TERM LOANS	40,223.41	43,276.06	43,276.06	0.00	0.00%
173 CAPITAL LEASE INTEREST PAY.	1,775.69	825.37	23,101.82	22,276.45	2698.97%
174 DEBT SERVICE PROCESSING/BONDS	6,563.38	7,437.50	7,437.50	0.00	0.00%
175 DISTRICT LIABILITY INSURANCE	18,304.00	19,611.00	19,611.00	0.00	0.00%
176 DISTRICT PROPERTY INSURANCE	32,165.00	37,633.00	36,224.00	-1,409.00	-3.74%
177 WORKERS COMPENSATION	80,336.00	81,220.00	100,000.00	18,780.00	23.12%
178 UNEMPLOYMENT COMPENSATION	2,251.75	15,000.00	10,000.00	-5,000.00	-33.33%
179 FUND 27 TRANSFER	1,950,185.78	2,045,261.34	2,176,647.19	131,385.85	6.42%
180 DUES AND FEES	75				
181 DUES AND FEES DISTRICT	5,020.65	2,900.00	4,800.00	1,900.00	65.52%
182 DUES AND FEES EMPLOYEE	32,026.39	21,553.00	19,856.00	-1,697.00	-7.87%
183 DUES AND FEES PUPIL	8,194.00	11,105.00	22,636.00	11,531.00	103.84%
184 NON-AIDABLE REFUND	199.92				
185 GENERAL FUND EXPENSES	17,929,491.92	18,319,539.99	18,644,068.88	324,528.89	1.77%
186 DIFFERENCE	344,934.28	165,483.13	-82,216.40		

Monday, June 16, 2014

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>Change</u>	<u>% Change</u>
	<u>FY Activity</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>in Budget</u>	<u>in Budget</u>
				<u>FY 14 to FY 15</u>	<u>FY 14 to FY 15</u>
P8 Fund 27 Revenues					
187 GENERAL FUND TRANSFER	1,950,185.78	2,045,261.34	2,176,647.19	131,385.85	6.42%
188 TRANSIT OF AID		10,005.58	10,005.58	0.00	0.00%
189 STATE HANDICAPPED AID	811,395.00	754,128.15	762,538.00	8,409.85	1.12%
190 STATE HIGH COST EEN	40,361.00	30,000.00	30,000.00	0.00	0.00%
191 HIGH COST EEN AID	8,670.00	9,900.00	9,900.00	0.00	0.00%
192 SPECIAL PROJECT GRANTS	357,496.32	326,492.15	305,765.00	-20,727.15	-6.35%
193 FEDERAL AID	218,805.80	180,000.00	180,000.00	0.00	0.00%
	3,386,913.90	3,355,787.22	3,474,855.77	119,068.55	3.55%
194 SPECIAL EDUCATION FUND REVENUES					
Fund 27 Expenses					
195 SALARIES	135.41				
196 CASH COMPENSATION LIEU OF INS	78,200.79				
197 TEACHER SALARY	1,283,027.33	1,265,368.01	1,311,880.80	46,512.79	3.68%
198 OT/PT SALARY	152,872.21	186,029.60	191,040.90	5,011.30	2.69%
199 NURSE SALARY	11,916.07	12,970.25	13,330.69	360.44	2.78%
200 ADMINISTRATION SALARY	85,021.20	84,840.00	87,378.89	2,538.89	2.99%
201 SUBSTITUTES	51,803.29				
202 NON REPRESENTED SALARY	17,821.61	17,625.71	18,115.53	489.82	2.78%
203 SUPPORT STAFF SALARY	467,346.67	480,584.48	504,871.80	24,287.32	5.05%
204 DRIVER SALARY	2,574.00	6,000.00	6,000.00	0.00	0.00%
205 RETIREMENT EMPLOYER SHARE	128,216.47	140,492.77	145,871.76	5,378.99	3.83%
206 F.I.C.A. TAX	129,547.00	131,846.13	137,063.53	5,217.40	3.96%
207 MEDICARE	30,297.36	30,886.72	32,055.32	1,168.60	3.78%
208 LIFE INSURANCE	2,407.99	2,694.11	2,755.41	61.30	2.28%
209 HEALTH INSURANCE	469,111.18	425,580.18	415,747.69	-9,832.49	-2.31%
210 EMP DEDUCTIBLE		53,280.00	46,620.00	-6,660.00	-12.50%
211 DENTAL INSURANCE	79,258.55	82,813.55	79,971.65	-2,841.90	-3.43%

Monday, June 16, 2014

P9 **Fund 27 Expenses**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>Change</u>	<u>% Change</u>
	<u>FY Activity</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>in Budget</u>	<u>in Budget</u>
				<u>FY 14 to FY 15</u>	<u>FY 14 to FY 15</u>
212 HRA FOR ACTIVE EMPLOYEES		3,000.00	3,000.00	0.00	0.00%
213 DISABILITY INSURANCE	8,396.96	8,107.25	9,053.50	946.25	11.67%
214 CASH IN LIEU		79,334.46	83,648.46	4,314.00	5.44%
215 MISC. BENEFITS	500	600	660	60.00	10.00%
216 PERSONAL SERVICES	119,993.63	120,135.00	126,560.00	6,425.00	5.35%
217 STUDENT TRANSPORTATION LOW INC	102,318.06	138,330.00	117,000.00	-21,330.00	-15.42%
218 EMPLOYEE TRAVEL	3,188.11	3,000.00	7,000.00	4,000.00	133.33%
219 VEHICLE FUEL	3,214.00	3,000.00	3,000.00	0.00	0.00%
220 DATA PROCESSING	3,081.00				
221 INTERDISTRICT TRANSFER IN WIS	43,109.29				
222 TRANSFERS TO CESA	37,220.82	45,000.00	46,415.00	1,415.00	3.14%
223 SUPPLIES	44,319.02	12,262.00	47,057.84	34,795.84	283.77%
224 MEDIA	10,750.00	10,750.00	10,000.00	-750.00	-6.98%
225 NON-INSTR COMPUTER SOFTWARE	1,020.00	4,257.00	4,257.00	0.00	0.00%
226 EQUIPMENT PURCHASE ADDITION	10,877.09		15,000.00	15,000.00	
227 DUES AND FEES EMPLOYEE	9,368.79	7,000.00	9,500.00	2,500.00	35.71%

228 SPECIAL EDUCATION FUND EXPENSES

	3,386,913.90	3,355,787.22	3,474,855.77	119,068.55	3.55%
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Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Fund 46
Date: June 17, 2014

Below is information from DPI regarding the creation of a new Fund for purposes of capital expansion or capital improvements. The BOE may consider researching this option further for possible action at the end of fiscal year 2014-2015.

LONG TERM CAPITAL IMPROVEMENT TRUST FUND (FUND 46): A school board with an approved long-term capital improvement plan (minimum of 10 years) may establish a "trust" that is funded with a transfer from the general fund. The contribution from Fund 10 to Fund 46 (Long-term Capital Improvement Trust Fund) is recorded as the expenditure for shared cost and equalization aid purposes. Future expenditures from Fund 46 are not part of shared costs. A school board is prohibited from removing money deposited into Fund 46 for a period of five years after the fund is created. After the initial five year wait period is over, funds may only be used for the purposes identified in the approved long-term capital improvement plan. Fund 46 assets may not be transferred to any other school district fund.

The resources in Fund 46 may not be used for any purpose other than that for which the "trust" was established. For this reason a separate checking and/or investment account for these funds is required.

Board actions required by June 30th of fiscal year in which Fund 46 is established:

- 1. Approve the long-term capital improvement plan (minimum of 10 years).*
- 2. Pass the resolution creating the Long-term Capital Improvement Trust Fund.*

To utilize DPI accounts to record the Fund 10 transfer, provide copies of the following documents:

- 1. Official Board minutes approving the long-term capital improvement plan.*
- 2. Signed resolution creating the Long-term Capital Improvement Trust Fund.*
- 3. Documentation that confirms the existence of a segregated bank/investment account.*

Limitations regarding Fund 46 activities and access to funds:

- 1. Funds may only be accessed five years after the establishment of the "trust" fund.*
- 2. Fund balance may not be used for general fund cash flow purposes.*
- 3. Funds may not be transferred to another fund or liquidated.*
- 4. Loaning of money for other purposes or to other funds is not allowed.*
- 5. Funds must be physically deposited and held in a segregated bank/investment (separate and distinct from other district accounts) until they are expended for capital improvement projects per the district's plan.*
- 6. Funds invested as per sec. 66.0603, Wis. Stats.*

Revised: July 12, 2010
 Revised: June 27, 2011
 Reviewed: June 6, 2012
 Reviewed: April 29, 2013

EVANSVILLE COMMUNITY SCHOOL DISTRICT
 2013-2014 STUDENT FEE SCHEDULE

The Materials Fee helps defray the cost of textbooks, workbooks, periodicals, etc., as follows:

		<u>Qualifies for Reduced Meals</u>	<u>Qualifies for Free Meals</u>
High School	\$52.00	\$16.00	\$ 5.00
Middle School	\$37.00	\$11.00	\$ 4.00
Intermediate School	\$27.00	\$ 8.00	\$ 3.00
Elementary School	\$27.00	\$ 8.00	\$ 3.00

** Athletic Fees	<u>Per Sport / Per Season</u>	<u>Qualifies for Reduced Meals</u>	<u>Qualifies for Free Meals</u>
Middle School	\$34.00	\$17.00	\$8.50
High School	\$62.00	\$31.00	\$15.50

** Extra or Co-Curricular Activities Fees		<u>Qualifies for Reduced Meals</u>	<u>Qualifies for Free Meals</u>
Middle School Forensics	\$ 7.00	\$ 3.50	\$ 1.75
Middle School Jazz Band	\$ 7.00	\$ 3.50	\$ 1.75
Middle School Swing Choir	\$ 7.00	\$ 3.50	\$ 1.75
Middle School Quiz Bowl	\$ 7.00	\$ 3.50	\$ 1.75
High School Forensics	\$24.00	\$12.00	\$ 6.00
High School Jazz Band	\$24.00	\$12.00	\$ 6.00
High School Vocal Jazz	\$24.00	\$12.00	\$ 6.00
High School Three Act Play	\$24.00	\$12.00	\$ 6.00
High School Musical Cast/Major Crew	\$24.00	\$12.00	\$ 6.00

** After the first four days of a team practice or meetings of an extra or co-curricular activity, students are not eligible for a refund, unless cut from a team.

Musical Instrument Rental (Excludes percussion)		<u>Qualifies for Reduced Meals</u>	<u>Qualifies for Free Meals</u>
	\$100.00/annually, \$50.00/semester	\$50.00/annually, \$25.00/semester	\$25.00/annually, \$12.50/semester

Parking Fees	
Parking Permit – will only be issued after all other fees have been paid	\$80.00/annually, \$40.00/semester, or \$20.00/term—no refunds.

- Donation for activities fees scholarships may be given and are very appreciated.
- All fees, including food service, must be paid for students to participate in end of year celebratory field trips, prom, or graduation.

Levi Leonard Elementary Donations

2013-14

From PTO:

- Contributed Market Day profits to field trips to help defray those costs
- Provided events that support families and education such as the Jack-o-Lantern Jamboree and the upcoming Book Swap.
- Contributed \$3,000 toward laptop computers for in classroom use by students for next year.
- Contributes \$600 toward books for our book room, especially for use by 2nd grade students.
- Provides suppers for staff members on parent/teacher conference nights
- Provided lunch on the Wednesday during Staff Appreciation Week.

From Grants:

- Evansville Education Foundation - Kids First Fund – assist students with field trips, clothing and school supply needs
- Evansville Education Fund – Little Free Libraries (14) combined effort of Deb Fritz, Keith Hartje (Eagle Scout project), Scott Brummond who built the libraries and various volunteers. The EEF provided funding for 9 of the libraries. Deb Fritz purchased the signs for these from her own funds.

Others:

- Bridget's Bakery – Birthday cake coupons for each student
- Captain Jack's – Shawn Simmons gives each student ice cream at the end of the year and coupons for it to support PBIS efforts
- McDonald's – food coupons to support PBIS efforts
- UB&T – treats for staff during Staff Appreciation Week
- Local dentists – free toothbrushes for 1st grade students during Dental Health Week and free cookies for staff during American Education Week
- Duane Reese – eggs to watch hatch and chicks to grow every spring
- High School "Teacher Aide" volunteers
- Community volunteers who reread with students and help with various projects and events
- Deb Fritz and many community members are donating many books for the Little Free Libraries
- Ringhand Bus transports kindergarten students to Larson Acres for a field trip every spring at no charge.

TRIS 2013 – 14 Donations

- Evansville Grant Fund: \$200 to Judy Strieker for books for book room
- EEF: \$1000 parent donation to Teresa Doyle and Judy Strieker for books for book room
- EEF: Kids First – \$1000 to purchase coats, boots, school supplies, snow pants, shoes for students in need
- PTO: \$1000 to Judy Strieker for books for book room
- PTO: \$3000 to TRIS for Technology (Mimio's were purchased)
- PTO: provided dinner for staff during Parent Teacher Conferences
- PTO: provided lunch one day during Teacher Appreciation Week
- PTO: gives funds to help support grade level field trips (\$200/grade level)
- McDonald's: food coupons to support PBIS
- Captain Jack's: ice cream to every student on the last day of school, and ice cream coupons to support PBIS
- UB&T: provided a snack during Teacher Appreciation Week
- Local Dentists: provides treat one day during Dental Health Week

JC McKenna Middle School 2013-2014 Donations

- Aisic shoes for track – value \$2000 from Anonymous
 - Parent Donations at Music events – \$1167.00
 - McDonald Coupons – treats for student Superstar awards
 - UB&T – staff appreciation treats
 - Evansville Fund – Kids First, \$1000
 - Parent food donations for WKCE testing
-

Approved: February 12, 2007.

374 Exhibit 3

FUND RAISING ACTIVITIES

Building/Organization: Levi Leonard Elementary School

Date of Fund Raiser	Student Group	# Students Involved	Amount of Funds Raised	Cost of Items	Net Profits	Use of Funds Raised
All School Year	Popcorn Sales	365	366.91	286.07	80.84	Purchase playground equipment or other items used for all students
Oct-Nov	Art to Remember	365	5391.50	3699.88	1691.62	Art room supplies - replacements
03/20/2014	1st Grade Music Concert	142	373.62		373.62	Music equipment
11/14/2013	2nd Grade Music Concert	118	368.81		368.81	Music equipment
May-June	Book Fair	365	2874.84	1864.18	1010.66	Library/teacher supplies
Sept.-Oct.	Geckler Fall Fundraiser	365	13683.50	7640.58	6042.92	Playground equip/any items needed and used for students

Due to District Office by June 15, each year

Approved: February 12, 2007

374 Exhibit 3

FUND RAISING ACTIVITIES

Building/Organization: Theodore Robinson Intermediate

Date of Fund Raiser	Student Group	# Students Involved	Amount of Funds Raised	Cost of Items	Net Profits	Use of Funds Raised
All School Year	Popcorn Sales	411	284.75	\$171.15	\$113.60	Purchase playground equipment or other items used for all students
March-April	Art to Remember	411	4801.00	3648.00	\$1153.00	Art room supplies - replacements
03/18/2014	3 rd Grade Music Concert	120	367.54		367.54	Music equipment
11/19/2013	4 th Grade Music Concert	147	479.41		479.41	Music equipment
02/13/2014	5 th Grade Music Concert	144	311.08		311.08	Music equipment
May-June	Book Fair	425	\$4332.44	\$3014.67	\$1317.77	Library/teacher supplies
Sept.-Oct.	Geckler Fall Fundraiser	425	\$14244.00	\$7612.86	\$6631.14	Playground equip/any items needed and used for students

Due to District Office by June 15, each year

2013-14

FUND RAISING ACTIVITIES

Building/Organization: JC McKenna MS.

Date of Fund Raiser	Student Group	# Students Involved	Amount of Funds Raised	Cost of Items	Net Profits	Use of Funds Raised
3/22/13	Garbage Sale					
9/25 - 10/11/13	All MS Students	412	\$9438.-	Varies	\$ 3775.-	Middle School Student Activities
	Butterbread Sale					
2/19 - 3/7/14	All MS Music Students	approx. 350	\$22009.	\$13	\$ 8804.	Support Fine Arts at the MS level.
	Garbage Bag Sale					
5/9-5/22/14	All MS students	412	3904.-	\$14.64 + \$18.66	\$ 750.-	Support physical education & outdoor play.

Due to District Office by June 15, each year.

Possible Referendum Timeline

Board Meeting Dates	BOE Agenda Items
	Discuss CAC Recommendations
	Discuss Referendum, decide Yes/No
	Discuss Referendum Strategies - number of questions, election date, tax impact Communication Committee develops referendum communication plan
	Specific needs are approved and questions are determined, date of referendum is determined, communication plan is approved
June 25, 2014	Board passes resolution (70 days for Sept 9 election date)
July 16, 2014	Board passes / budget without referendum
August 13, 2014	Board passes resolution (70 days for Nov 4 election date)
August 27, 2014	
September 10, 2014	
Annual Meeting - September 24, 2014	One or two presentations
October 8, 2014	
October 29, 2014	Set one or two levies
November 12, 2014	
November 26, 2014 - May not be a meeting date	Board passes resolution (70 days for Feb 17 election date)
December 10, 2014	
January 14, 2015	Board passes resolution (70 days for Apr 17 election date)
January 28, 2015	
February 11, 2015	
February 25, 2015	
March 11, 2015	
March 25, 2015	

June 5, 2014

Jerry Roth, District Administrator
Evansville Community School District
340 Fair Street
Evansville, WI 53536

RE: Letter of Retirement

Mr. Roth:

This is to advise the District that I will be retiring effective December 3, 2014.

Thank you.

Sincerely,

Sandy Hauri

Sandy Hauri

*Read 6/6/14
JRW*

Tuesday, June 10, 2014

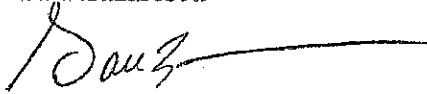
Dear Mr. Everson,

I am writing to confirm that I am resigning from my position as a Secondary Education English teacher for the Evansville Community School District, effective immediately.

Thank you for the opportunities of being a part of the Evansville District. I know you will find an exceptional educator to fill my position and wish you the best of luck in the coming school year.

Sincerely,

Sara Lazarescu



608-575-5469

Slazaresc11@alumni.uwosh.edu

Middleton, WI 53562

Rec'd
6-16-14
kr

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, June 11, 2014, at 6:00 pm in the District Board and Training Center.

The meeting was called to order by President Kathi Swanson. Roll call was taken. Members present: Rossmiller, Swanson, Busse, Rasmussen, Spanton Nelson, Hammann and Koenecke.

APPROVE AGENDA

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

PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS

- Back to School Days – August 12, 3:00-7:00 pm; August 19, 10:00 am-2:00 pm
- Thanked Ms. Havlik, Mr. Flaherty and Ms. Wick, on behalf of the Board, for their roles in the District

PUBLIC PRESENTATIONS

Email from parent, Gail Winter, in support of a Robotics and Mathematics Teams.

Parent, Dawn Cresswell, in support of a Robotics Team.

DISTRICT ADMINISTRATOR REPORT

Mr. Roth's submitted report was on JEDI update and Employee Compensation Committee updates. Discussion.

PRINCIPALS'/ADMINISTRATORS' REPORTS

High School Principal, Mr. Everson, introduced the new High School Board Representatives, Aliye Gallagher and Sidney Michael. Ms. Landers, Ms. Havlik, Ms. Wick, and Mr. Everson's submitted reports were on good things in our buildings. Mr. Cashore shared that Karen Wethal placed 5th in discus at the State Track meet. Discussion.

INFORMATION & DISCUSSION

Ms. Rossmiller reported on being the CESA 2 Board Representative and the redesign of CESA 2.

Mr. Everson reported on the 2013-2014 school year Youth Options program. Discussion.

Director of Student Services, Ms. Ashby, had submitted a report on student bullying and gave an update. Discussion.

Mr. Everson had submitted two co-curricular positions for consideration, Robotics and Mathematics Teams. Discussion.

Ms. Swanson presented for a second reading, policies: #662.3-General Fund Balance; #662.31-Committed Fund Balance; #362.1-Interlibrary Loan; #342.62 Services for English Language Learners (Bilingual-Bicultural Education); #342.63-Procedures for Testing English Language Learners; #345.1-Grading Systems; #370-The Co- and Extra-Curricular Activities Program; and #371-Co- and Extra-Curricular Participation. Discussion. Policies to come back for approval in July with suggested changes.

Mr. Roth and Business Manager, Ms. Treuden, presented examples of four and five year referendum debt schedules for a November or April referendum. Discussion. Mr. Roth to hold a meeting with the Citizens Advisory Committee (CAC) members and share updated information.

PUBLIC PRESENTATIONS

None.

BUSINESS (Action Items)

Motion by Mr. Rasmussen, seconded by Ms. Rossmiller, moved we do not approve the Employee Handbook proposed change for Part 2, Certified Staff, Section 1.02, as presented. Discussion. Motion carried, 5-2 (Koenecke, Hammann)(voice vote).

Motion by Ms. Rossmiller, seconded by Mr. Busse, moved we do not approve the Employee Handbook proposed changes for Part 3, Support Staff, Section 1, 1.03, as presented. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Busse, seconded by Ms. Rossmiller, moved we do not approve the Employee Handbook proposed changes for Part 3, Support Staff, Section 11.02, B, as presented. Motion carried, 7-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Mr. Rasmussen, moved we approve the Employee Handbook proposed change to the Employee Acknowledgement page, as presented. Discussion. Motion failed, 2-5 (Koenecke, Hammann, Spanton Nelson, Rasmussen, Swanson)(voice vote).

Motion by Ms. Swanson, seconded by Ms. Spanton Nelson, moved to approve the Employee Handbook Employee Acknowledgement form changes as proposed but to include in the form, line 10, Email notification regarding Handbook updates will be sent to all staff. Motion carried, 5-2 (Rossmiller, Busse)(voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Busse, moved to approve the 2014-2015 CESA 2 Contract as proposed. Discussion. Motion carried, 7-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Ms. Koenecke, moved to approve with regrets, the resignation of Sue Deininger, District Office Receptionist, and thank her for serving seven years in the District Office. Motion carried, 7-0 (voice vote).

Motion by Ms. Spanton Nelson, seconded by Mr. Busse, moved to approve the resignation, with regrets, of Teresa Baker, School Nurse, effective at the end of the 2013-2014 school year. Motion carried, 7-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Ms. Spanton, moved to approve hiring Laura Martin, One Year Kindergarten Teacher, for a salary of \$39,795; Amanda Schmidman, HS/8th Grade Band Teacher, for a salary of \$49,407; Dana Teske, HS Spanish Teacher, for a salary of \$41,442; Lisa Christensen, District Office Payroll Benefit Specialist, at \$18.00/hour; and Hillary Peterson, District Office Business Services Assistant, at \$16.00/hour. Motion carried, 7-0 (voice vote).

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

Motion by Mr. Busse, seconded by Ms. Spanton Nelson, moved to approve the 2014-2015 lunch prices as presented. Motion carried, 7-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Mr. Busse, moved to approve to commit General Fund 10 balance for the purpose of future District employee health insurance expense in an amount equal to the unspent 2013-2014 budget amount for the District High Deductible HRA reimbursement to be determined following the 2013-2014 financial audit. Motion carried, 7-0 (voice vote).

Motion by Ms. Spanton Nelson, seconded by Mr. Busse, moved to fully fund the High School Girls' Swim Team, starting with the 2014-2015 school year. Discussion. Motion carried, 7-0 (voice vote).

Motion by Ms. Spanton Nelson, seconded by Mr. Rasmussen, moved to approve the \$4,000 donation from Cindy Meehan and the 3 on 3 Basketball Group for two basketball hoops for the JC McKenna playground, and thanked all involved. Motion carried, 7-0 (voice vote).

CONSENT (Action Items)

Motion by Ms. Rossmiller, seconded by Mr. Rasmussen, moved to approve the consent agenda items: Policies: #343.43-Cooperative Education (Co-Op) and #345.6-Graduation Requirements; Employee Handbook Proposed Changes: Entire Handbook, Sub-On-Line to T.O.C.; Entire Handbook, Remove Policies: #513-Personnel/Payroll Management; #522.8-Staff Dress; #529.3-Bereavement Leave; #529.45=Personal Leave; #534-Substitute Teacher; and #536-Reduction in Work Force; Part 1, All Employees, Section 10; Part 2, Certified Staff, Section 6, 6.01, B, 3; Part 3, Support Staff, Sections 1, 1.01, 8, 8.01, C, 4; Part 5, Co-and Extra Curricular Staff, New Section; and Part 6, Substitute and Seasonal Staff, Sections 2.02, 3 and 4; Middle and High School Student Handbooks; May 28, 2014, Regular Meeting Minutes; and May Bills and Reconciliation, as presented. Motion carried, 6-1 (Hammann)(roll call vote).

FUTURE AGENDA

June 25, 2014, Regular meeting agenda discussed.

ADJOURN

Motion by Mr. Busse, seconded by Ms. Hammann, moved to adjourn the meeting. Motion carried, 7-0 (voice vote). Meeting adjourned at 9:34 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: _____ Dated: _____ Approved: 6/25/14
Kathi Swanson, President

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Communications Committee Meeting Minutes

The Communications Committee meeting was held on Wednesday, May 21, 2014, at 8:00 a.m. in the Board and Training Center.

Committee Members Present: John Rasmussen, Kathi Swanson, Jerry Roth and Doreen Treuden. Others present: Amanda Koenecke, Melissa Hammann and Mike Czerwonka

Approve Minutes: A motion was made by Mr. Rasmussen, seconded by Mr. Roth, to approve the minutes of April 16, 2014. Motion passed, 4-0 (voice vote).

Develop Timeline for Continued Communication With Open Enrollment Families: Amanda Koenecke and Melissa Hammann joined the meeting for this discussion to hear background information on open enrollment. Mr. Mike Czerwonka discussed the process of making phone calls to open enrolled families last summer. He made calls to families twice a week, varying mornings and afternoons in order to get the best response rate. Mr. Czerwonka referred to the documents that he presented previously to the Board. Discussion regarding the following: continuation of phone calls to open enrolled families (both in and out of District), who would be the best person to make phone calls, who should be contacted (last year as well as current year families), having a presence at such events as National Night Out, July 4th, Eat Local and Youth Night through BASE. Mr. Czerwonka agreed to put a timeline together that would outline a process to be used in the future. Discussion of the possibility of the Principals contacting families who indicate an interest in open enrolling into the District. Ms. Koenecke, Ms. Hammann and Mr. Czerwonka left the meeting.

Discussion regarding ways to market the District, creating brochures for the different schools and partnering with the Chamber of Commerce to enhance visibility of the District. Mr. Rasmussen will talk with Mayor Sandy Decker regarding ways to partner with the City.

Review Sample Communication Plans: Mr. Roth handed out an excel spreadsheet that the Administrative Team completed. This document will be used as the Committee continues to develop the communication plan.

Agenda for Next Meeting:

- Process for Communication (develop a flow chart indicating internal and external communication as well as routine and ad hoc communication).

Set Next Meeting Date: The next meeting will be on Wednesday, June 11, 2014, at 8:00 am.

Adjourn: Motion by Mr. Rasmussen, seconded by Ms. Swanson to adjourn the meeting. Meeting adjourned at 9:30 a.m.

Submitted by Kathi Swanson, Chair

Approved: 6/11/14

TO BE REPLACED WITH NEW LANGUAGE

STUDENT CONDUCT ON SCHOOL BUSES

Students shall conduct themselves while on the school bus in a manner consistent with classroom standards. The school bus driver shall maintain order among student riders when they are being transported to and from school. He/she is recognized as a member of the school staff having the same jurisdiction over the students while enroute to and from school as an instructor in the classroom. Bus drivers are expected to treat students with courtesy and respect.

Bus rider rules shall be established by the District in coordination with the bus company and distributed to students and their parent(s)/guardian(s) at the beginning of each school year.

When continuing or serious bus misconduct problems exist, or a student rider refuses to submit to the authority of the bus driver, the student may be subject to one or all of the following:

- 1) disciplinary referral in accordance with the school bus handbook;
- 2) suspension from bus and/or school, for a limited time;
- 3) community service;
- 4) revocation of privileges for the remainder of the school year;
- 5) expulsion from school;
- 6) restitution – pay for damages;
- 7) referral to law enforcement.

In such situations, the building principal shall make the decision and shall notify the student's parent(s)/guardian(s) of the decision and the reason thereof. Due process procedures shall be followed in disciplining students regarding misconduct on the school bus. Prior to revocation of bus riding privileges, a meeting will be held with parent(s)/guardian(s).

Legal Ref.: Sections 120.13(1) and 121.52(1) Wisconsin Statutes

STUDENT CONDUCT ON BUSES

All Evansville Community School District Board of Education policies concerning student behavior also pertain to conduct on the bus. Each year during annual registration, all parent(s)/legal guardian(s) are required to read this policy and sign off indicating that their student(s) will abide by these rules. This includes students who are not regular riders but who participate in school sponsored events involving bus transportation.

Building Principals shall forward photocopies of bus violation forms issued to special education students to the Special Education Department.

~~The following *Rules for Student Conduct on Buses, Policy #443.21*, shall be published in each school's student handbook:~~

- Students shall be on time for the bus. Students shall board the afternoon bus at the school that he/she attends.
- Students shall be careful when approaching bus stops, walking on the left toward oncoming traffic. If students cross the road, they must do so in front of the bus after making sure the highway is clear and after the bus driver signals they can cross.
- Students shall be courteous to the bus driver and fellow students. Students shall take their assigned seats without disturbing other students. Students shall sit down with their feet on the floor keeping the aisle clear. Students shall not stand on the bus. Students shall not extend any part of their body out of the bus windows. Cell phones shall be turned off when on the bus.
- Students shall not possess harmful objects and/or illegal substances -- they are prohibited. In addition, students shall not bring skateboards or other similar items on the bus. All personal property (i.e. toys, games, etc.) brought on the bus shall be at the expense of the owner if lost, stolen, and/or damaged. Neither the bus company nor the District shall accept responsibility for the loss of personal items or items that are under your care.
- Students shall care for the bus properly by helping to keep it clean and orderly. Eating, drinking, and littering are prohibited. Students who vandalize and/or cause damage to buses shall pay for the cost of repair(s) and/or replacement(s).
- Students shall listen to and obey directions from the bus driver. Excessive noise, fighting, pushing, tripping, inappropriate language, and disorderly conduct are prohibited. Loud talking, laughing and/or unnecessary confusion can divert the bus driver's attention and may result in a serious accident.

Legal Ref.: Sections 120.13(1) Wisconsin Statutes (School Board Powers)
121.52(1)(b) (Vehicle, Operator and Drive Requirements)

Local Ref.: Policy #443.21 – Rules for Student Conduct on Buses
Policy #443.2 Form 1 – First Violation - Warning
Policy #443.2 Form 2 – Second Violation – Suspension of School Bus Privileges
Policy #443.2 Form 3 – Third Violation – Suspension of School Bus Privileges
Policy #443.2 Form 4A – Fourth Violation A – Suspension/Expulsion of School Bus Privileges
Policy #443.2 Form 4B – Fourth Violation B – Expulsion of School Bus Privileges

RULES FOR STUDENT CONDUCT ON BUSES

All Evansville Community School District Board of Education policies concerning student behavior pertain to conduct on the bus. All students are required to read and sign off indicating they will abide by these rules each year.

- Students shall be on time for the bus. Students shall board the afternoon bus at the school that he/she attends.
- Students shall be careful when approaching bus stops, walking on the left toward oncoming traffic. If students cross the road, they must do so in front of the bus after making sure the highway is clear and after the bus driver signals they can cross.
- Students shall be courteous to the bus driver and fellow students. Students shall take their assigned seats without disturbing other students. Students shall sit down with their feet on the floor keeping the aisle clear. Students shall not stand on the bus. Students shall not extend any part of their body out of the bus windows. Cell phones shall be turned off when on the bus.
- Students shall not possess harmful objects and/or illegal substances -- they are prohibited. In addition, students shall not bring skateboards or other similar items on the bus. All personal property (i.e. toys, games, etc.) brought on the bus shall be at the expense of the owner if lost, stolen, and/or damaged. Neither the bus company nor the District shall accept responsibility for the loss of personal items or items that are under your care.
- Students shall care for the bus properly by helping to keep it clean and orderly. Eating, drinking, and littering are prohibited. Students who vandalize and/or cause damage to buses shall pay for the cost of repair(s) and/or replacement(s).
- Students shall listen to and obey directions from the bus driver. Excessive noise, fighting, pushing, tripping, inappropriate language, and disorderly conduct are prohibited. Loud talking, laughing and/or unnecessary confusion can divert the bus driver's attention and may result in a serious accident.

Disciplinary steps to be followed when handling infractions:

First Violation: Stop the bus, reseat the student in a front seat. Give the offending student a written warning that states the reason(s) for the warning. The student shall remain seated in front. Continue regular run. Student and parent(s)/legal guardian(s) are to sign and return form to bus driver within two (2) school days. Bus driver shall make contact with parent(s)/legal guardian(s) to confirm the parent(s)/legal guardian(s) are aware of this first violation if the signed form is not returned.

Second Violation: Stop the bus, reseat the student in a front seat. Give the offending student a written suspension notice explaining the process to be completed before bus privileges will be resumed. The student shall remain seated in front. Continue regular run. Give a copy of the suspension notice to the bus company supervisor and the student's principal. The bus company shall call the student's parent(s)/legal guardian(s) to help resolve the problem. The student will not be readmitted on the bus until an honest effort to correct his/her behavior is indicated and a "Behavior Plan" is completed and signed by the student, the student's parent(s)/legal guardian(s) and the bus driver. Consequences of 1-3 days off the bus.

Third Violation: Stop the bus, reseat the student in a front seat. The student may be suspended at his/her bus stop at the end of that school day, or at the end of the morning run if so directed by a bus company representative. If a bus company representative determines that the student will not be taken home at the end of that school day, the student's principal will contact the student's parent(s)/legal guardian(s). The student shall remain seated in front. Continue regular run. Give the student a written notice recommending "Loss of School Bus Privileges" to take to his/her parent(s)/legal guardian(s). Give copies of the same notice to the bus company supervisor and the student's principal. The principal shall call the student's parent(s)/legal guardian(s) and set up a conference with the student, his/her parent(s)/legal guardian(s) and a bus company representative to discuss the problem and determine the length of the student's suspension (1-5 days).

Fourth Violation: The student will automatically be suspended with a recommendation to the Board for expulsion from bus privileges. This recommendation will be presented to the Board in a closed session.

Each year during annual registration, all parent(s)/legal guardian(s) are required to read this policy and sign off indicating that their student(s) will abide by these rules. This includes students who are not regular riders but who participate in school sponsored events involving bus transportation.

EVANSVILLE COMMUNITY SCHOOL DISTRICT

FIRST VIOLATION - WARNING

Student Name _____	Date _____	Bus No. _____
Student at (circle one): K-2 Elem. 3-5 Int. 6-8 M.S. 9-12 H.S.		Grade _____

Today your child received this warning for inappropriate/unsafe behavior(s) on the bus. Please talk to your child about the choices he/she made today that were not good choices for bus behavior, and ask what he/she plans to do about his/her behavior. If your child continues with this behavior, the next step will be issuance of a second violation, which requires a written plan from your child before he/she can resume riding the bus. Thank you for your support.

Inappropriate/unsafe behavior(s):

- _____ Physical assault and/or fighting
- _____ Disrespectful to bus driver
- _____ Disrespectful to other students
- _____ Disrespectful to property
- _____ Threatening and/or intimidating bus driver and/or other students
- _____ Standing up, moving around and/or making distracting noises
- _____ Possession of harmful objects
- _____ Other _____

Additional comments: _____

Student Signature _____ Date _____

Parent/Legal Guardian Signature _____ Date _____

Bus Driver Signature _____ Date _____

Please sign and return this form to the bus driver. If this form is not signed by the student and parent/legal guardian and returned within two (2) school days, the bus driver will make contact with the parent/legal guardian.

Bus Co.: 882-6883 K-2 Elem.: 882-3100 3-5 Int.: 882-3840 6-8 M.S.: 882-3300 9-12 H.S.: 882-3501

Original signed form to bus company. Copies of form to student, parent/legal guardian and principal.

EVANSVILLE COMMUNITY SCHOOL DISTRICT

SECOND VIOLATION - SUSPENSION OF SCHOOL BUS PRIVILEGES

Student Name	Date	Bus No.
Student at (circle one): K-2 Elem. 3-5 Int. 6-8 M.S. 9-12 H.S.		Grade _____

Today your child received a second violation warning for inappropriate behavior on the bus. Please talk to your child about the choices he/she made today that were not good choices for bus behavior, and ask what he/she plans to do about his/her behavior. The student will not be readmitted on the bus until an honest effort to correct his/her behavior is indicated and the "Behavior Plan" below is completed and signed by the student, the student's parent/legal guardian, and the bus driver. A bus company representative will be in contact with you within two (2) days to assist you in completing this form, if needed. Thank you for your support.

Bus driver will submit a copy of this form to the building principal the day of event or next morning.

Inappropriate/unsafe behavior(s):

- | | |
|---|---|
| <input type="checkbox"/> Physical assault and/or fighting | <input type="checkbox"/> Threatening and/or intimidating bus driver and/or other students |
| <input type="checkbox"/> Disrespectful to bus driver | <input type="checkbox"/> Standing up, moving around and/or making distracting noises |
| <input type="checkbox"/> Disrespectful to other students | <input type="checkbox"/> Possession of harmful objects |
| <input type="checkbox"/> Disrespectful to property | |
| <input type="checkbox"/> Other _____ | |

Consequence: 1 - 2 - 3 days off the bus (circle one).

Additional comments: _____

BEHAVIOR PLAN

This Section Is To Be Completed By Student, His/Her Parent/Legal Guardian, and Bus Driver

What I intend to do to correct my future behavior: _____

I know what the rules are and I promise to abide by them.

Student Signature	Date
-------------------	------

I am aware of this problem and promise to do everything possible to correct the situation. I understand that if an infraction(s) occurs again, my child will be recommended for further loss of bus privileges. Your signature indicates your approval of the student's description of his/her infraction(s) and plan to correct his/her behavior.

Parent/Legal Guardian Signature	Date
---------------------------------	------

Bus Driver Signature	Date
----------------------	------

EVANSVILLE COMMUNITY SCHOOL DISTRICT

THIRD VIOLATION - SUSPENSION OF SCHOOL BUS PRIVILEGES

Student Name	Date	Bus No.
Student at (circle one): K-2 Elem. 3-5 Int. 6-8 M.S. 9-12 H.S.		Grade _____

Your child's bus privileges have been suspended because of the following infraction(s): _____

Bus Driver Signature	Date
----------------------	------

Your child's principal will call you to set up a conference: _____
(Conference Date & Time)

CONFERENCE DECISION

We have met and discussed bus rules and procedures. It is understood that further infractions will result in a recommendation to the Evansville Community School District Board of Education for expulsion of bus privileges.

Loss/suspension of bus privileges: 1 – 2 – 3 – 4 – 5 days off the bus (circle one).

Principal Signature

Bus Driver Signature

Student Signature

Parent/Legal Guardian Signature

Bus Co.: 882-6883 K-2 Elem.: 882-3100 3-5 Int.: 882-3840 6-8 M.S.: 882-3300 9-12 H.S.: 882-3501

Original signed form to bus company. Copies of form to student, parent/legal guardian and principal.

EVANSVILLE COMMUNITY SCHOOL DISTRICT

PARENT NOTIFICATION

FOURTH VIOLATION A – SUSPENSION/EXPULSION OF SCHOOL BUS PRIVILEGES

Student Name Date Bus No.

Student at (circle one): K-2 Elem. 3-5 Int. 6-8 M.S. 9-12 H.S. Grade _____

Your child's bus privileges have been suspended because of the following infraction(s): _____

Bus Driver Signature Date

On this date _____, we have suspended your child's bus privileges until a permanent loss of his/her privileges can be determined by the Board of Education. Your child's principal will contact you prior to conducting an investigation and will then inform you of the results of the investigation in writing. This will be done in accordance with Evansville Community School District Board Policies: #443.2, *Student Conduct on Buses*; #443.21, *Rules for Student Conduct on Buses*; and #443.2 *Forms 1-4B, Violations*.

Bus Co.: 882-6883 K-2 Elem.: 882-3100 3-5 Int.: 882-3840 6-8 M.S.: 882-3300 9-12 H.S.: 882-3501

Original signed form to bus company. Copies of form to student, parent/legal guardian and principal.

EVANSVILLE COMMUNITY SCHOOL DISTRICT

NOTIFICATION OF PRINCIPAL'S INVESTIGATION
FOURTH VIOLATION B – EXPULSION OF SCHOOL BUS PRIVILEGES

Student Name Date Bus No.

Student at (circle one): K-2 Elem. 3-5 Int. 6-8 M.S. 9-12 H.S. Grade _____

Your child's bus privileges were suspended on _____ and will continue until the Board of Education meets in closed session at _____ PM on _____.

You will receive notice of the time, date, location, etc. of this meeting. At this meeting, your child's principal will present the investigation results in accordance with Evansville Community School District Board of Education Policies: #443.2, *Student Conduct on Buses*; #443.21, *Rules for Student Conduct on Buses*; and #443.2 *Forms 1-4B, Violations*.

First Violation(s) and date(s) _____

Second Violation(s) and date(s) _____

Third Violation(s) and date(s) _____

Fourth Violation(s) and date(s) _____

Principal Signature Date

BOARD OF EDUCATION FINAL DECISION

Loss of bus privileges from _____ to _____

Board of Education President Signature Date

Board of Education Clerk Signature Date

Bus Co.: 882-6883 K-2 Elem.: 882-3100 3-5 Int.: 882-3840 6-8 M.S.: 882-3300 9-12 H.S.: 882-3501

Original signed form to bus company. Copies of form to student, parent/legal guardian and principal.

TO BE REPLACED WITH NEW LANGUAGE

REPORTING CHILD ABUSE AND NEGLECT

The District is committed to providing a positive environment within our schools and assisting families and community child protection agencies to provide positive environments in the home and community.

Our professional educators and support staff occupy a unique position as the most constant and perceptive observers of the emotional, social and intellectual growth of Evansville school children. ~~Because of this pivotal role, their assistance is crucial to help give abused/neglected children and their families the professional protection and treatment they need.~~

The District requires that staff members or administrators having reasonable cause to suspect that a child seen in the course of professional duties has been abused or neglected, shall immediately report the suspicion or belief to appropriate authorities. In the event they believe a child has been threatened with abuse or neglect or that it will occur, shall immediately report that suspicion or belief to the appropriate authorities.

Definitions: The following definitions are to assist in defining suspected abuse or neglect:

1. "Abuse" means any physical injury inflicted on a child by other than accidental means. "Physical injury" includes, but is not limited to, severe bruising, lacerations, fractured bones, burns, internal injuries or any other injury constituting great bodily harm. Abuse also includes sexual intercourse, sexual contact or sexual exploitation.
2. "Neglect" means failure, refusal or inability on the part of a parent, guardian, legal custodian, or other person exercising temporary or permanent control over a child, for reasons other than poverty, to provide necessary care, food, clothing, medical or dental care or shelter so as to seriously endanger the physical health of the child.
3. "Emotional damage" means harm to the child's psychological or intellectual functioning which is exhibited by severe anxiety, depression, withdrawal or outward aggressive behavior, or a combination of those behaviors, which is caused by the child's parent, guardian, legal custodian or other person exercising temporary or permanent control over the child and for which the child's parent, guardian or legal custodian has failed to obtain the treatment necessary to remedy the harm. "Emotional damage" may be demonstrated by a substantial and observable change in behavior, emotional response or cognition that is not within the normal range for the child's age and stage of development.

Staff may wish to consult their building principal, or pupil services staff for assistance in the reporting process. The principal or pupil services staff shall support the staff member in their action and shall not attempt to delay, modify, or prevent any employee from making a report. The reporter has no obligation to prove that child abuse or neglect has occurred. The burden of proof shall be left to trained investigators.

Reports shall be directed to the Rock County Human Services Department. If a report to that department is not possible, it should be directed to the Rock County Sheriff's Department or local law enforcement agency. If the abuse or neglect is life threatening, staff should first report to the law enforcement agency and request an immediate investigation. The School District shall maintain as confidential any and all information pertaining to suspected child abuse or neglect reports and will share that information only as permitted under state laws and regulations.

Discipline action may result from the failure of a district employee to report suspected child abuse or neglect of which they have knowledge.

Legal Ref.: Sections 48.02 Wisconsin Statutes (Definitions)
48.981 (Abused or Neglected Children and Abused Unborn Children)
118.01(2)(d)8 (Educational Goals)
118.125 (Pupil Records)
118.126 (Privileged Communications)

Local Ref.: Policy #454.1, Reporting Child Abuse and Neglect, Administrative Guidelines
Policy #454.1 Form, Child Protective Services Referral

Revised: ~~June 17, 1996~~

Revised: August 15, 2005

454

Revised: November 8, 2010

Revised:

1st Reading: 6/25/14

REPORTING CHILD ABUSE AND NEGLECT

The Evansville Community School District Board of Education recognizes the serious local, state, and national problems of child abuse and neglect, and adopts a comprehensive approach leading toward detection and reporting of suspected child abuse or neglect to duly constituted authorities.

School personnel should be aware of and sensitive to the causes of child abuse and neglect. To assure accurate reporting by mandated District reporters, inservice programming shall be provided in accordance with procedures established by the Department of Public Instruction (DPI). Minimally, to meet the requirements of Wisconsin Act 81, school boards must require all employees to receive training provided by the DPI within six (6) months of initial hiring and at least once every five (5) years thereafter. Child abuse and neglect reports shall be dealt with in a confidential manner in accordance with state law requirements.

All employees of the District having reasonable cause to suspect that a child seen in the course of their duties has been abused or neglected, or having reason to believe that child has been threatened with abuse or neglect and that abuse or neglect will occur, shall immediately contact the Human Services Department of the county in which the child resides and comply with other reporting requirements outlined in District procedures. Reports are made in terms of the child's "possible condition". Getting proof that child abuse has occurred usually takes time. Proving child abuse should be left to trained investigators.

County agencies may contact, observe or interview a child at school without permission from the child's parent/guardian or legal custodian if necessary to determine if a child is in need of protection or services. Children interviewed at school shall be offered the assistance and support of a school personnel, if warranted, to the extent authorized by law.

A mandatory report of child abuse or neglect must be made immediately and DPI has indicated that there should be no delay in making a report for any reason. DPI does acknowledge that school employees may wish to consult with a professional who has clinical skills (e.g., school psychologist, school nurse, guidance counselor) to assist in determining whether a report is required, but advises that while such consultation is acceptable, it cannot result in the delay of a report. Moreover, DPI reminds reporters that asking someone else to make a child abuse or neglect report does not absolve an employee of their legal responsibility to report.

Wisconsin Act 81 also expands the penalties for failing to report such abuse or neglect to all school employees. Thus, any school employee who fails to make a required report of child abuse or neglect could be penalized with a fine of not more than \$1,000 or imprisonment of not more than six (6) months, or both.

In addition, school employees are entitled to confidentiality in making reports of child abuse or neglect. Consequently, while the reporter will generally be identified to the agencies receiving the report, no information about the identity of the reporter, such as name, job title, place of

employment, etc., may be shared or disclosed with third parties, unless disclosure is authorized on other grounds.

No District employee shall be discharged from employment for making such a report. In addition, state law guarantees immunity from any civil or criminal liability that may result from making a report on child abuse or neglect, and provides for the protection of the identity of any individual who makes such a report.

The reporting person shall use Policy #454.1 Form, Child Protective Services Referral, for collecting necessary information for the reporting of suspected/known abuse.

This referral information shall not become part of the student's records. Once it is completed, the form should be submitted to the Director of Students Services. All referrals shall be confidential, except as otherwise provided by state law.

Legal Ref.: Sections 48.981 Wisconsin Statutes (Abused or Neglected Children and Abused
Unborn Children)
118.07(5) (Health and Safety Requirements)
2011 Wisconsin Act 81

Local Ref.: Policy #454.1 Form, Child Protective Services Referral

Revised: December 9, 1991
Revised: August 15, 2005
Revised: November 8, 2010
1ST Reading: 6/25/14

454.1

FOR REMOVAL AS INCORPORATED IN NEW 454

REPORTING CHILD ABUSE AND NEGLECT ADMINISTRATIVE GUIDELINES

When physical abuse, physical neglect, sexual abuse or emotional/psychological abuse is suspected, the referring person should first report the suspected abuse/neglect to any building principal or his/her designee, which will usually be pupil services staff. If no one is available, the staff member should make the contact to social services directly.

Reports of child abuse or neglect should be addressed to the Rock County Human Service Department (RCHSD). Calls should be placed to RCHSD immediately after discovery of the suspected abuse or neglect. When a call is made, information requested by Rock County should be provided to the greatest extent possible. Rock County supplies the Evansville School District with a written report of findings of the suspected abuse or neglect.

The reporter does not have to prove that child abuse has occurred. Child abuse is to be reported as soon as it is suspected. Waiting for proof may mean further risk to the child. Reports are made in terms of the child's "possible condition". Getting proof that child abuse has occurred usually takes time. Proving child abuse should be left to trained investigators.

The reporting person will be asked their name and position which will be kept confidential when reporting suspected child abuse, but does not have to provide that information. It is better for the child and the agency when you do identify yourself. More information may be needed that will better enable the agency to help the child and the family. Persons who report in good faith are not held legally liable, even if the report cannot be proven. Many people fear that if they identify themselves when reporting suspected child abuse, the child's parents can sue. Wisconsin has a child abuse law that protects the reporter from civil and criminal liability.

The District shall provide a format for collecting necessary information for in-take of suspected/known abuse.

Local: Policy #454.1 Form, Child Protective Services Referral

TO BE REPLACED WITH NEW ONE
EVANSVILLE COMMUNITY SCHOOL DISTRICT
CHILD PROTECTIVE SERVICES REFERRAL

CONFIDENTIAL

Child's Name: _____ Age: _____ DOB: _____

Sex: _____ Grade: _____ School: _____

Address: _____ Phone: _____

Special Needs of Child/Family (S/L, ESL, cognitive, disabilities, special ed): _____

Family Stressors (AODA, financial, marital, family violence, legal, mental health): _____

Describe Abuse and Neglect Regarding Student Concern of Injuries or Conditions: _____

Family Information (including all people in the home, custodial/non-custodial parents, stepparents, primary caregiver, siblings, court order contacts, adults not in the home):

Name	Relationship	School	DOB	Home Phone/Work Phone

Previous DCHS Referrals/Interventions: _____

Current Worker: _____

Action Taken: _____

REPORTED TO: Name: _____ Position: _____
Phone: _____ Date/Hour: _____ Agency: _____

REPORTED FROM: Name: _____ School: _____ Phone: _____

Approved: November 8, 2010

Revised:

1ST Reading: 6/25/14

TO REPLACE CURRENT FORM

454.1 Form

454 Form

EVANSVILLE COMMUNITY SCHOOL DISTRICT
CHILD PROTECTIVE SERVICES REFERRAL
CONFIDENTIAL

Child's Name: _____ Age: _____ DOB: _____

Sex: _____ Grade: _____ School: _____

Address: _____ Phone: _____

Special Needs of Child/Family (S/L, ESL, cognitive, disabilities, special ed):

Family Stressors (AODA, financial, marital, family violence, legal, mental health):

Describe Abuse and Neglect Regarding Student Concern of Injuries or Conditions:

Family Information (including all people in the home, custodial/non-custodial parents, stepparents, primary caregiver, siblings, court order contacts, adults not in the home):

Name Relationship School DOB Home Phone/Work Phone

Previous DCHS Referrals/Interventions:

Current Worker:

Action Taken:

REPORTED TO:

Name: _____ Position: _____

Phone: _____ Date/Hour: _____ Agency: _____

REPORTED FROM:

Name: _____ School: _____ Phone: _____

Once completed, please send copy to Director of Student Services.

Approved: July 8, 1985
Revised: February 12, 2007
Revised: July 12, 2012
1st Reading: 6/25/14

151

(RECOMMEND TO REPLACE WITH NEW #151)
BOARD POLICY DEVELOPMENT

The Policy Committee is the governing body that reviews all questions of general policy to be employed in the operation of the public schools in the District.

Proposals regarding school district policy may originate from any of several sources including, but not necessarily limited to: a parent/guardian, a taxpayer, an employee or employee organization, a student or student organization, a member of the Board, the District Administrator, a consultant or a civic group. In all cases, proposed new or revised policies shall explicitly state their potential contribution in furthering the stated goals of the District.

Policies shall be in compliance with state and federal laws and regulations and consistent with current employee agreements. New policies shall not be accepted nor old policies retained that are in direct conflict with employee negotiated agreements or benefit policies.

District policies shall be reviewed on a regular basis and updated as necessary.

Board Operating Policies

Policies designed to organize and control Board internal operations shall be established to increase the efficiency and effectiveness of the Board in carrying out its legally mandated tasks. Some Board operating policies are set by statutes, but others may be formulated and adopted by the Board itself as long as they are in harmony with the intent and specifics of the statutes. Board members shall be informed of and given the opportunity to participate fully in the discussion of each proposed new or amended Board operating policy. Board operating policies shall be adopted or amended after the Board has had three opportunities to read and discuss the proposals at successive Board meetings. Where implementation of a policy needs to occur prior to the next board meeting, the Board may approve the policy at the meeting where the first or second readings occur.

Availability of Board Policies

All policies are available on-line at the District website. Policy binders are also maintained and available for review at each school office and the Eager Free Public Library.

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

Approved: July 8, 1985
Revised: February 12, 2007
Revised: July 12, 2012
Revised:
1st Reading: 6/25/14

151

BOARD POLICY DEVELOPMENT ADOPTION, REVIEW AND IMPLEMENTATION

Policymaking is the primary method by which school boards exercise their statutory authority and broad powers. Therefore, the Evansville Community School District Board of Education shall adopt written policies to guide the actions of those to whom it delegates authority and to serve as the basis for School District operations and decision making.

In the development of policies, the Board and/or administration may consult, as appropriate, with individuals and groups affected by the policy and those with expertise related to the policy topic. All District policies should serve an identified purpose, be supportive of the District's vision, mission and goals, provide clear guidance, be in compliance with applicable legal requirements, and be consistent with related District policies and provisions of employee handbooks.

The District Administrator and Policy Committee share a continuing responsibility to review policies and suggest modifications to them as may be required. District policies shall be reviewed by the Policy Committee on a regular basis and updated as necessary. Proposals for new policies or changes to existing policies may be initiated in writing by any Board member, District employee or community member. The written request shall be referred to the Policy Committee for study prior to consideration by the Board. The submission of a policy proposal does not guarantee consideration of the proposal by the full Board.

Adoption of new or revised policies is solely the responsibility of the Board. Upon recommendation by the Committee, any new or revised policy will be submitted to the Board in writing. Each policy shall be properly noticed and shall be read at three consecutive Board meetings. Where implementation of a policy needs to occur prior to the third reading, the Board may approve the policy where the first or second readings occur. An affirmative vote by the majority of the Board shall be required for adoption.

The Board recognizes that while policymaking is its responsibility, the implementation of District policies is the responsibility of the District Administrator. The District Administrator shall develop administrative guidelines and exhibits as necessary to ensure effective and consistent policy implementation. Administrative guidelines and exhibits may be presented to the Board for informational purposes, but shall not be acted upon by the Board unless deemed appropriate or necessary by the Board and/or administration.

Legal Ref.: Section 120.¹³12(2) Wisconsin Statutes (School-Board-Duties)

Revised: September 10, 2001
Revised: September 8, 2003
Revised: February 12, 2007
Revised: February 11, 2008

151.1

1st Reading: 6/25/14

(RECOMMEND FOR REMOVAL)

DEFINITION, ADOPTION, AMENDMENT AND TERMINATION OF POLICY

The Board may work in an agreed upon committee structure or act as a committee of the whole to develop and review policy. Administration will keep the Board informed of emerging policy issues. In addition, the Board or Committee may work cooperatively with administration, staff, citizens and students at any point in the process of policy development and review. The Board shall act only as a committee of the whole to adopt policy.

The Board will annually approve a schedule or Board goal describing the review of specific Board policies and procedures. Individual policies or procedures may be reviewed at any time to address current or emerging issues.

In development, review and adoption of Board policies, the following criteria shall be applied to new and/or existing policy:

- The policy addresses an issue of enduring significance to the District.
- The policy completely and accurately reflects the current educational and operational philosophies, practices, and goals of the District.
- The policy is consistent with other Board policies.
- The policy is consistent with, but not a restatement of, state law, federal laws and/or DPI regulations.
- The policy is readily understandable to all who are affected by it, including staff, administration, students, parents and community members.
- The policy is accompanied by procedures, when necessary.
- Forms may be revised/updated as needed with the Policy Committee determining if board action is needed or if the Board will just be informed.

For adoption, new or revised policies and procedures must be presented in writing at a Board meeting. Each policy shall be properly noticed and shall be read at three board meetings before action is taken. An affirmative vote by the majority of the Board members shall be required for adoption of a policy or procedure. The Board may adopt, amend or suspend a policy at any time should the need arise.

The District Administrator or designee shall be responsible for dissemination of policies to employees of the District, students and citizens.

Approved: June 10, 1985
Revised: September 10, 2001
Revised: July 12, 2004
Revised:
1st Reading: 6/25/14

(RENUMBER AS #151.1) 151.2

ACCESS TO BOARD POLICIES

The District Administrator or **designee** shall make reasonable efforts to disseminate policies adopted by the Board, to employees of the District, students and citizens. ~~The policies will be available, upon request at the District Office, prior to the second reading by the Board. Following a third reading/approval by the Board, copies of adopted policies shall be available at each of the following locations, prior to the next board meeting:~~

- ~~1. District office.~~
- ~~2. School offices.~~
- ~~3. Eger Free Public Library.~~
- ~~4. District website.~~

All policies will be available online at the District website. Policy binders are also maintained and available for review at the District Office.

~~School board members may each have a copy of the current policy book along with the following school district employees:~~

- ~~1. Superintendent (District Office copy).~~
- ~~2. Business Manager.~~
- ~~3. Director of Instruction.~~
- ~~4. Director of Pupil Services.~~

~~All policy manuals distributed are the property of the Board and shall be considered as "on loan". They are subject to recall at any time deemed necessary by the District Administrator for purposes of updating.~~

Approved: June 10, 1985
Revised:
1st Reading: 6/25/14

(RENUMBER AS #151.2) 151.3

ADMINISTRATION IN POLICY ABSENCE

In cases where emergency action must be taken and the Board has provided no policy guidelines, the District Administrator shall have the authority to act. His/her decisions shall be reported to the Board at its next regular meeting. It shall be the duty of the District Administrator to inform the Board promptly of such action and of the need for policy.

Approved: June 10, 1985
Revised: September 10, 2001

151.4

1st Reading: 6/25/14

(RECOMMEND REMOVAL)

DEFINITION AND BOARD REVIEW OF ADMINISTRATIVE RULES

An administrative rule is procedure-oriented detailing the implementation of the policy.

Administrative procedures should originate internally. The Board reserves the right to review and veto administrative rules, if in the Board's judgment, they are inconsistent with statutory law, case law, or with policies/procedures adopted by the Board.

The district office shall maintain all administrative rules in a manner consistent with the policy manual.

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda

Wednesday, July 16, 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: Tina Rossmiller John Rasmussen Amanda Koenecke Kathi Swanson Sandra Spanton Nelson Eric Busse Melissa Hammann	1 min
II. Approve Agenda.	1 min
III. Public Announcements/Recognition/Upcoming Events: <ul style="list-style-type: none">• Back to School Days – August 12, 3:00-7:00 pm; August 19, 10:00 am-2:00 pm• September 2 – First Day of School• September 24, Annual School Board Meeting, 7:00 pm	1 min
IV. Public Presentations.	10 min
V. District Administrator Report – Year End Reflection.	2 min
VI. Information & Discussion: <ul style="list-style-type: none">A. Health and Nursing Services Report.B. Second Reading of Policies: Policy #454 – Reporting Child Abuse and Neglect; #454.1 - Reporting Child Abuse and Neglect, Administrative Guidelines; and #454.1 Form – Child Protective Services Referral.C. Strategic Planning Discussion.D. Discuss Referendum Strategy.	__ min
VII. Public Presentations.	5 min
VIII. Business (Action Items): <ul style="list-style-type: none">A. Approval of A Resolution in Support of the Preservation of Tax-Exempt Financing.B. Approval of Robotics and Mathematics Teams.C. Approval of Staff Changes:D. Approval of Updated 2014-2015 Budget.E. Resolution Authorizing Temporary Borrowing in An Amount Not To Exceed \$5,000,000; Issuance of Tax and Revenue Anticipation Promissory Notes; and Participation In The Wisconsin School Districts Cash Flow Administration Program.	__ min

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| IX. Consent (Action Items): | 2 min |
| A. Approval of Policies: Policy #443.2 – Student Conduct on School Buses; #443.21 – Rules For Student Conduct on Buses; #443.2 Form 1 – First Violation – Warning; #443.2 Form 2 – Second Violation – Suspension of School Bus Privileges; #443.2 Form 3 – Third Violation – Suspension of School Bus Privileges; #443.2 Form 4A – Fourth Violation A – Suspension/Expulsion of School Bus Privileges; #443.2 Form 4B – Fourth Violation B – Expulsion of School Bus Privileges; #662.3-General Fund Balance; #662.31-Committed Fund Balance; #362.1-Interlibrary Loan; #342.62 Services for English Language Learners (Bilingual-Bicultural Education); #342.63- Procedures for Testing English Language Learners; #345.1-Grading Systems; #370-The Co- and Extra-Curricular Activities Program; and #371-Co- and Extra-Curricular Participation.
B. Approval of June 25, 2014, Regular Meeting Minutes. | |
| X. August 13, 2014, Regular Meeting Agenda. | 5 min |
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| XI. Ten Minute Break. | |
| XII. Executive Session – Under Wisconsin State Statute 19.85(1)(c) to Discuss 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:



May 23, 2014

To the School Board
Evansville Community School District
Evansville, Wisconsin

We are engaged to audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Evansville Community School District for the year ended June 30, 2014. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under Auditing Standards Generally Accepted in the United States of America and OMB Circular A-133

As stated in our engagement letter dated May 23, 2014, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider Evansville Community School District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

As part of obtaining reasonable assurance about whether Evansville Community School District's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with OMB Circular A-133, we will examine, on a test basis, evidence about Evansville Community School District's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement applicable to each of its major federal programs

Janesville Office:
3000 Milton Avenue
Suite 107
P.O. Box 2280
Janesville, WI 53545
P: (608) 756-4020

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

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

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

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

for the purpose of expressing an opinion on Evansville Community School District's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on Evansville Community School District's compliance with those requirements.

Our responsibility for the supplementary information accompanying the financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

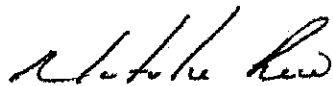
Our audit will include obtaining an understanding of the district and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit on approximately July 21, 2014 and issue our report on approximately November 1, 2014.

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

Sincerely,

Wegner CPAs, LLP



Natalie Rew, CPA
Senior Manager