

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda

Wednesday, October 30, 2013

6:00 p.m.

District Board and Training Center

340 Fair Street (Door 36)

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

- I. Roll Call: Dennis Hatfield Eric Busse Mason Braunschweig
 Tina Rossmiller John Rasmussen HS Rep. Hunter Johnson
 Kathi Swanson Sandra Spanton Nelson HS Rep. Marissa Haegele

- II. Approve Agenda.

- III. Presentations:
 - A. JEDI Virtual School – Leslie Steinhaus.
 - B. Open Enrollment IN/OUT Survey Results – Mike Czerwonka.
 - C. Senior Graduation Project.

- IV. Information & Discussion:
 - A. Communication Committee.
 - B. District Goals.
 - C. Hiring of Elementary and Middle School Principal Positions.

- V. Business (Action Items):
 - A. Approval of the 2013-2014 Tax Levy Amount and Revised Budgets.
 - B. Approval of October 9, 2013, Regular Minutes.
 - C. Approval of Employee Compensation Committees Meetings.
 - D. Approval of Parent Transportation Contracts.

- VI. Budget Finance – Chair, Kathi Swanson –
 - A. Discussion Items:
 - 1) Evansville Education Foundation Update.
 - 2) Citizens Advisory Committee Update.
 - 3) 4K Investigation Update.
 - 4) Insurance Committee Update.
 - 5) Football Press Box Update.
 - 6) Phone System Upgrade.
 - 7) Third Friday Attendance/Open Enrollment/Home-Schooled Student Reports.
 - 8) 2014-2015 Budget Process/Calendar.
 - 9) Security Audit.

- B. Develop Budget Finance Agenda Items for January 29 Meeting.
- VII. Policy – Chair, Tina Rossmiller –
- A. First Reading of Policies:
- 1) Policy 529.45 – Personal Leave
 - 2) Policy 534 – Substitute Teacher Employment
 - 3) Policy 830 – Use of School Facilities
 - 4) Policy 830 Form – Facility Use Agreement
 - 5) Policy 830 Form 1 – Key and Swipecard Checkout Form
 - 6) Policy 830 Form 2 – Request for Kitchen Use
 - 7) Policy 830 Form 3 – Special Equipment/Materials or Setup Needed
 - 8) Policy 830 Form 4 – Community Walkers Agreement
 - 9) Policy 110 – Philosophy of the Evansville Community Schools
 - 10) Policy 111 – District Vision, Mission and Goals Statements
 - 11) Policy 111.1 – Expectations of the Evansville Community School District
 - 12) Policy 833 – Motorized Vehicles on School Property
- B. Develop Policy Draft Agenda for January 29 Regular Meeting.
- VIII. Board Development – Chair, Eric Busse –
- A. WASB (Wisconsin Association of School Boards) Seminars Board Members Attending.
- B. Presentation – Roles, Responsibilities and Legal Considerations for the Board – Attorney JoAnn Hart.
- C. Develop Board Development Agenda for January 29 Regular Meeting.
- IX. Future Agenda – Chair, Eric Busse
- A. Develop November 13 Regular Board Meeting Agenda.
- X. Adjourn.

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: 10/24/13

Re-Posted: 10/28/13

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda/Briefs

Wednesday, October 30, 2013

6:00 p.m.

District Board and Training Center

340 Fair Street (Door 36)

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

I. **Roll Call:** Dennis Hatfield Eric Busse Mason Braunschweig
 Tina Rossmiller John Rasmussen HS Rep. Hunter Johnson
 Kathi Swanson Sandra Spanton Nelson HS Rep. Marissa Haegele

II. **Approve Agenda.**

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

III. **Presentations:**

A. JEDI Virtual School – Leslie Steinhaus – *Information is enclosed. Dr. Steinhaus will make a presentation.*

B. Open Enrollment IN/OUT Survey Results – Mike Czerwonka – *Mr. Czerwonka has enclosed his findings from the survey he had done this past summer. He will present the information.*

C. Senior Graduation Project - *At the August 15, 2011, school board meeting, the Board’s motion reads: Motion by Mr. Busse, seconded by Mr. Rasmussen, moved we approve the senior graduation project as a requirement effective for the graduating class of 2015 (this year’s freshmen). The final criteria must be clear and approved by the Board no later than January of 2014. Discussion. Motion carried, 5-0 (voice vote). (Members present: Swanson, Busse, Rasmussen, Rossmiller, and Skinner. Members absent: Hatfield and Hurley).*

Mr. Everson has enclosed a memo.

IV. Information & Discussion:

- A. Communication Committee – *Enclosed are the minutes of the last meeting.*

- B. District Goals – *Mr. Roth has enclosed the 2013-2014 Goals.*

- C. Hiring of Elementary and Middle School Principal Positions – *Mr. Roth has enclosed a memo.*

V. Business (Action Items):

- A. Approval of the 2013-2014 Tax Levy Amount and Revised Budgets – *Ms. Treuden has enclosed the updates.*

Suggested Motion I move we approve the revised budgets as presented and the total tax levy including debt of \$8,129,843.00.

- B. Approval of October 9, 2013, Regular Minutes – *Enclosed are the unapproved minutes.*

Suggested Motion: I move we approve the October 9, 2013, Board minutes as presented.

- C. Approval of Employee Compensation Committees Meeting – *Enclosed is a memo. I am looking for approval for creating two employee compensation committees.*

Suggested Motion: I move we approve the creation of two employee compensation committees, one of teaching staff and one of support staff, including administrative assistants.

- D. Approval of Parent Transportation Contracts – *Ms. Treuden has enclosed information.*

Suggested Motion: I move we approve the parent transportation contracts for private school transportation in the amount of \$1,421.88 for Elmer and Karyn Schwartz and \$2,490.88 for Simon and Fannie Yoder for the 2013-2014 school year.

VI. Budget Finance – Chair, Kathi Swanson –

- A. Discussion Items:
 - 1) Evansville Education Foundation Update – *Ms. Swanson has enclosed a report.*

 - 2) Citizens Advisory Committee Update – *Mr. Roth has enclosed a memo and the approved minutes of September 30 and October 14.*

- 3) 4K Investigation Update – Ms. Landers has enclosed information.
- 4) Insurance Committee Update – Ms. Treuden has enclosed information.
- 5) Football Press Box Update – Mr. Roth will give an update.
- 6) Phone System Upgrade – Ms. Treuden has enclosed a memo.
- 7) Third Friday Attendance/Open Enrollment/Home-Schooled Student Reports – Mr. Roth has enclosed information.
- 8) 2014-2015 Budget Process/Calendar – Ms. Treuden has enclosed information.
- 9) Security Audit – Ms. Treuden has enclosed information.

B. Develop Budget Finance Agenda Items for January 29 Meeting.

VII. Policy – Chair, Tina Rossmiller –

- A. First Reading of Policies: *These policies come forward with suggested changes or for removal.*
 - 1) Policy 529.45 – Personal Leave
 - 2) Policy 534 – Substitute Teacher Employment
 - 3) Policy 830 – Use of School Facilities
 - 4) Policy 830 Form – Facility Use Agreement
 - 5) Policy 830 Form 1 – Key and Swipekey Checkout Form
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 - 9) Policy 110 – Philosophy of the Evansville Community Schools

- 10) Policy 111 – District Vision, Mission and Goals Statements
- 11) Policy 111.1 – Expectations of the Evansville Community School District
- 12) Policy 833 – Motorized Vehicles on School Property

B. Develop Policy Draft Agenda for January 29 Regular Meeting.

VIII. Board Development – Chair, Eric Busse –

- A. WASB (Wisconsin Association of School Boards) Seminars Board Members Attending.
- B. Presentation – Roles, Responsibilities and Legal Considerations for the Board – Attorney JoAnn Hart.
- C. Develop Board Development Agenda for January 29 Regular Meeting.

IX. Future Agenda – Chair, Eric Busse

- A. Develop November 13 Regular Board Meeting Agenda – Enclosed is a draft of the agenda.

X. Adjourn.

Suggested Motion: I move we adjourn.

MEMORANDUM

To: ECSD Board of Education
From: Jerry Roth, District Administrator
Re: JEDI Virtual School, Online Learning
Date: 10-30-13

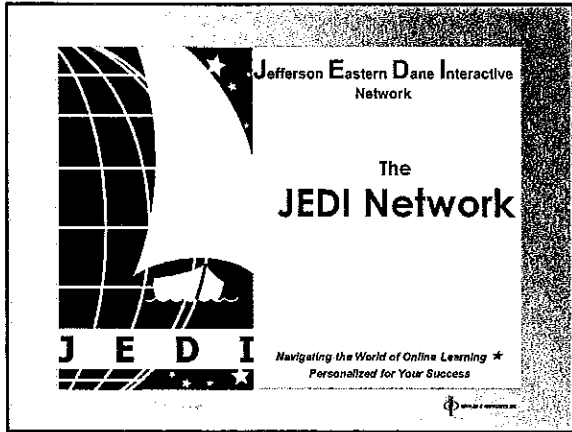
The JEDI Network offers online learning opportunities for K-12 students enrolled in the JEDI Virtual School through a JEDI consortium school district or as a student who chooses to complement their traditional school schedule with single courses taught online.

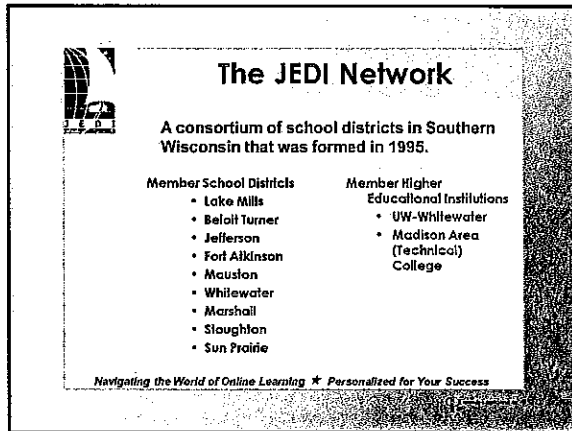
Leslie Steinhaus from CESA 2 will present information regarding the JEDI Network and the JEDI Virtual School. She will explain the various options that consortium members can offer students as a way to expand course offerings for traditional school learners or as an alternative learning program for non-traditional learners. The online learning options have the potential to enhance current school course offerings, retain students who are considering virtual school learning through another school district and to recapture students who have left the ECSD for virtual school learning or for home school options.

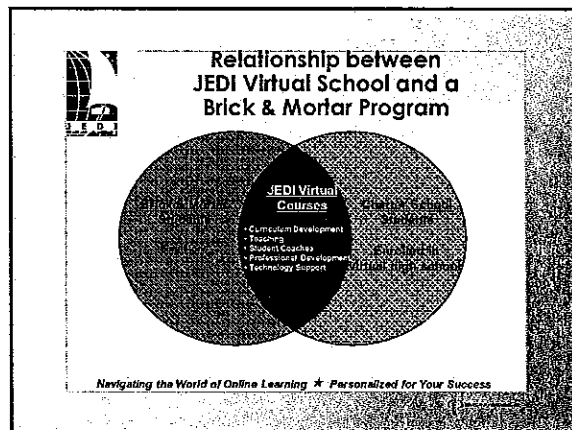
As we seek to meet the various learning needs and desires of the students and families who reside within the ECSD, I recommend that the ECSD join the JEDI Network as a JEDI Virtual School consortium member.

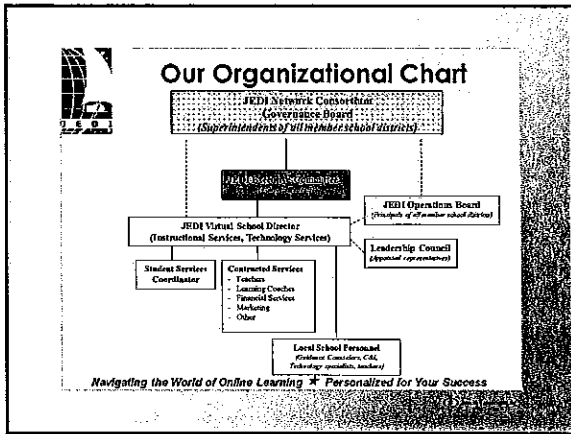
The following information is included in your Board packet for consideration:

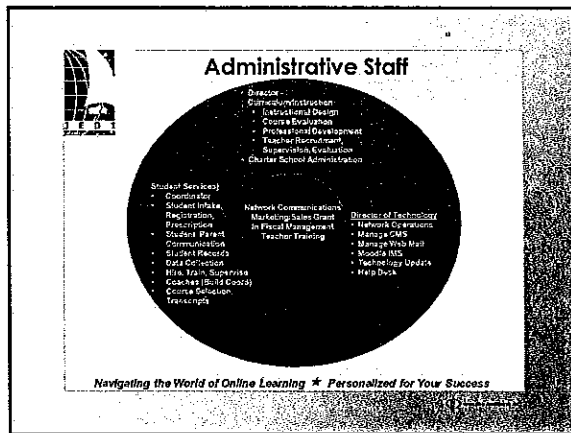
- JEDI Network/JEDI Virtual School PowerPoint
- Fee Structure for the JEDI Network and JEDI Virtual School
- Current state of ECSD K-12 learning options verses JEDI K-12 learning options
- Open enrollment and home school student numbers

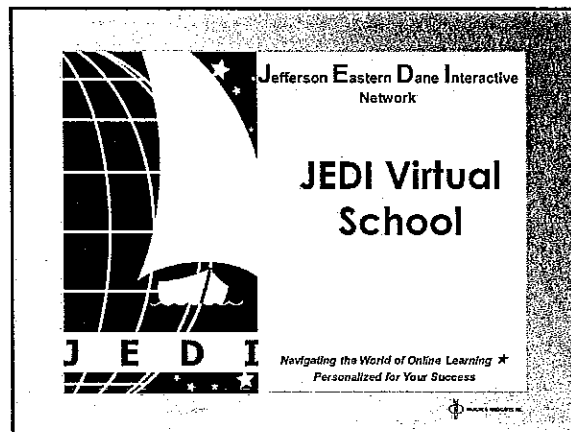

















Mission

To provide students an accredited, online learning program through which they can earn a high school diploma or take coursework that is a springboard to meet their academic and personal goals.




Navigating the World of Online Learning ★ Personalized for Your Success




Our Goal

To Help You Retain Your Students



- By offering an online learning environment in your district
- Customized to each student's needs.
- Attain their high school diploma from their local districts


Navigating the World of Online Learning ★ Personalized for Your Success



Our Strengths


- Quality curriculum developed by certified JEDI Network teachers
- Nonprofit charter school - not affiliated with a for-profit entity
- Supported by a consortium of 9 school districts, 1 university and 1 technical college
- Students can access online classes 24/7
- A teacher of record and a learning coach for each full-time student
- Supplements a traditional high school program
- Personal Education Plan for each full-time student
- Strong leadership and management

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Enrollment Options


1. Full-time Learning Program
2. Blended Learning Program
3. Flexible Learning Program



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Meeting State Standards




- Wisconsin Charter School
- Core curriculum developed and taught by Wisconsin-certified teachers
- Diploma awarded from JEDI chartering district or the student's home school district

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Student Attendance




- Measured by completed assignments
- Must demonstrate adequate progress
- Learning coach offers support
- If progress is not adequate, meeting with parents will determine if a traditional program is appropriate.

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Graduation Requirements




- English - 4 credits
- Math - 2 credits
- Social Studies - 3 credits
- Science - 2 credits
- Health - .5 credit
- Phy. Ed. - 1.5 credits
- Electives - 11.5 credits
- Careers - .5 credit

*Navigating the World of Online Learning * Personalized for Your Success*




Our Teaching Staff



- Teacher of Record
- Wisconsin-certified
- Trained in online education
- Interacts with students
- Monitors student progress
- Interacts with parents
- Learning coach assists

*Navigating the World of Online Learning * Personalized for Your Success*



JEDI Virtual School

THANK YOU!

*Navigating the World of Online Learning * Personalized for Your Success*



Jefferson Eastern Dane Interactive Network

1221 Innovation Drive Suite 219 ★ Whitewater, WI 53190

★ www.jedivirtual.com ★ (262)473-1469

Frequently Asked Questions From Parents of Home Schooled Students

Parent and Student Q & A's

- **How does JEDI Virtual School serve the home schooled student?**
Students enrolled in JEDI Virtual are attending a public school. However, they do their schooling at home. JEDI Virtual offers a Board-approved comprehensive middle and high school curriculum that is aligned to Wisconsin standards and is accessible to students online. JEDI Virtual students are guided by a Personal Education Plan. The plan is cooperatively developed by the student, the parent, and a JEDI Virtual staff representative. This planning process gives much more parental control regarding course selection, learning site, and learning pace.
- **What does it cost to enroll in JEDI Virtual School?**
The courses at JEDI Virtual School are free to all students enrolled in the seven-district consortium (Whitewater, Fort Atkinson, Jefferson, Stoughton, Lake Mills, Marshall, Sun Prairie, Mauston)
- **What grades do you cover?**
Currently JEDI Virtual School enrolls students from grade K through 12.

What types of courses are offered at JEDI Virtual School?
JEDI Virtual offers a comprehensive school curriculum that includes core, elective, and enrichment coursework. Visit www.JediVirtual.org for a complete listing of courses.
- **How much time does it take to complete a course?**
While the pace of course completion is established by the student, students are given a maximum of five months to complete a half-credit course.
- **How will students be evaluated?**
Students will be given quizzes, tests, as well as regular assignments and projects to assess their understanding of the subject matter they are learning. .
- **How does a student get help from teachers if they are having difficulty with my course(s)?**
Teachers can be contacted via their email or on the phone during established office hours.
- **Where do students get textbooks and how much do they cost?**
All materials needed for the JEDI Virtual School will be provided by the school at no charge to the student.
- **Is the curriculum accredited?**
JEDI offers a Board approved comprehensive middle and high school curriculum that meets Wisconsin State standards. The course content mirrors that of the courses offered in the other middle and high schools in the districts. All teachers hold appropriate teaching licenses.

What is the role of the learning coach?

A trained learning coach is provided to full-time virtual students to be a consistent guide in the JEDI Virtual School student's learning. The coach will monitor the student's progress and keep in close contact with the student via phone, email and even in person

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visits, if needed.

- **What is it like to take an online course?**
An Internet-based approach to learning uses interactive online technology and requires active participation in each course. Online courses provide a multimedia environment with engaging, high-quality content for individualized discovery through the learning process. Students engage in dynamic learning activities and student-selected learning paths.
- **What tools are available for students to communicate with each other?**
Students enrolled in the same class communicate with each other through virtual classroom discussions using a discussion board. Student instant messaging and email is also available.
- **Can students take singleton courses?**
Yes, students can take singleton courses. Contact your local guidance counselor for information about courses and the process to register for a single course.
- **Can my child opt to receive a diploma after completing JEDI Virtual School?**
The parent and student decide whether the student will receive a JEDI/Cambridge High School diploma or work toward receiving a diploma from their local high school.
- **My child wants to participate in high school sports. Will he/she be able to participate in sports being a student in the JEDI Virtual School?**
JEDI Virtual students are eligible to participate in WIAA (Wisconsin Interscholastic Athletic Association) sanctioned activities and have to meet the local school district criteria to participate.
- **What access to technology should the student have?**
Students will need to have a computer system with a broadband Internet connection and Windows 2007, or better, platform.
- **As a parent, how can I check on my son/daughter's progress?**
All parents are given access to the student login and password so that they may go into their child's classes and monitor the assignments that have been completed and the grades.

What kinds of safeguards are in place to keep my child safe while working on the Internet?

The main content of all of JEDI Virtual's courses is available directly through our secure, online student classroom area. In some cases, links might be provided so that students can take advantage of other information available online. It is suggested that filtering software is used on your child's computer and that you use parental supervision to protect your child from unwanted information on the Internet.

- **Our family travels quite a bit, would that be a problem for my child enrolled in the JEDI Virtual program?**
JEDI Virtual is the perfect environment for a family that travels. As long as WiFi is available, your child will be able to complete the lessons.

General Q & A's

- **Is JEDI Virtual School affiliated with any for-profit organizations?**
JEDI Virtual is a non-profit public school funded solely by the public school districts in the JEDI Network consortium. Unlike many other virtual schools, none of the funding received for the operation of JEDI Virtual comes from or is given to a private, for-profit entity.
- **What is the JEDI Network?**
The Jedi Network is a consortium of seven public school districts, a university and local technical college in southeastern Wisconsin. The consortium was formed in the 1995-

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96 to create a distance education network to offer Instructional Television classes. Since then, the Network has embraced online education and now offers an online curriculum virtually through JEDI Virtual School.



JEDI NETWORK
JEFFERSON EASTERN DANE INTERACTIVE
DISTANCE EDUCATION NETWORK

FEE STRUCTURE
YEAR 2013-14

Navigating the On-Line World Learning – Personalized for Your Success

- **Consortium Member Fee (See attached)** **\$10,500.00**
- **Associate Member and the Charter School Fee** **\$7,500.00**

- **Consortium Member Virtual School Year Fee *** **\$4,950.00**
 Students are allowed to take 14 courses per year for this fee—if more than 14 than district would pay an additional \$295 per course
 Students who are enrolled for 30 days or longer as a virtual student are charged for the entire semester; if less than 30 days the district is charged \$295 per course or \$50 per course if dropped within the first 14 days plus \$100 for services rendered during the enrollment process. If it is a K-5 student and student is dropped within the first 30 days, district also is charged the cost of materials sent to student.

- **Singleton Course Fee (per semester or .5 credit)**

 - Consortium Member Fee per Student** **\$295.00**
 District is charged \$50 for each withdrawal within the first 14 days of enrollment; if beyond that time period, the district is charged the full cost.
 - Consortium Member Fee-Dual Credit-UW-W** **\$375.00 ?**
 - Non-Member District Student** **\$325.00**

- **Open Enrollment Virtual Student School**
Yearly Fee (based on Open Enrollment current amount)

- Tuition Student—Virtual School –Non-Consortium**
Yearly Fee (based on Open Enrollment current amount)

- **Credit Recovery Course Cost**

 - Consortium Member Fee per Student** **\$200.00**
 - Non-Consortium Student** **\$200.00**

* Virtual School Year Fee (is based on the prior year average Revenue Limit of Member Districts ÷ 2) Maximum amount for the year is amount shown above with a limit of 14 courses per year- includes both semesters and summer.



JEDI NETWORK
JEFFERSON EASTERN DANE INTERACTIVE
DISTANCE EDUCATION NETWORK

CONSORTIUM FEE STRUCTURE
YEAR 2013-14

Navigating the On-Line World Learning – Personalized for Your Success

School Size-Small to 599 Enrollment

- \$5,000 Individual School
- \$4,500 Two Districts
- \$3,500 Three Districts

School Size-Medium 600-799 Enrollment

- \$6,500 Individual School
- \$5,250 Two Districts

School Size-Large Over 800

- \$10,500 Individual School

Combo-Small and Medium Cooperative

\$5,250 for Medium and \$4,500 for Small

District's who combine with another district would form a 66:30 Cooperative and would be allowed one vote within the Consortium

All Singleton courses will be priced at \$295

(exception is UW-Whitewater offerings)

Current ECSD K-12 Learning Options Verses Future K-12 Learning Options with JEDI

Current K-12 ECSD Programming

- K-12 traditional courses
- 9-12 multiple individual non-traditional courses/vendors (Aventa, Four Lakes, Odyssey, APEX, CESA 9)
- GEDO 2

K-12 ECSD Programming with the JEDI Network

- K-12 traditional course work
- K-12 virtual school course work
- 9-12 on line single courses
- K-8 on line single courses
- JEDI will become the one stop shop for all non-traditional courses
- GEDO 2

Co- and Extra-Curricular Participation of JEDI Enrolled Students

- Wisconsin Interscholastic Athletic Association Article V
 - A. A student on the attendance rolls as a duly enrolled full-time student of a member school for purposes of state equalization aid as a Grade 9, 10, 11 or 12 student in that member school.

Note: A full time student where the member school is responsible for the programming 100% of the student's school day. The student is eligible for like or similar award, privileges and services as all other students and meets all obligations and responsibilities as other students, without exception.

JEDI

School	Contact	# S's 1-2		Virtual School -		# of Students		Allow FT to		Why Did You Join JEDI?
		Courses	Full-Time	OE In/Return	Jedi	Returned Due to	Participate in	Athletics		
Lake Mills	Dean - 920-648-2215, Ext. 363	45 - 1 class each semester and has been this number the last 2 years	2 (1 HS; 1 MS); haven't used as much for FT students	yes	2		all students have not been in sports but other activities; would let them be in sports		History - original founder/member - has been in district 10 years; when arrived was like 4 Lakes; went to block schedule and didn't work for them; kids wouldn't take that type of class; 1st year no students; now an average of 40 kids a semester taking JEDI courses.	
Jefferson	Craig Gerlach - 920-675-1013	left message								
Fort Atkinson	Dr. Jeff Zaspel - 920-563-7800	left message								
Mauston	Christine Weymouth - 608-847-5451	35-45	10	yes	can't give me numbers at this time	yes	yes	Goal-grab kids who were going to leave system or stay in home school or enroll in WI Virtual school and this has happened; a few own kids who(6-7) would have been home schooled; hoped first year to cover cost (2-3 students) and started off with 10.		
Whitewater	Admin Ass't - 262-472-8700	8	23	7 are OE IN to the District	yes	yes	yes	Leslie; retain students that were OE OUT and homeschooled.		
Marshall	Barbara Sramek - 608-655-3466, ext 1001	20 +	0 - none currently	0			yes	One of the original participants - use to be like 4 Lakes; fairly large participation.		
Stoughton	Judy Singletary - 608-877-5001	Several	20	yes	yes		yes	Had used JEDI for unique situations and it was a good match, it is a consortium of our regional districts and we serve on the local board, it does a good job of providing connections between student/family and district.		
Sun Prairie	Tim Mortinson- 834-6584	8 - last year higher	16 - last year higher, many graduates	No OE IN; some homeschooled			yes - a big draw	Capture students who might be leaving our district or not being served.		

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Home-Schooled Students

School Year	PreK-8	High School	Total / Total Students Enrolled in District
2013-2014	46	13	59 / 1,717
2012-2013	46	17	63 / 1,757
2011-2012	45	19	64 / 1,788
2010-2011	39	12	51 / 1,788
2009-2010	36	16	52 / 1,803
2008-2009	31	13	44 / 1,831

Open Enrollment Out

School Year	Pre K-8			High School			Total	Never Attended Evansville	Previous Home Schooled
	Virtual	Janesville	Other	Virtual	Janesville	Other			
2013-14	8	11	54	3	9	14	99	76	7
2012-13	10	12	37	5	11	10	85	69	4
2011-12	1	11	24	6	13	7	62	49	1
2010-11	2	13	20	5	6	5	51	7	2
2009-10	1	13	23	9	5	9	60	46	2
2008-09	1	13	19	11	7	7	58	47	1

Open Enrollment In

School Year	Pre K-8		High School		Total	Previously Attended Evansville
	Janesville	Other	Janesville	Other		
2013-14	2	30	6	12	50	41
2012-13	2	25	4	11	42	34
2011-12	4	18	4	12	38	38
2010-11	6	20	4	11	41	38
2009-10	8	19	0	16	43	29
2008-09	8	21	0	18	47	19

2013-2014 Open Enrolled Out by grade level

KG	6
01	9
02	10
03	8
04	11
05	11
06	7
07	6
08	4
09	7
10	4
11	10
12	6

Total 99

2013-2014 Open Enrolled In by grade level

KG	2
01	4
02	1
03	2
04	5
05	2
06	6
07	2
08	8
09	4
10	6
11	5
12	3

Total 50

2013-2013 Homeschooled by grade level

KG	5
01	6
02	7
03	6
04	4
05	7
06	4
07	5
08	2
09	5
10	1
11	3
12	4

Total 59

To: Evansville Community School District School Board Members

From: Mike Czerwonka

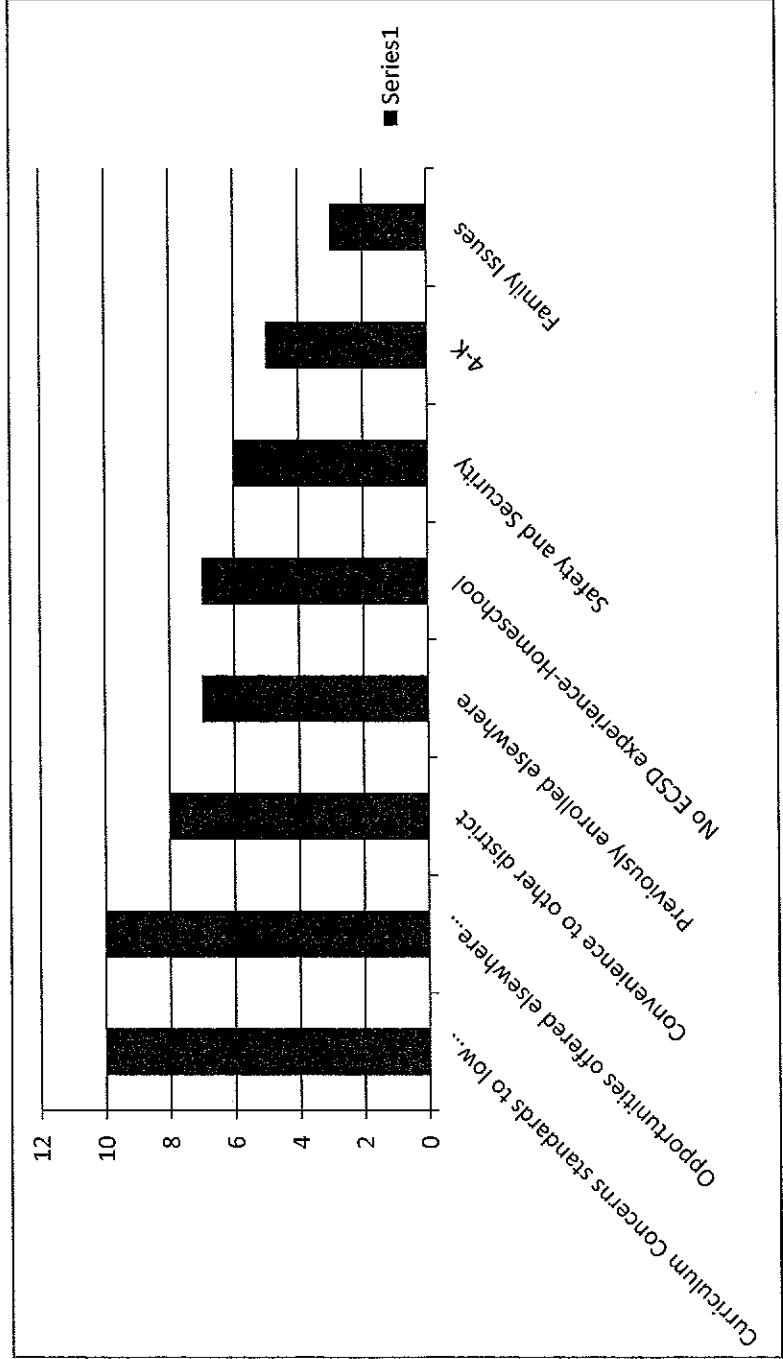
Date: October 2, 2013

Re: Open enrollment information and presentation

As a follow up to the School Board's request to survey families regarding open enrollment decisions, I have compiled the results from the phone contacts I made in July and August of 2013. There are three separate pages/slides of information (that follow this memo). The first details SY 2013-2014 open enrollment out reasons, the second details SY 2012-2013 and prior years open enrollment out reasons, the third details SY 2013-2014 open enrollment in information. There are additional graphs detailing the grade level distribution of open enrollment applications in and out for 2012-2013 and 2013-2014 school-years. The data itself is fairly straightforward and I plan to attend the school board meeting on October 30th, 2013 to present information, suggestions and answer questions that you may have regarding the results and my contact with families during this information seeking process.

Curriculum Concerns standards to low and or too limiting	10	Opportunities offered elsewhere (athletics, work and learn, alternative school)	10	Convenience to other district	8	Previously enrolled elsewhere	7	No ECSD experience-Homeschool	7	Safety and Security	6	4-K	5	Family Issues	3
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Out 2013-2014 SY

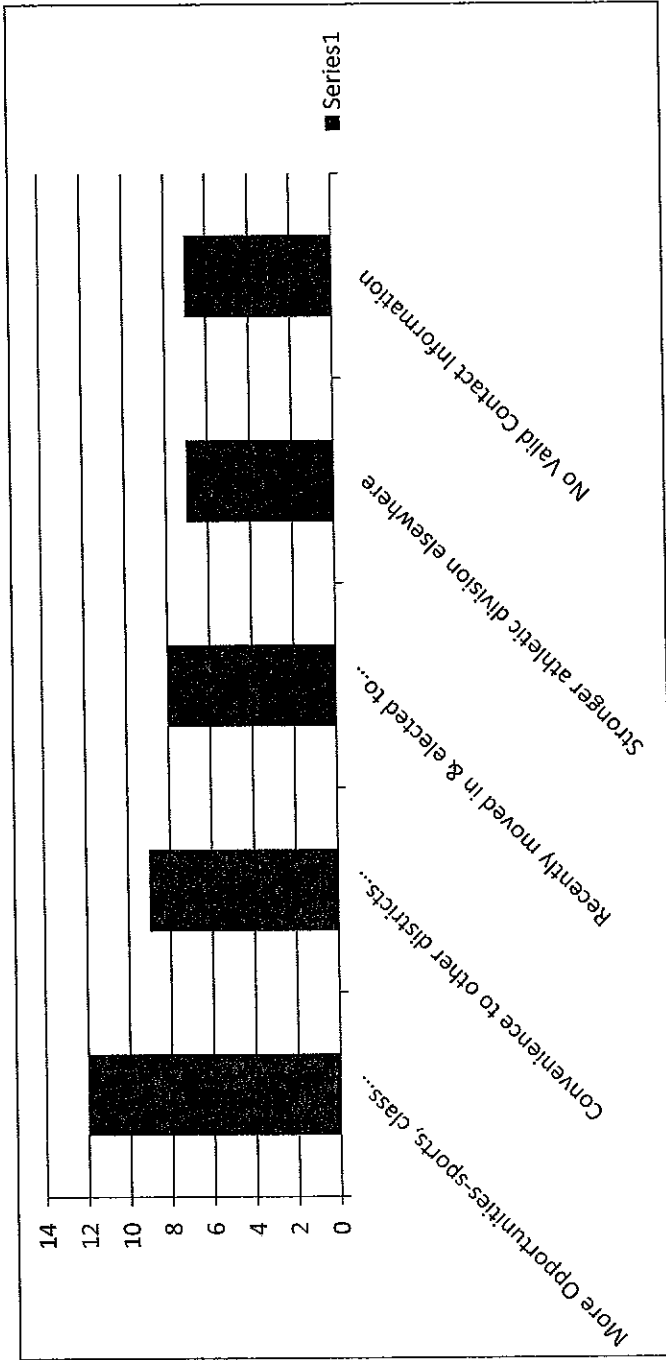


66% contact

**Out 2012-2013
and previous
years**

More Opportunities-sports, class offerings, diversity of student body	12	Convenience to other districts (i.e. commute out)	9	Recently moved in & elected to keep student(s) in familiar district	8	Stronger athletic division elsewhere	7	No Valid Contact Information	7
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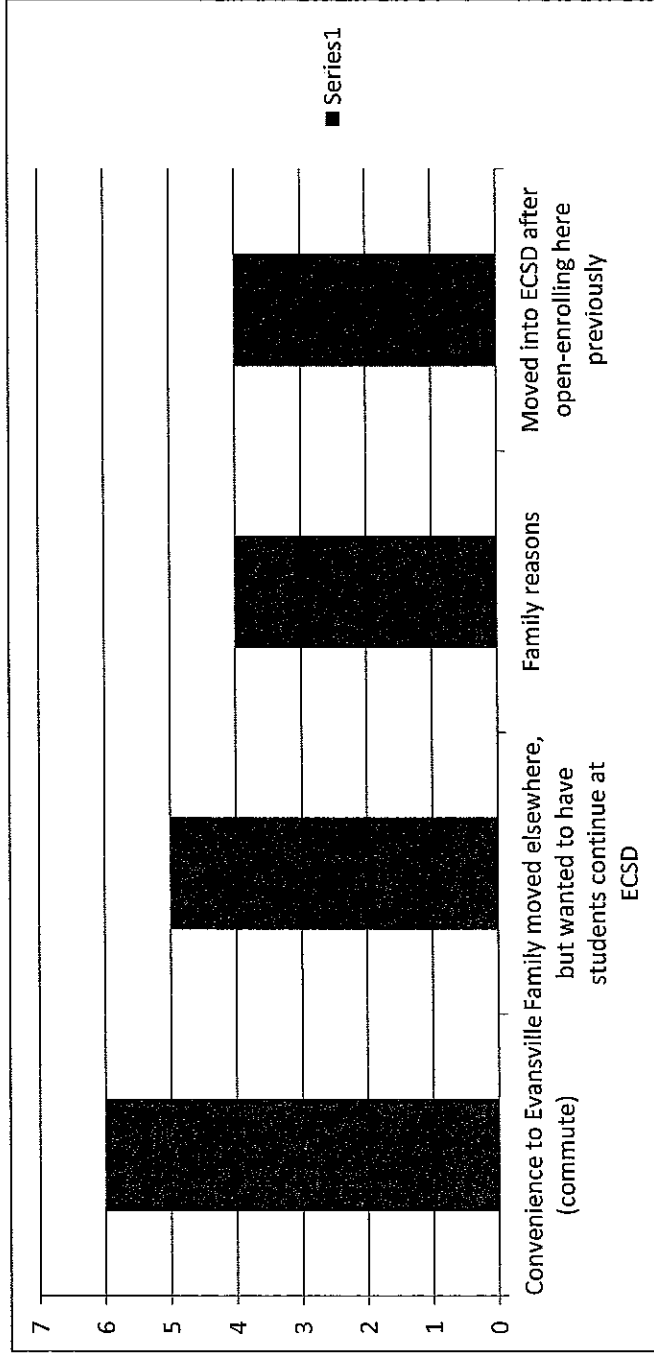
< 20% contact



**In 2013-2014
School-year**

Convenience to Evansville (commute)	6	Family moved elsewhere, but wanted to have students continue at ECSD	5	Moved into ECSD after open-enrolling here previously	4
		Family reasons	4		

80% contact

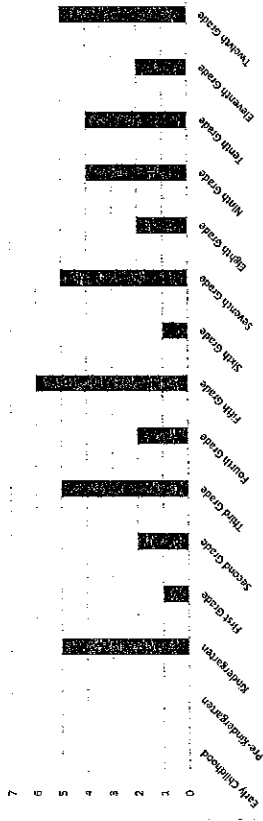


Open Enrollment In-Data applications

2012-2013

Early Childhood Pre-Kindergarten Kindergarten First Grade Second Grade Third Grade Fourth Grade Fifth Grade Sixth Grade Seventh Grade Eighth Grade Ninth Grade Tenth Grade Eleventh Grade Twelfth Grade Total: 44

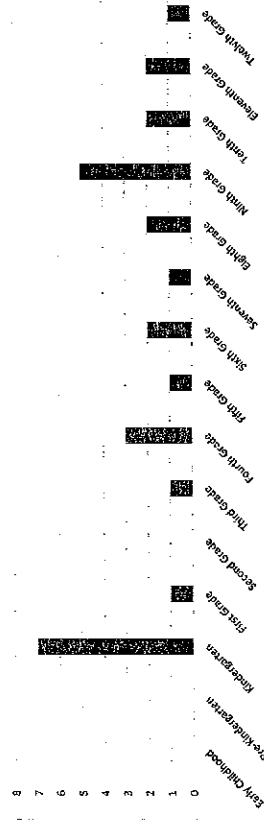
2012-2013 (IN)



2013-2014

Early Childhood Pre-Kindergarten Kindergarten First Grade Second Grade Third Grade Fourth Grade Fifth Grade Sixth Grade Seventh Grade Eighth Grade Ninth Grade Tenth Grade Eleventh Grade Twelfth Grade Total: 28

2013-2014 (IN)



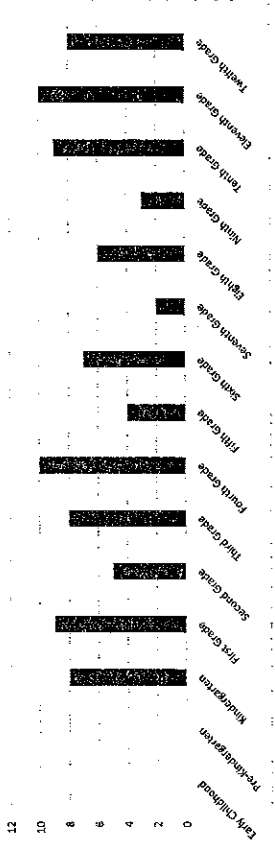
Note: This data reflects grade levels of individual students on their open enrollment applications. It is not representative of families, only individual students and does not reflect if their application was accepted or denied or if they actually attend ECSD. This data is simply to see what grade levels of students have expressed an interest in attending ECSD for the 2012-2013 and 2013-2014 School years.

Open Enrollment out-data applications

2012-2013

Early Childhood 0 Pre-Kindergarten 0 Kindergarten 8 First Grade 9 Second Grade 9 Third Grade 5 Fourth Grade 8 Fifth Grade 10 Sixth Grade 4 Seventh Grade 7 Eighth Grade 2 Ninth Grade 6 Tenth Grade 3 Eleventh Grade 9 Twelfth Grade 10 Total: 89

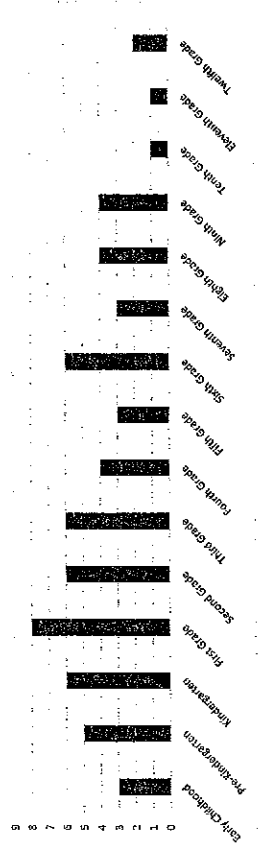
2012-2013 (OUT)



2013-2014

Early Childhood 3 Pre-Kindergarten 5 Kindergarten 6 First Grade 8 Second Grade 6 Third Grade 6 Fourth Grade 6 Fifth Grade 4 Sixth Grade 3 Seventh Grade 6 Eighth Grade 3 Ninth Grade 4 Tenth Grade 4 Eleventh Grade 1 Twelfth Grade 1 Total: 62

2013-2014 (OUT)



MEMO

TO: ECSD Board Members

FROM: Scott Everson

RE: Senior Graduation Project

Greetings Board members,

Per preliminary approval of the Senior Graduation Project that is set to go into effect for next year's graduation class of 2015, it was decided by the Board a couple years ago to bring it back for official approval this school year. At next week's meeting, I intend to walk you through the EHS Senior Graduation Project website we created: <http://ehssenioproject.weebly.com/index.html>.

As indicated a couple years ago, we have no intention of adding additional staff for this endeavor. I believe our team has worked hard the past couple years bringing this vision close to fruition and we are excited about the next step we will be taking next month, provided we get your approval, which is the dissemination of students to faculty members in the high school to help individual students brainstorm their project ideas for next year.

If anyone has any questions, please do not hesitate to ask.

Scott

Communication Subcommittee
ECSD Board of Education
October 2, 2013

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

The Communication subcommittee met to discuss the development of questions to include in the community survey and to develop a communication goal for the District.

Proposed Communication Goal

To develop a comprehensive communication plan to meet the needs of the Evansville Community School District (ECSD) stakeholders by September 2014.

Discussion regarding what steps to take to create a comprehensive communication plan. Decision was made that we need to assess current state of communication with the District.

Mr. Roth will discuss with Administrative Team what modes of communication are currently being utilized in each building. Mr. Roth will report back to the subcommittee at the next meeting.

Discussion of possible questions to include in the community survey. The following questions were suggested:

Rate communication in the Evansville Community School District

- *newsletters
- *email
- *website, etc.

Do you feel informed regarding your students? (Academic, social and behavioral progress)

Do you feel engaged and welcomed in our schools?

What forms of communication do you prefer?

- *newsletters
- *email
- *website, etc.

Questions will be reviewed and possibly revised by Mr. Bill Foster as part of the community survey.

Agenda for Next Meeting

- Current state of communication in the District (report by Mr. Roth)
- Develop of plan to communicate and promote community survey in order to maximize number of responses

Next Meeting – November 6, 2013, at 8:00 a.m.

ECSD 2013-2014 Goals

Student Achievement:

Through benchmarking against high performing school districts in our conference, region, and state, the ECSD strives to be among these top performers: to that end, we will focus on highly effective instruction to increase K-12 student achievement in reading by having 20 percent more students achieving state proficiency targets by the end of the 2017-2018 school year as measured by the state assessment.

Instruction:

Develop a district-wide Educator Effectiveness Implementation Plan by August 2014.

Communication:

Develop a comprehensive communication plan to meet the needs of the Evansville Community School District (ECSD) stakeholders by September 2014.

Safety:

- Based on the findings of the Safety Audit, implement strategies to improve safety throughout the District by June 2014.
- Develop emergency procedures and conduct at least one new emergency drill to help address lunch time safety emergencies by May 2014.

Facilities:

Identify and promote new ecological friendly practices throughout the District by May 2014.

Budget and Finance:

Annually, devote resources to District priorities in a fiscally responsible manner.

MEMORANDUM

To: ECSD Board of Education
From: Jerry Roth, District Administrator
Re: Hiring Middle School and Elementary Principals
Date: 10-30-13

Due to the pending retirements of Middle School Principal, Bob Flaherty and Elementary Principal, Lou Havlik at the end of the 2013-2014 school year, it is time to discuss hiring new principals for the 2014-2015 school year. I recommend replacing these two full-time positions for the following reasons:

- Each school's enrollment is currently over 400 students. Managing student behavior and school climate is top priority in the effort to increase school safety. A 400:1 student to principal ratio is high. Increasing the student to principal ratio from our current levels questions the District's commitment to a safe school environment. In addition, principals must be available to work with families on a daily basis. Increasing the student to principal ratio also means that principals will have less time to work with families to support specific student needs.
- Each principal currently manages, supports and evaluates 50 staff members. Educator Effectiveness will increase principal responsibilities for supervision and evaluation of all staff beginning with the 2014-2015 school year. In a time of growing expectations for student achievement and improvement of instructional practices, the Department of Public Instruction suggests that Districts hire additional administrative staff to implement and manage Educator Effectiveness, not to decrease staff.
- Reducing an administrative position at this time would negatively impact the continuous system improvement efforts of the District. Reducing the administrative positions will diminish the sustainability of the high expectations that we have for our students, staff, administration and District.
- Rock Valley-North Administration FTE Comparisons:

Evansville	8.85 FTE
East Troy	8.85 FTE
Edgerton	9.00 FTE
Jefferson	9.60 FTE
McFarland	10.0 FTE
Whitewater	10.0 FTE
Average	9.38 FTE

Tentative Timeline and Process for Hiring:

December 16 - January 17	Post principal positions on WECAN Develop interview teams (Board members, administrators, staff, parents and community members)(12-15 members)
January 20 – January 30	Administrative Team reviews applications and selects candidates for initial screening interviews (12-15 candidates)
February 3 - February 14	District Administrator conducts screening interviews
February 17 - February 21	Schedule interview team interviews (8-10 candidates)
February 24 – February 28	Conduct interviews and select 3 finalists for each position
March 3 – March 7	Administrative team interviews finalists
March 12 (Board Meeting)	Board approval to hire new principals

Evansville

Community School District

MEMO

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: 2013-2014 Final Budget for Approval
Date: October 25, 2013

Attached you will find the 2013-2014 budget for approval. This budget represents the final budget version that will be used to set the 2013-2014 tax levy.

Below are highlights of the 2013-2014 budget:

- General budget revenues = \$18,485,023.12
- General budget expenses = \$18,319,539.99
- There is a budget surplus of 165,483.13
- The projected ending General Fund Balance as of June 30, 2014 would be \$2,673,409.63 or 14.6%.
- The total tax levy including debt is \$8,129,843.00
- The mil rate is \$12.30 (\$.21 increase or 1.74%)
- Equalized Property Value is \$661,105,278 as compared to last year Equalized Property Value of \$655,610,396 (.84% increase).

2013-2014 BUDGET ADOPTION
EVANSVILLE COMMUNITY SCHOOL DISTRICT

BUDGET ADOPTION 2013-2014			
GENERAL FUND (FUND 10)	Audited 2011-2012	Unaudited 2012-2013	Budget 2013-2014
Beginning Fund Balance (Account 930 000)	2,320,093.95	2,162,992.30	2,507,926.58
Ending Fund Balance, Nonspendable (Acct. 935 000)	32,563.82	32,563.82	32,563.82
Ending Fund Balance, Restricted (Acct. 936 000)	0.00	0.00	0.00
Ending Fund Balance, Committed (Acct. 937 000)	0.00	0.00	0.00
Ending Fund Balance, Assigned (Acct. 938 000)	0.00	0.00	0.00
Ending Fund Balance, Unassigned (Acct. 939 000)	2,130,428.48	2,475,362.76	2,475,362.76
TOTAL ENDING FUND BALANCE (ACCT. 930 000)	2,162,992.30	2,507,926.58	2,673,409.71
REVENUES & OTHER FINANCING SOURCES			
100 Transfers-in	0.00	0.00	0.00
Local Sources			
210 Taxes	5,363,694.98	5,125,299.89	5,184,370.00
240 Payments for Services	0.00	0.00	0.00
260 Non-Capital Sales	0.00	0.00	0.00
270 School Activity Income	25,312.70	35,231.95	32,000.00
280 Interest on Investments	12,871.57	15,812.99	16,000.00
290 Other Revenue, Local Sources	130,269.31	134,601.09	131,000.00
Subtotal Local Sources	5,532,148.56	5,310,945.92	5,363,370.00
Other School Districts Within Wisconsin			
310 Transit of Aids	8,014.00	8,546.00	7,572.00
340 Payments for Services	206,010.00	268,604.00	324,250.00
380 Medical Service Reimbursements	0.00	0.00	0.00
390 Other Inter-district, Within Wisconsin	0.00	0.00	0.00
Subtotal Other School Districts within Wisconsin	214,024.00	277,150.00	331,822.00
Other School Districts Outside Wisconsin			
440 Payments for Services	0.00	0.00	0.00
490 Other Inter-district, Outside Wisconsin	0.00	0.00	0.00
Subtotal Other School Districts Outside Wisconsin	0.00	0.00	0.00
Intermediate Sources			
510 Transit of Aids	1,062.85	993.74	1,000.00
530 Payments for Services from CCDEB	0.00	0.00	0.00
540 Payments for Services from CESA	0.00	0.00	0.00
580 Medical Services Reimbursement	0.00	0.00	0.00
590 Other Intermediate Sources	0.00	0.00	0.00
Subtotal Intermediate Sources	1,062.85	993.74	1,000.00
State Sources			
610 State Aid -- Categorical	105,092.57	187,977.00	230,165.00
620 State Aid -- General	11,753,976.00	11,937,386.00	11,975,385.00
630 DPI Special Project Grants	0.00	7,618.89	0.00
640 Payments for Services	0.00	0.00	0.00
650 Student Achievement Guarantee in Education (SAGE Grant)	303,647.28	294,613.87	282,338.00
660 Other State Revenue Through Local Units	7,912.12	8,092.71	8,000.00
690 Other Revenue	20,567.08	12,921.00	13,521.00
Subtotal State Sources	12,191,195.05	12,448,609.47	12,509,409.00
Federal Sources			
710 Transit of Aids	0.00	0.00	0.00
720 Impact Aid	0.00	0.00	0.00
730 DPI Special Project Grants	29,802.45	29,368.70	47,838.00
750 IASA Grants	120,066.00	139,772.00	157,920.00
760 JTPA	0.00	0.00	0.00
770 Other Federal Revenue Through Local Units	0.00	0.00	0.00
780 Other Federal Revenue Through State	207,963.20	0.00	0.00
790 Other Federal Revenue - Direct	0.00	0.00	0.00
Subtotal Federal Sources	357,831.65	169,140.70	205,758.00

Other Financing Sources			
850 Reorganization Settlement	0.00	0.00	0.00
860 Compensation, Fixed Assets	0.00	0.00	0.00
870 Long-Term Obligations	38,299.00	0.00	0.00
Subtotal Other Financing Sources	38,299.00	0.00	0.00
Other Revenues			
960 Adjustments	52,155.18	19,176.12	23,996.88
970 Refund of Disbursement	34,430.38	42,089.04	43,841.00
980 Medical Service Reimbursement	0.00	0.00	0.00
990 Miscellaneous	14,183.94	6,321.21	5,826.24
Subtotal Other Revenues	100,769.50	67,586.37	73,664.12
TOTAL REVENUES & OTHER FINANCING SOURCES	18,435,330.61	18,274,426.20	18,485,023.12
EXPENDITURES & OTHER FINANCING USES			
Instruction			
110 000 Undifferentiated Curriculum	154,981.80	167,656.78	165,476.83
120 000 Regular Curriculum	7,978,617.76	7,504,630.91	7,799,422.43
130 000 Vocational Curriculum	1,055,727.34	722,828.69	704,058.11
140 000 Physical Curriculum	644,819.37	650,989.06	606,198.31
160 000 Co-Curricular Activities	250,866.31	266,153.79	276,183.89
170 000 Other Special Needs	213,129.11	177,932.17	126,452.92
Subtotal Instruction	10,298,141.69	9,490,191.40	9,677,792.49
Support Sources			
210 000 Pupil Services	400,217.67	411,993.87	394,300.32
220 000 Instructional Staff Services	710,144.69	584,921.28	485,266.66
230 000 General Administration	464,720.64	561,213.45	575,819.10
240 000 School Building Administration	934,028.06	795,605.55	794,404.45
250 000 Business Administration	2,674,893.50	2,538,823.29	2,643,324.45
260 000 Central Services	45,494.56	465,293.78	417,831.54
270 000 Insurance & Judgments	144,168.75	135,343.07	155,752.99
280 000 Debt Services	71,657.30	69,290.21	65,067.98
290 000 Other Support Services	409,403.12	378,116.49	407,719.67
Subtotal Support Sources	5,854,728.29	5,940,600.99	5,939,487.16
Non-Program Transactions			
410 000 Inter-fund Transfers	2,053,879.57	1,950,185.78	2,045,261.34
430 000 Instructional Service Payments	384,097.57	548,313.83	656,999.00
490 000 Other Non-Program Transactions	1,585.14	199.92	0.00
Subtotal Non-Program Transactions	2,439,562.28	2,498,699.53	2,702,260.34
TOTAL EXPENDITURES & OTHER FINANCING USES	18,592,432.26	17,929,491.92	18,319,539.99

SPECIAL PROJECT FUNDS (FUNDS 21, 23, 27, 29)	Audited 2011-2012	Unaudited 2012-2013	Budget 2013-2014
900 000 Beginning Fund Balance	15,487.43	20,811.80	26,459.89
900 000 Ending Fund Balance	20,811.80	26,459.89	26,459.89
TOTAL REVENUES & OTHER FINANCING SOURCES	3,449,785.92	3,400,838.06	3,355,787.22
100 000 Instruction	2,639,559.76	2,538,045.51	2,466,455.92
200 000 Support Services	722,152.18	776,814.35	844,331.30
400 000 Non-Program Transactions	82,749.61	80,330.11	45,000.00
TOTAL EXPENDITURES & OTHER FINANCING USES	3,444,461.55	3,395,189.97	3,355,787.22

DEBT SERVICE FUND (FUNDS 38, 39)	Audited 2011-2012	Unaudited 2012-2013	Budget 2013-2014
900 000 Beginning Fund Balance	768,482.82	512,718.83	474,213.32
900 000 ENDING FUND BALANCES	512,718.83	474,213.32	423,195.02
TOTAL REVENUES & OTHER FINANCING SOURCES	2,473,958.55	2,817,517.03	2,962,973.00
281 000 Long-Term Capital Debt	2,603,622.52	2,727,322.52	2,882,947.50
282 000 Refinancing	0.00	0.00	0.00
283 000 Operational Debt	0.00	0.00	0.00
285 000 Post Employment Benefit Debt	0.00	0.00	
289 000 Other Long-Term General Obligation Debt	126,100.02	128,700.02	131,043.80
400 000 Non-Program Transactions	0.00	0.00	
TOTAL EXPENDITURES & OTHER FINANCING USES	2,729,722.54	2,856,022.54	3,013,991.30
842 000 INDEBTEDNESS, END OF YEAR	22,163,477.85	0.00	0.00

CAPITAL PROJECTS FUND (FUNDS 41, 48, 49)	Audited 2011-2012	Unaudited 2012-2013	Budget 2013-2014
900 000 Beginning Fund Balance	500.00	500.00	0.00
900 000 Ending Fund Balance	500.00	0.00	0.00
TOTAL REVENUES & OTHER FINANCING SOURCES	0.00	0.00	0.00
100 000 Instructional Services	0.00	0.00	0.00
200 000 Support Services	0.00	500.00	0.00
300 000 Community Services	0.00	0.00	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	0.00	500.00	0.00

FOOD SERVICE FUND (FUND 50)	Audited 2011-2012	Unaudited 2012-2013	Budget 2013-2014
900 000 Beginning Fund Balance	89,132.17	98,780.03	78,713.01
900 000 ENDING FUND BALANCE	98,780.03	78,713.01	54,271.97
TOTAL REVENUES & OTHER FINANCING SOURCES	694,436.12	693,480.39	694,514.06
200 000 Support Services	684,788.26	713,547.41	718,955.10
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	684,788.26	713,547.41	718,955.10

COMMUNITY SERVICE FUND (FUND 80)	Audited 2011-2012	Unaudited 2012-2013	Budget 2013-2014
900 000 Beginning Fund Balance	0.00	0.00	0.00
900 000 ENDING FUND BALANCE	0.00	0.00	0.00
TOTAL REVENUES & OTHER FINANCING SOURCES	0.00	0.00	0.00
200 000 Support Services	0.00	0.00	0.00
300 000 Community Services	0.00	0.00	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	0.00	0.00	0.00

PACKAGE & COOPERATIVE PROGRAM FUND (FUNDS 91, 93, 99)	Audited 2011-2012	Unaudited 2012-2013	Budget 2013-2014
900 000 Beginning Fund Balance	0.00	0.00	0.00
900 000 ENDING FUND BALANCE	0.00	0.00	0.00
TOTAL REVENUES & OTHER FINANCING SOURCES	4,960.50	5,854.80	0.00
100 000 Instruction	0.00	0.00	0.00
200 000 Support Services	4,960.50	5,854.80	0.00
400 000 Non-Program Transactions	0.00	0.00	0.00
TOTAL EXPENDITURES & OTHER FINANCING USES	4,960.50	5,854.80	0.00

EVANSVILLE COMMUNITY SCHOOL DISTRICT
Evansville, Wisconsin

MINUTES OF REGULAR MEETING

The regular meeting of the Board of Education of the Evansville Community School District was held Wednesday, October 9, 2013, at 6:00 pm in the District Board and Training Center.

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

APPROVE AGENDA

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

PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS

- National School Lunch Week – October 14-18, 2013
- Introduction of 6-12 New Staff by Bob Flaherty and Scott Everson
- Naming of the Football Field will take place, Friday, October 11 at 6:30 pm

PUBLIC PRESENTATIONS

Teacher, Mark Stano, spoke on the 20 pay periods.

PRESENTATION-INDIVIDUALIZED SEQUENTIAL PHONICS SPELLING PROGRAM FOR ELEMENTARY STUDENTS

Levi Leonard Elementary Teachers, Deb Fritz, Terrie Schmoltdt, and Rod Marty, presented. Discussion.

DISTRICT ADMINISTRATOR REPORT

Mr. Roth's submitted report was on the Philosophy of ECSD 1+. Discussion.

HIGH SCHOOL BOARD REPRESENTATIVES'/PRINCIPALS'/ADMINISTRATORS' REPORTS-HIGH SCHOOL EVENTS AND GOOD THINGS HAPPENING IN OUR SCHOOLS

Ms. Haegele and Mr. Johnson's submitted report was on high school events. Ms. Havlik, Ms. Wick, Mr. Flaherty, Mr. Everson, Ms. Ashby, and Ms. Landers' submitted reports included good things in our buildings. Mr. Flaherty added that his building held an anti-bullying campaign today. Mr. Everson added teacher, Penny Messling, received a US Cellular grant in the amount of \$750 to be used for the purchase of digital scales.

INFORMATION & DISCUSSION

Mr. Roth presented an update on the Citizens Advisory Committee (CAC). Minutes will be provided after the Committee approves them.

Mr. Roth presented an update on the football press box fire. Discussion.

Mr. Busse presented for a second reading, policies: #142-Board Consultants; #425 – Enrollment of and Services Available to District Students Who Attend Private, Parochial or Home Based School; #428 – Public School Open Enrollment; #751.5-Use of Private Vehicles on School

Business or to Transport Students; #753-Operating School Owned Vehicles; #751.5/753 Form-Alternative Vehicle Driver Information Request Form; #751.5/753 Form 1-Driver Information; #751.5/753 Form 2-Verification of Fitness to Drive; and #751.5/753 Form 3-Vehicle Inspection Form. Discussion. Suggested changes to be made and policies brought back for approval.

Mr. Roth presented for consideration of the Board to form a Compensation Committee for employee groups not represented by the Teamsters Union. Discussion.

PUBLIC PRESENTATIONS

Teacher, Kim Katzenmeyer, spoke on transportation and consideration in policy of staff using their personal vehicles.

BUSINESS (Action Items)

Motion by Ms. Swanson, seconded by Mr. Braunschweig, moved to approve the retirement of Diane Petersen and resignation of Al Reynolds, with regrets and thanks to the District. Motion carried, 7-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Mr. Rasmussen, moved to approve the hiring of Russell Hall, cleaner, at a rate of \$12.70/\$13.19/hour and Melissa Gishnock, Grove lunchtime supervisor, at a rate of \$11.72/hour. Motion carried, 7-0 (voice vote).

Motion by Mr. Braunschweig, seconded by Ms. Rossmiller, moved to approve the one year contracts for Chad Thompson, .50 FTE High School GT Resource Teacher, for a salary of \$13,833, and Mark Simonson, .50 FTE Middle School GT Resource Teacher, for a salary of \$13,833. Discussion. Motion carried, 7-0 (voice vote).

Motion by Ms. Rossmiller, seconded by Ms. Swanson, moved to approve the donation of \$3,963.36, with thanks, from the Knights of Columbus. Motion carried, 7-0 (voice vote).

Motion by Ms. Swanson, seconded by Mr. Braunschweig, moved to change the middle school parent teacher conferences from October 16-17 to November 7 and 12, 2013, as presented. Motion carried, 7-0 (voice vote).

CONSENT (Action Items)

Motion by Mr. Rasmussen, seconded by Mr. Braunschweig, moved to approve the consent agenda items: 2014-2015 School Insurance & Risk Management Cooperative (SIRMC); policies #150-Board Powers and Responsibilities and #723.3-Emergency Closings; September 25 regular meeting minutes, and the August bills and reconciliation, as presented. Motion carried, 7-0 (roll call vote).

FUTURE AGENDA

October 30, 2013, regular meeting agenda discussed.

ADJOURN

Motion by Mr. Braunschweig, seconded by Ms. Swanson, moved to adjourn the meeting. Motion carried, 7-0 (voice vote). Meeting adjourned at 7:49 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: _____
Eric Busse, President

Dated: _____ Approved: 10/30/13

MEMORANDUM

To: ECSD Board of Education
From: Jerry Roth, District Administrator
Re: Approval of a Teacher Compensation Committee and a Support Staff Compensation Committee
Date: 10-30-13

I am seeking approval for the creation of two employee compensation committees. One committee consisting of teaching staff and a second committee consisting of support staff, which would include administrative assistants. Each committee would provide a forum for employees from each employee group to provide input to administration and the Board regarding compensation for the 2013-2014 school year and the development of a compensation plan for future years.

If approved, I will work with the Board representative to these committees to create agendas and a timeline for conducting meetings. Regular reports regarding the progress of each committee will be provided to the Board.

Evansville

Community School District

MEMO

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Approval of Parent Transportation Contracts
Date: October 28, 2013

Attached you will find parent transportation contracts for 2013-2014 for the Elmer Schwartz family and the Simon Yoder family. The District is required per Wisconsin State Statute 121.55 to provide transportation for students who live in the ECSD and attend a private school (within 5 miles of the District border).

To avoid the high cost of providing school bus transportation for the private school students, the District has the option to offer the families a parent transportation contract. This allows the families to find their own transportation for their students. The rate, which is calculated using a formula prescribed in the state statute, is \$622.72 per child and is based on the previous year's cost per student for school bus transportation.

In the future, the approval of parent transportation contracts will come before the Board prior to the start of the school year.

2013-2014 ACADEMIC YEAR
Parent Transportation Contract for Private School Transportation
(Section 121.55)

Pursuant to a resolution adopted by the Board of Education of the Evansville Community School District, 340 Fair Street, Evansville, WI 53536.

Said school district and Elmer and Karyn Schwartz agree, pursuant to Section 121.55 of the Wisconsin Statutes, to the following conditions:

1. That said above parties agree and contract for the transportation of Jesse, James and Amy Schwartz, as hereinafter set forth;
2. That the school district shall reimburse said parent for travel expenses through a method and at a rate approved by said district in accordance with Section 121.55 of the Wisconsin Statutes;
3. That the plan and payment schedule for this contract shall be approved in advance of contract signing by all parties hereto;
4. That variations from the approved plan and payment schedule will require prior approval of all parties hereto;
5. That Exhibit A attached hereto and incorporated herein by reference includes the plan and payment schedule to parent by said school district;
6. That contract starts October 30, 2013 and ends June 30, 2014.

Dated this ____ of _____, 2013

_____, President

_____, Clerk

Evansville Community School District

Dated this ____ of _____, 2013

Parent Signature
Elmer or Karyn Schwartz
14900 County Road A
Evansville, WI 53536

EXHIBIT A

As an addendum to the Parent Transportation Contract for Private School Transportation (Sec. 121.55).

Plan & Payment Schedule

A. Days of Service

Said parent shall provide transportation to and from the Amish School for Jesse, James and Amy on all days that said school is in session.

B. Payments

According to the worksheet provided in Section 121.55 of the Wisconsin Statutes, the Evansville Community School District shall reimburse said parent \$473.96 (partial year – 137 days) for each child, totaling \$1,421.88.

C. Payment Schedule

According to Section 121.55 of the Wisconsin Statutes, "The contract shall provide for an annual payment for each pupil..." The payment in full of \$1,421.88 shall be made to said parent following board approval.

CALCULATION OF SCHOOL DISTRICT'S AVERAGE COST PER PUPIL FOR BUS TRANSPORTATION IN THE PREVIOUS YEAR

The following worksheet is provided to assist the school district in determining its average cost per pupil for bus transportation in the previous school year, exclusive of transportation for kindergarten pupils during the noon hour and for pupils with disabilities who received special transportation. Wisconsin Uniform Financial Accounting Requirements (WUFAR) function codes are provided when available. Provide data in cells shaded in yellow, where applicable.

Average cost per pupil will be automatically calculated and shown on line 8.

To view the actual appendix to Administrative Code PI-7, click here.

Today's Date	10/22/2013
Average cost in school year	2012-2013
For contract effective in (school year)	2013-2014

	WUFAR code	Amount
1. Regular (home to school) bus transportation- district-owned vehicles	256 210	\$0.00
2. Regular (home to school) bus transportation- contracted vehicles	256 710	\$434,670.00
3. Indicate the portion (if any) of the following that is attributable to regular (home to school) bus transportation		
Direction of pupil transportation	256 100	
Vehicle repairs	256 500	
Vehicle servicing	256 600	
Insurance	256 800	
Vehicle depreciation		
Bus garage		
Fuel		\$76,580.35
4. Subtotal (lines 1. through 3.)		\$511,250.35
5. Cost of transportation of Kindergarten pupils at the noon hour		
6. Total regular (home-to-school) bus transportation cost (Amount shown on line 4., less amount shown on line 5.)		\$511,250.35
7. Number of pupils transported*		821
8. Average Cost Per Pupil for Regular Bus Transportation (Amount shown on line 6., divided by number shown on line 7.)		\$622.72

If the amount shown on line 8 is greater than the amount obtained by multiplying \$5 times the distance in miles between the pupil's home and the private school the pupil attends, measured along the usually traveled route, the annual payment under the contract must be at least equal to the amount shown on line 8, up to the actual cost of the transportation.

*Number of pupils transported means the number of pupils who were transported on a bus at least once during the school year for the purpose of attending curricular programs or activities, excluding pupils with disabilities who received special transportation and kindergarten pupils transported only during the noon hour.

Date completed 10/22/2013

Completed by [Signature]

**2013-2014 ACADEMIC YEAR
Parent Transportation Contract for Private School Transportation
(Section 121.55)**

Pursuant to a resolution adopted by the Board of Education of the Evansville Community School District, 340 Fair Street, Evansville, WI 53536.

Said school district and Simon and Fannie Yoder agree, pursuant to Section 121.55 of the Wisconsin Statutes, to the following conditions:

1. That said above parties agree and contract for the transportation of Ruth, Jacob, Phillip and Rebecca, as hereinafter set forth;
2. That the school district shall reimburse said parent for travel expenses through a method and at a rate approved by said district in accordance with Section 121.55 of the Wisconsin Statutes;
3. That the plan and payment schedule for this contract shall be approved in advance of contract signing by all parties hereto;
4. That variations from the approved plan and payment schedule will require prior approval of all parties hereto;
5. That Exhibit A attached hereto and incorporated herein by reference includes the plan and payment schedule to parent by said school district;
6. That contract starts October 30, 2013 and ends June 30, 2014.

Dated this ____ of _____, 2013

_____, President

_____, Clerk

Evansville Community School District

Dated this ____ of _____, 2013

Parent Signature
Simon and Fannie Yoder
1928 Old Highway 92
Evansville, WI 53536

EXHIBIT A

As an addendum to the Parent Transportation Contract for Private School Transportation (Sec. 121.55).

Plan & Payment Schedule

A. Days of Service

Said parent shall provide transportation to and from the Amish School for Ruth, Jacob, Phillip and Rebecca on all days that said school is in session.

B. Payments

According to the worksheet provided in Section 121.55 of the Wisconsin Statutes, the Evansville Community School District shall reimburse said parent \$622.72 (full year – 180 days) for each child, totaling \$2,490.88.

C. Payment Schedule

According to Section 121.55 of the Wisconsin Statutes, "The contract shall provide for an annual payment for each pupil..." The payment in full of \$2,490.88 shall be made to said parent following board approval.

CALCULATION OF SCHOOL DISTRICT'S AVERAGE COST PER PUPIL FOR BUS TRANSPORTATION IN THE PREVIOUS YEAR

The following worksheet is provided to assist the school district in determining its average cost per pupil for bus transportation in the previous school year, exclusive of transportation for kindergarten pupils during the noon hour and for pupils with disabilities who received special transportation. Wisconsin Uniform Financial Accounting Requirements (WUFAR) function codes are provided when available. Provide data in cells shaded in yellow, where applicable.

Average cost per pupil will be automatically calculated and shown on line 8.

To view the [actual appendix to Administrative Code PI-7](#), click here.

Today's Date	10/22/2013
Average cost in school year	2012-2013
For contract effective in (school year)	2013-2014

	WUFAR code	Amount
1. Regular (home to school) bus transportation- district-owned vehicles	256 210	\$0.00
2. Regular (home to school) bus transportation- contracted vehicles	256 710	\$434,670.00
3. Indicate the portion (if any) of the following that is attributable to regular (home to school) bus transportation		
Direction of pupil transportation	256 100	
Vehicle repairs	256 500	
Vehicle servicing	256 600	
Insurance	256 800	
Vehicle depreciation		
Bus garage		
Fuel		\$76,580.35
4. Subtotal (lines 1. through 3.)		\$511,250.35
5. Cost of transportation of Kindergarten pupils at the noon hour		
6. Total regular (home-to-school) bus transportation cost (Amount shown on line 4., less amount shown on line 5.)		\$511,250.35
7. Number of pupils transported*		821
8. Average Cost Per Pupil for Regular Bus Transportation (Amount shown on line 6., divided by number shown on line 7.)		\$622.72

If the amount shown on line 8 is greater than the amount obtained by multiplying \$5 times the distance in miles between the pupil's home and the private school the pupil attends, measured along the usually traveled route, the annual payment under the contract must be at least equal to the amount shown on line 8, up to the actual cost of the transportation.

*Number of pupils transported means the number of pupils who were transported on a bus at least once during the school year for the purpose of attending curricular programs or activities, excluding pupils with disabilities who received special transportation and kindergarten pupils transported only during the noon hour.

Date completed _____

Completed by _____

Evansville Education Foundation
Report for
Board of Education
October 30, 2013

The Evansville Education Foundation (EEF) met on September 19 and October 17, 2013. The following is a summary of the last two meetings.

- Minutes of the Annual Meeting were approved.
- Wish List and Endowment grants were presented at the Back to School Days and the recommendation is to continue to present these grants at this function.
- A Face book page has been created for the EEF.
- The student community service club will be working on the Alumni lists beginning October 20, 2013.
- EEF is trying to determine the best service to use for a web page. Google for non-profits, Grassroots.org and Dreamweaver are being considered. Members will look at these services and discuss at next meeting.
- Fund Raising was a focus of discussion. Mrs. Cecile David is proposing adding Competitive Scholastic Clubs to the High School. The following events were discussed: World Language Day, Robotics Club, Math Meet and Science Club. Mrs. David has been working with Mr. Everson to get staff and student involvement. She would like to raise money to establish and maintain these clubs.
- Board Membership – Mr. Tris Lahti has indicated his interest in serving on the Board. The EEF moved to add Mr. Lahti as a member and as Chair of the Technology Committee. Ms. Koehl will contact Mr. Lahti to get his confirmation to serve.
- Special Events: Discussion of a signature event for the EEF. Decision to organize an Art, Antique and Garden Fair to be held at the end of March if possible. A planning committee meeting date was set for Wednesday, October 23rd at 10:00 a.m.

Next Meeting is to be held on November 21, 2013 at 7:00 p.m. at the Heights.

Respectfully Submitted by Kathi Swanson

MEMORANDUM

To: ECSD Board of Education
From: Jerry Roth, District Administrator
Re: Citizens Advisory Committee
Date: 10-30-13

The Citizens Advisory Committee (CAC) met on October 14 and 21 to discuss the following items:

- Fund 10, debt service, tax levy, equalized value, mill rate, equalized aid, fund balance, teacher FTE, and total number of employees
- Curriculum, curriculum materials and resources, curriculum budget
- School schedules, class offerings, high school course catalog, school calendar and instructional minutes
- Technology audit
- Co-and extra-curricular activities
- Community use of facilities

Items requested by the CAC:

- Summary of the State Report Card
- ACT and WKCE assessment data
- AP courses and comparison to Rock Valley North Schools

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Citizens Advisory Committee (CAC) Minutes September 30, 2013, Meeting

The Citizens Advisory Committee (CAC) meeting was held Monday, September 30, 2013, at 6:05 pm in the District Board and Training Center.

Welcome and Introductions

Members in attendance: Jami Becker, William Davis, Tracy Hall, Phil Hamilton, Bill Hartje, Jennifer Hauxwell, Tammi Helser, Craig Hurda, Amanda Koenecke, Kurt Krueger, Greg Kuelz, Bridget Rolek, Bryan Rudser, and Tiffini Schwenn. Tris Lahti arrived at 6:19 pm and Jeanna Blume arrived at 6:27 pm. Absent: Brad Boll and Ally Krueger.

District Administrator, Mr. Roth, welcomed all, thanked them for their participation, and indicated the CAC would be busy with a lot of work ahead of them. He will turn the meeting over to the Chairperson, once selected, who will run the meetings and help set the agendas.

Committee member Introductions were made and administrative team members, Jerry Roth, Doreen Treuden, Joan Wick, Lou Havlik, Vauance Ashby, Brian Cashore, Bob Flaherty, and Kelly Mosher introduced.

Define the Work

Mr. Roth reviewed the duties of this committee and defined the work: develop knowledge of the ECSD, develop community survey to determine priorities, chairperson leads meetings and works with the District Administrator to develop meeting agendas, and secretary communicates information to the community.

Mr. Roth shared a document for all to read, Duties of CAC, which included the chairperson, secretary, and committee members.

Elect Officers

Mr. Roth asked for volunteers for Chairperson as he and other administrators will not be running the meetings, they will provide information and answer questions at the meetings. Two members indicated interest: William Davis and Amanda Koenecke. Each gave their reason for wanting to serve as Chairperson. Members voted by paper ballot. Mr. Roth and Ms. Treuden counted the ballots, a tie. Mr. Davis deferred. Ms. Koenecke will be the Chairperson.

Ms. Koenecke asked for volunteers for secretary. Discussion to decide on the meeting dates prior to selecting secretary.

Determine Meeting Dates

The 2013 school year calendar was distributed. Members discussed nights of the week to hold meetings. Consensus to hold meetings on Monday's.

The dates of future meetings:

- Monday, October 14, 6:00 pm
- Monday, October 21, 6:00 pm
- Monday, November 4, 6:00 pm
- Monday, November 18, 6:00 pm
- Monday, December 9, 6:00 pm
- Monday, January 6, 6:00 pm
- Monday, January 27, 6:00 pm
- Monday, February 10, 6:00 pm
- Monday, February 24, 6:00 pm

Ms. Tammi Helser indicated that this would not work for her, so removed herself from the Committee and left the meeting.

Members are to contact Ms. Koenecke if they cannot make a meeting.

Elect Secretary

Ms. Koenecke asked for volunteers for secretary. Mr. Greg Kuelz and Ms. Jeanna Blum, agreed to be co-secretaries.

Tentative Timeline

Mr. Roth presented the tentative timeline for future meetings:

- Meetings 1 and 2: Budget (Budget history, building budgets, debt, salaries/benefits and Revenues)
- Meetings 2 and 3: Curriculum (Resources, class offerings, schedules, technology audit, 4K and school calendar)
- Meetings 3 and 4: Programs (Pupil services, co and extra-curricular, community use of facilities)
Facilities (Capital projects, safety audit and facilities audit)
- Meetings 5-7: Survey development (Bill Foster from School Perceptions help)
- Meetings 8 and 9: Review survey results
Prepare Board recommendation
- Board Meeting: Present recommendation to the Board (March)

Discussion: whether this is meeting 1, yes; and timeline for reviewing survey. Mr. Roth shared that this timeline is not set in stone, but the target date to present to the School Board is March 12.

Mr. Roth thanked the Administrators for being in attendance and dismissed them from the meeting.

ECSD Budget

Ms. Treuden presented and discussed an overview of the budget and finance that included: terms, revenue limit, equalization aid, expenses, WUFAR (accounting system used by the

State), and Fund 10-detail revenue and expense. Questions were asked throughout presentation.

Future Agenda

The next meeting will be Monday, October 14. Will continue with the budget and finance presentation and begin curriculum discussion.

Mr. Roth shared that Committee Members should not be having side conversations outside of the Committee meetings due to open meetings law.

Adjourn

The meeting adjourned at 7:56 pm.

Submitted by Kelly Mosher, District Administrative Assistant

Approved by the Committee: 10/14/13

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Citizens Advisory Committee (CAC) Minutes October 14, 2013

The Citizens Advisory Committee (CAC) Meeting was held on Monday, October 14, 2013, at 6:01 pm in the District Board and Training Center.

Welcome and Introduction

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

Amanda Koenecke called the meeting to order and went to approve meeting minutes 1st William Davis, 2nd Jami Becker, meeting called to order by voice vote.

ECSD

Doreen Treuden continued going over the budget tonight, starting off this week, where we left off last week.

Pg. 19

Special Project funds (in the budget section) Doreen explained all Special Education funds are in Fund 27, and when needed Fund 10 helps to fund it. Fund 21 is where donations/gifts are placed and can have a roll over balance.

Pg. 20

Fund 38 & 39 is debt, and is approved by the referendum. Evansville has the high school debt, and it's paid from the tax levy. Fund 38 debt is the Retirement fund debt.

Fund 50 is Food Service debt run by the USDA, and can carry a fund balance to protect from possible equipment loss. Fund 50 can never be negative, and then Fund 10 would have to help out. Doreen also talked about our decreasing revenue in this fund. There are fewer kids using the lunch programs. Price of a lunch is \$2.35. About 27% of students' qualify for a free or reduced lunch (40 cents).

Fund 80 is a Community program fund, which is not in place currently in Evansville.

Fund's (91, 93, 99) 99 is a Co-Op Program with other districts, and has been used with a shared employee, with McFarland district.

Fund 10 has the largest balance and is often referred to as a "savings account". Our balance is about 2.5million which amounts to about 13.65 of the budget. Our projected goal by 2015 is 15%. Use of these fund dollars requires a 2/3 board vote. Good use of this money is mostly for emergencies, and not re-occurring spending (salaries).

Evansville High School

Scott Everson shared a little about Traditional Block Scheduling and all its benefits (pg. located in the program section). This schedule has been in effect, and has worked well for 15-18 yrs. Kids are able to get more career focused schedules using this method (pg. 4-9 Career Clusters, Pathways, and Suggested

High School Courses). These chosen pathway goals help kids get an early head start in their college careers. 28 credits are need for graduation, in addition to 30 hrs of community service. Evansville has a 96% Graduation rate.

Pg. 13

"Youth Options" Kids are able to take college level classes at the districts expense, where the child choses to go. Parent will pay all expenses up front, and once child passes the college level class, they will be reimbursed.

CURRICULUM MATERIALS AND RESOURCES

Pg. 2-7

Paula Landers spoke about our Curriculum and how it coordinates with the schools standards. Standards have been increasingly influential in the curriculum, esp. since the 1990's. Any change in standards takes years to coordinate with assessments. Textbooks are assigned with certain standards, and most cycles are 5 yrs, which due to the budget now of \$20,000 is usually not always enough to replace all that they need (pg. 5).

Due to time limits all other board members were not able to share all data they had to offer. We hope to be able to share this info at our next meeting.

FUTURE AGENDA

The next meeting of the CAC will be held on Monday, October 21, 2013. We will continue with discussion of the curriculum, programs, and facilities.

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

ADJOURN

The meeting adjourned at 8:03 pm.

Submitted by Jeanna Blume, Secretary of the Citizens Advisory Committee

Approved: 10/21/13

MEMORANDUM

TO: Board of Education
FROM: Paula Landers
RE: 4K Investigation Committee Update
DATE: October 17, 2013

The first 4K Investigation Committee (4KIC) meeting is scheduled for October 28, 2013 from 5:00 – 7:00 pm in the District Board Room. All individuals that expressed interest in participating on the committee were sent the invitation and organizational plan/timeline that accompanies this memorandum. In all, 23 people were invited to attend the committee meetings and were asked to confirm their participation by October 22, 2013.

The 4K Investigation Committee will prepare information for the Board through subcommittee work. The 4K Investigation Committee will act as the overarching gate-keeping and central communication group, with subcommittees investigating specific components of 4K and bringing this work back to 4KIC. 4KIC will discuss the work and prepare it for the Board.

The subcommittees and their focus areas are:

- Operations: procedures, facilities, site criteria, funding and budget, transportation, registration and census
- Program: curriculum and materials, equipment, assessment, teacher licensing, professional development
- Communications & Outreach: information and press releases, community outreach, communication tools, 4K rationale and philosophy

Subcommittees will be formed at the 4KIC organizational meeting on October 28 and will determine their own work schedule. The 4KIC will review subcommittee work in December 2013, January and February, 2014. The current timeline goal is to bring forward information to the Board on 4K at the February 26, 2014 regular meeting.



Evansville Community School District
340 Fair Street
Evansville, Wisconsin 53536

Paula Landers
Director of Instruction
landersp@evansville.k12.wi.us
(608) 882-3382

October 16, 2013

Dear 4K Investigation Partner,

Thank you for your interest to participate in the 4K Investigation Committee work of the Evansville Community School District. We will be holding our first meeting on **Monday, October 28, 2013, from 5:00 – 7:00 pm** in the District Board Room at 340 Fair Street in Evansville.

At this initial organizational meeting, I will outline the work of the 4K Investigation Committee and describe the work process from October 2013 through February 2014. The Investigation Committee will be divided into three subcommittees that will focus on different tasks:

- Operations Subcommittee: procedures, facilities, site criteria, funding & budget, transportation, registration and census
- Program Subcommittee: curriculum & materials, equipment, assessment, teacher licensing, professional development
- Communications & Outreach Subcommittee: information & press releases, community outreach, communication tools, 4K rationale and philosophy

I encourage you to consider the work of these subcommittees and come to the first organizational meeting with an idea of which one you would like to join.

In order to plan for the upcoming meeting, please contact Tammy Heissner at heissnert@evansville.k12.wi.us or (608)882-3384 and let her know whether you will or will not be in attendance.

I am looking forward to our work together.

Sincerely,

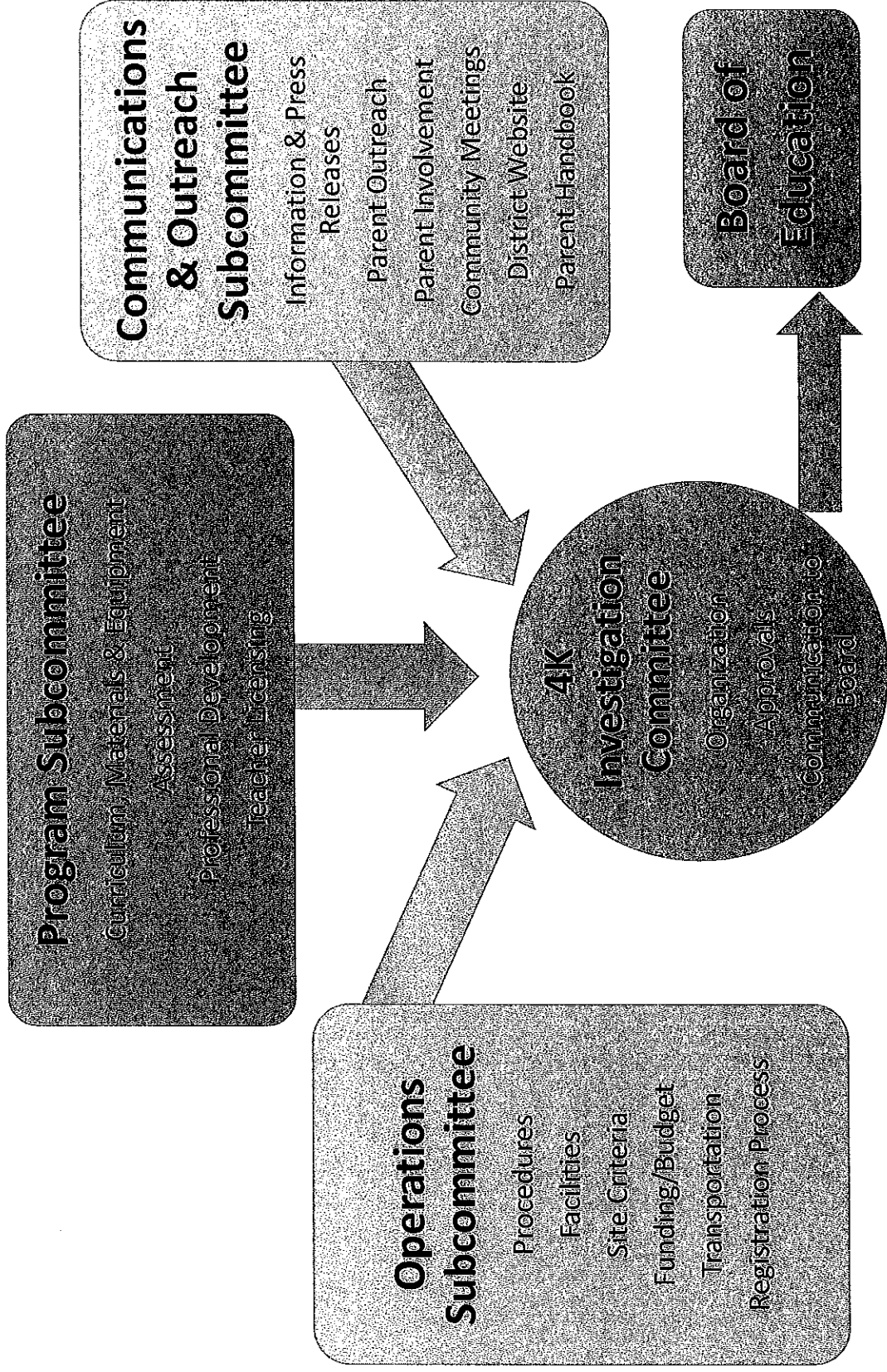
Paula Landers

Enclosures: organizational chart and broad timeline

4K Investigation Committee Members:

Vaunce Ashby
Bill Davis
Emma Dieter
Joanie Dobbs
Beryl Fago
Jamie Fellows
Melissa Hammann
Tina Harnack
Lou Havlik
Jennifer Johnson
Sonya Keyser
Kiara Krohn
Paula Landers
Sandi Spanton-Nelson
Andrew Ortmyer
Jerry Roth
Michelle Samuelson
Jasmine Sharp
Nikki Soto
Cheryl Thomas
Doreen Treuden
Joan Wick

Evansville Community School District
4 Year-Old Kindergarten Investigation Committee and Sub Committees (4KIC)
Organizational Plan



4K Investigation Committee Timeline

Timeline	Subcommittee Tasks		
4K Investigation Committee Facilitator: Paula Landers	Operations Subcommittee Facilitators: Jerry Roth, Joan Wick	Program Subcommittee Facilitator: Vaunce Ashby	Communications Subcommittee Facilitator: Lou Havlik
<p>October 28, 2013 5:00 – 7:00 pm District Board Room</p> <p>Organizational Meeting</p>	<p>Research and Develop a Recommendation for:</p> <ul style="list-style-type: none"> • Site Requirements • Reimbursement • Program Model • Transportation Options • Community Partners 	<p>Research and Develop a Recommendation for:</p> <ul style="list-style-type: none"> • Standards • Curriculum Materials • Teacher Licensure Requirements 	<p>Research and Develop a Recommendation for:</p> <ul style="list-style-type: none"> • Rationale • Talking Points • Communication Avenues • Stakeholders • Standard Communication Tools
<p>November 2013</p>	<p>Subcommittee Work</p>	<p>Subcommittee Work</p>	<p>Subcommittee Work</p>
<p>December 10, 2013 5:00 – 7:00 pm District Board Room</p> <p>Review Subcommittee Work</p>	<p>Subcommittee Work</p>	<p>Subcommittee Work</p>	<p>Subcommittee Work</p>
<p>January 13, 2014 5:00 – 7:00 pm District Board Room</p> <p>Review Subcommittee Work</p>	<p>Prepare Recommendations for Board of Education</p>	<p>Prepare Recommendations for Board of Education</p>	<p>Prepare Recommendations for Board of Education</p>
<p>February 17, 2014 5:00 – 7:00 pm District Board Room</p> <p>Prepare Final Board Presentation/Materials</p>			
<p>February 26, 2014 Board Meeting 6:00 pm District Board Room</p>			

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Insurance Committee
Date: October 23, 2013

The Insurance Committee met on October 22, 2013, from 5:30 – 7:00 p.m. Greg Kuelz from Associated Financial Group facilitated the meeting. The group reviewed the purpose of the Committee and the timeline; discussed the current health benefit plan and the new high deductible HRA; and listened to a presentation on the Affordable Health Care Act. The next meeting is scheduled for November 19 at 5:30 p.m. Below are the individuals who graciously volunteered to be Committee members for 2013-2014:

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

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Voicemail and Telephone Upgrade
Date: October 23, 2013

Last March the BOE approved the use of \$63,000 of Fund 10 Balance to upgrade the voicemail system across the District. The voicemail system was identified in the technology audit as priority number one for replacement because the system is failing and manufacturer support is no longer offered.

Following the BOE approval, a Request for Proposal (RFP) was created and sent out to vendors. Heartland Business Services was awarded the contract to upgrade the voicemail system. They have been working on the upgrade since last summer. It has recently come to our attention that it's not possible to upgrade the voicemail system across the District because the telephone system is too old and cannot be integrated with a new voicemail system. The integration of a new voicemail and the old telephone system requires licenses and support that the telephone manufacturer is no longer offering to customers.

In order to upgrade the old telephone system, we need to upgrade the District wired infrastructure first. We had planned to upgrade the wired infrastructure in future years in order to spread out the expense. Once the wired infrastructure upgrade was completed, the next phase was to upgrade the old telephone system. The plan to upgrade the voicemail, wired infrastructure and telephone systems in phases over several years is no longer an option.

Larry Martin is working with the vendor to provide cost estimates for the phone system upgrade and the wired infrastructure upgrade. At this time we are estimating the total cost to exceed \$300,000. I will be working with the vendor to determine options for possible finance terms that will allow for repayment over several years. More information regarding pricing and financing options will come before the BOE next month.

EVANSVILLE STUDENT ENROLLMENT HISTORY

<u>YEAR</u>	<u>Pre-K</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>SAGE TOTALS</u>	<u>TOTAL</u>	<u>% CHANGE</u>
<u>2013-14</u>	<u>12</u>	<u>104</u>	<u>145</u>	<u>118</u>	<u>121</u>	<u>147</u>	<u>144</u>	<u>138</u>	<u>134</u>	<u>142</u>	<u>144</u>	<u>130</u>	<u>138</u>	<u>100</u>	488	1717	
<u>Sept. 3rd</u> <u>Friday</u>																	
2012-13	16	145	122	122	152	140	138	139	144	141	137	144	99	118	541	1757	-3.27%
2011-12	20	124	126	143	142	136	138	143	140	136	151	105	128	143	535	1775	-1.01%
2010-11	17	131	148	144	138	134	144	144	133	146	115	126	141	127	561	1788	-0.73%
2009-10	17	148	154	130	141	151	144	126	146	107	134	154	123	131	573	1806	-1.00%
2008-09	17	146	130	139	156	147	130	146	112	135	161	134	133	145	571	1831	-1.37%
2007-08	20	126	140	151	145	128	140	112	133	150	156	136	144	118	562	1799	1.78%
2006-07	21	134	156	144	132	144	110	133	151	137	148	157	119	139	566	1825	-1.42%
2005-06	20	139	141	130	144	106	121	142	132	135	160	124	134	102	554	1730	5.49%
2004-05	12	126	135	138	107	116	139	131	137	151	128	142	98	122	506	1,682	2.85%
2003-04	15	127	145	106	112	134	130	131	151	118	144	108	122	124	490	1,667	0.90%
2002-03	18	143	109	110	133	129	132	148	116	124	119	132	117	109	495	1,639	1.71%
2001-02	11	110	109	130	125	132	150	114	126	103	137	124	103	101	474	1,575	4.06%
2000-01	8	107	121	117	121	148	112	122	104	122	134	106	110	96	466	1,528	3.08%

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Home-Schooled Students

School Year	PreK-8	High School	Total / Total Students Enrolled in District
2013-2014	46	13	59 / 1,717
2012-2013	46	17	63 / 1,757
2011-2012	45	19	64 / 1,788
2010-2011	39	12	51 / 1,788
2009-2010	36	16	52 / 1,803
2008-2009	31	13	44 / 1,831

Open Enrollment Out

School Year	Pre K-8			High School			Total	Never Attended Evansville	Previous Home Schooled
	Virtual	Janesville	Other	Virtual	Janesville	Other			
2013-14	8	11	54	3	9	14	99	76	7
2012-13	10	12	37	5	11	10	85	69	4
2011-12	1	11	24	6	13	7	62	49	1
2010-11	2	13	20	5	6	5	51	7	2
2009-10	1	13	23	9	5	9	60	46	2
2008-09	1	13	19	11	7	7	58	47	1

Open Enrollment In

School Year	Pre K-8		High School		Total	Previously Attended Evansville
	Janesville	Other	Janesville	Other		
2013-14	2	30	6	12	50	41
2012-13	2	25	4	11	42	34
2011-12	4	18	4	12	38	38
2010-11	6	20	4	11	41	38
2009-10	8	19	0	16	43	29
2008-09	8	21	0	18	47	19

2013-2014 Open Enrolled Out by grade level

KG	6
01	9
02	10
03	8
04	11
05	11
06	7
07	6
08	4
09	7
10	4
11	10
12	6

Total 99

2013-2014 Open Enrolled In by grade level

KG	2
01	4
02	1
03	2
04	5
05	2
06	6
07	2
08	8
09	4
10	6
11	5
12	3

Total 50

2013-2013 Homeschooled by grade level

KG	5
01	6
02	7
03	6
04	4
05	7
06	4
07	5
08	2
09	5
10	1
11	3
12	4

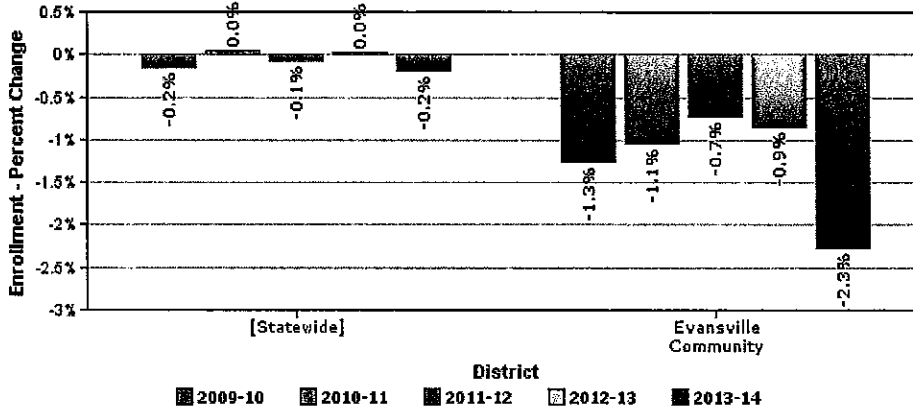
Total 59



Filter Criteria

Districts hold CTRL + click up to 5: [Statewide], Evansville Community Group by: [All Students]
School Year: 2013-14 Data View: Current

Enrollment by Year and District - Percent Change (All Students)



District	School Year	Student Count	Enrollment Change %
[Statewide]	2009-10	874553	-0.16
[Statewide]	2010-11	874893	0.04
[Statewide]	2011-12	874300	-0.07
[Statewide]	2012-13	874537	0.03
[Statewide]	2013-14	872758	-0.20
Evansville Community	2009-10	1807	-1.26
Evansville Community	2010-11	1788	-1.05
Evansville Community	2011-12	1775	-0.73
Evansville Community	2012-13	1760	-0.85
Evansville Community	2013-14	1720	-2.27

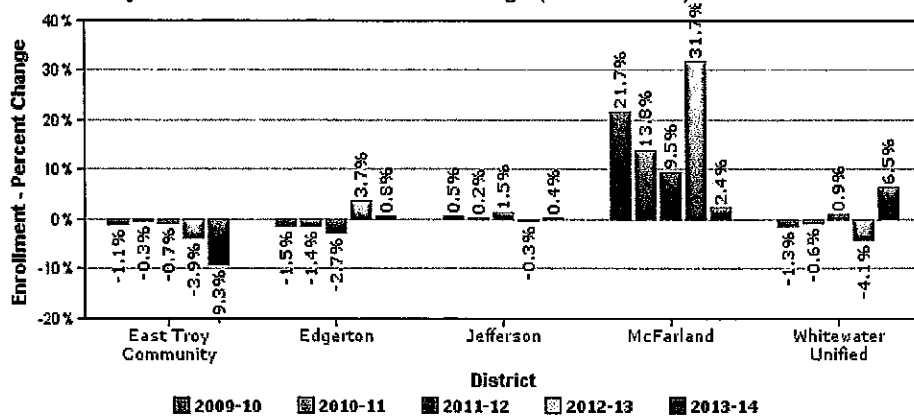
[http://wisedash.dpi.wi.gov/Dashboard/Page/Home/Topic%20Area/Enrollment/Enrollment%20Comparison%20\(Multiple%20Districts%20on%201%20Chart\)/Enrollment%20by%20Year%20and%20District%20-%20Percent%20Change?filtersetid=1dcba99-0c5d-44ea-8505-077dd80da393](http://wisedash.dpi.wi.gov/Dashboard/Page/Home/Topic%20Area/Enrollment/Enrollment%20Comparison%20(Multiple%20Districts%20on%201%20Chart)/Enrollment%20by%20Year%20and%20District%20-%20Percent%20Change?filtersetid=1dcba99-0c5d-44ea-8505-077dd80da393)



Filter Criteria

Districts hold CTRL + click up to 5: East Troy Community, Edgerton, Jefferson, McFarland, Whitewater Unified Group by: [All Students]
School Year: 2013-14 Data View: Current

Enrollment by Year and District - Percent Change (All Students)



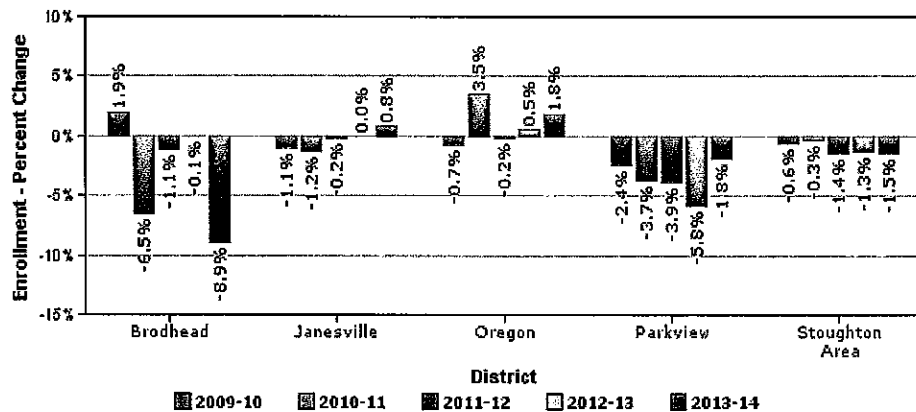
District	School Year	Student Count	Enrollment Change %
East Troy Community	2009-10	1758	-1.07
East Troy Community	2010-11	1752	-0.34
East Troy Community	2011-12	1740	-0.68
East Troy Community	2012-13	1673	-3.85
East Troy Community	2013-14	1517	-9.32
Edgerton	2009-10	1862	-1.48
Edgerton	2010-11	1836	-1.40
Edgerton	2011-12	1786	-2.72
Edgerton	2012-13	1852	3.70
Edgerton	2013-14	1867	0.81
Jefferson	2009-10	1908	0.53
Jefferson	2010-11	1912	0.21
Jefferson	2011-12	1940	1.46
Jefferson	2012-13	1934	-0.31
Jefferson	2013-14	1942	0.41
McFarland	2009-10	2615	21.74
McFarland	2010-11	2976	13.80
McFarland	2011-12	3259	9.51
McFarland	2012-13	4292	31.70
McFarland	2013-14	4395	2.40
Whitewater Unified	2009-10	2032	-1.31
Whitewater Unified	2010-11	2020	-0.59
Whitewater Unified	2011-12	2038	0.89
Whitewater Unified	2012-13	1954	-4.12
Whitewater Unified	2013-14	2082	6.55



Filter Criteria

Districts hold CTRL + click up to 5: Brodhead, Janesville, Oregon, Parkview, Stoughton Area **Group by:** [All Students]
School Year: 2013-14 **Data View:** Current

Enrollment by Year and District - Percent Change (All Students)



District	School Year	Student Count	Enrollment Change %
Brodhead	2009-10	1160	1.93
Brodhead	2010-11	1085	-6.47
Brodhead	2011-12	1073	-1.11
Brodhead	2012-13	1072	-0.09
Brodhead	2013-14	977	-8.86
Janesville	2009-10	10493	-1.05
Janesville	2010-11	10364	-1.23
Janesville	2011-12	10344	-0.19
Janesville	2012-13	10344	0.00
Janesville	2013-14	10422	0.75
Oregon	2009-10	3598	-0.74
Oregon	2010-11	3724	3.50
Oregon	2011-12	3718	-0.16
Oregon	2012-13	3736	0.48
Oregon	2013-14	3802	1.77
Parkview	2009-10	1016	-2.40
Parkview	2010-11	978	-3.74
Parkview	2011-12	940	-3.89
Parkview	2012-13	885	-5.85
Parkview	2013-14	869	-1.81
Stoughton Area	2009-10	3394	-0.61
Stoughton Area	2010-11	3384	-0.29
Stoughton Area	2011-12	3336	-1.42
Stoughton Area	2012-13	3292	-1.32
Stoughton Area	2013-14	3243	-1.49

Evansville

Community School District

MEMORANDUM

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: 2014-2015 Budget Calendar
Date: October 23, 2013

To “kick off” the 2014-2015 budget process, I am presenting to you the draft budget calendar for your approval. The budget calendar is an important tool for all stakeholders involved in the budget process. The calendar displays the budget process steps over the next 12 months and indicates the person(s) responsible. The calendar sets benchmarks for communicating budget information to the Board, the staff and the community.

The 2014-2015 Budget Calendar is starting a month earlier than last year’s calendar. The highlighted areas on the calendar represent additions to the budget process. As in the past, the Board will be updated each month on budget progress. The half day budget retreat meeting for Board members is on the calendar again and set for January 2014 (date TBD).

Please consider approving the 2014-2015 Budget Calendar at the November 13th meeting.

2014-2015 Budget Calendar (DRAFT)

Evansville Community School District

	√	Task	Responsibility
October		Create Budget Calendar for BOE approval Administrative Budget Retreat - November 21, 2013 Prepare preliminary 2014-15 budget draft – Baird Model	Business Manager
November		Budget presentations to staff for input – November 26, 2013 Budget press release to public for input Open online web-site link for public input	Business Manager and District Administrator
December		Review and revise budget process and philosophy Set date for BOE Budget Retreat	Board of Education
January		BOE Budget Retreat Prepare contracts for administration State of the District presentation to staff Budget presentation to the Public	Business Manager Business Manager District Administrator Business Manager
February		Principals begin building budget process with staff using zero-based budgeting process Directors begin developing department budget Approve Employee Handbook changes related to budget Insurance Committee recommendation to Board Board approves health insurance rates (committee)	Principals Directors Board of Education Board of Education
March		Approve staffing proposal (contracts) Building and department budget presentations to JR, DT, PL Compensation recommendation to Board Board approves compensation schedules	Board of Education Principals; Directors District Administrator Board of Education
April		Budget update to BOE *Written notice of teacher layoff/non-renewal due by April 15 Approve staff hiring (vacancy list) for 2014-15	Business Manager District Administrator Board of Education
May		Review open enrollment data *Written notice of teacher contract renewal due on or before May 15	District Administrator Business Manager
June		First draft of 2014-15 budget presented to BOE	Business Manager
July		Second draft of 2014-15 budget presented to BOE for approval Community Hearings on Proposed 2014-15 Budget	Business Manager District Administrator
September		Annual meeting and budget hearing Third Friday pupil count	Administration and School Board
October		State aid and equalized property values are finalized Final budget is presented for approval Tax levy is certified 2015-2016 budget process begins	Business Manager School Board School Board

Evansville Community School District

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

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

To: Evansville Board of Education
From: Doreen Treuden, Business Manager
Re: Physical Security Assessment
Date: October 24, 2013

RETA Security, Inc. conducted a physical security assessment of all District buildings on September 5 and 6. Below is a report summary of the issues identified for further consideration. The full report is expected to be delivered October 25 and will be forwarded to the BOE at that time.

Assessments focused on areas involving the protection of students, staff, and visitors. As intended, the assessments identified both strengths and weaknesses of the existing security program. The following district-wide issues especially merit attention.

- *Pursue the installation of secured main entry vestibules.*
- *Ensure that each Main Office is staffed with at least two (2) personnel.*
- *Improve visitor management procedures.*
 - *Adopt credential exchange practice or purchase visitor management software.*
- *Continue to replace classroom locking mechanisms with those that have interior locking capabilities.*
- *Upgrade JC McKenna's electronic access control system and add readers to the Grove Campus.*
 - *Restrict staff access to the timeframe of 6:00am to 10:00pm.*
- *The telephone system should be upgraded to ensure features are functional and up to date.*
 - *All telephones should be labeled with emergency dialing instructions.*
- *Ensure that each school has an adequate supply of two-way radios.*
 - *Consider use of a repeater.*
- *Optimize intercom systems.*
 - *Remove volume controls.*
- *Consider installing a Per Mar panic button in each Main Office.*
- *Train and equip recess monitors.*
- *Install/Update and standardize video surveillance systems.*

The next step is to identify costs associated with rectifying the issues listed above. This information will be shared with the CAC Committee to be used during survey development.

Approved: July 30, 2012

529.45

1st Reading: 10/30/13

FOR REMOVAL AS IS COVERED IN EMPLOYEE HANDBOOK

PERSONAL LEAVE

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

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

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

Revised: March 17, 2008
Revised: June 9, 2008
Revised: February 11, 2013
Revised:
1st Reading: 10/30/13

FOR REMOVAL – IN EMPLOYEE HANDBOOK

SUBSTITUTE TEACHER EMPLOYMENT

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

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

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

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

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

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

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

~~\$100.00 per day.~~

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

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

~~\$177.00 per day.~~

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

Revised: ~~October 11, 2004~~

Revised: December 17, 2007

830

Revised: May 12, 2008

Revised: June 8, 2009

Revised:

1st Reading: 10/30/13

USE OF SCHOOL FACILITIES

Mission Statement:

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

General Terms and Conditions:

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

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

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

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

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

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

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

Facility Use Schedulers:

High School Scheduler

District Scheduler

Facility Use Guidelines:

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

Repeated changes may result in additional fees.
- 10. Food and beverages shall be allowed in designated areas only.**
- 11. Tobacco, nicotine, and alcoholic beverages are not permitted in any school building or on school grounds.**

12. All users are required to use designated entrances and areas only. Specific information regarding the requested area is stated on the facility use form. For security reasons, using other entrances or propping doors is not allowed. Propping doors open may result in forfeiture of future use.

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

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

Supervision:

The user group or organization shall designate one approved adult to be in charge of and responsible for the program activity. Examples of those in charge include a ~~Community~~ **an Event Supervisor** (person who submitted the request) **or District staff employee.** ~~Evansville School District co-curricular supervisor or person who submitted the request.~~

The ~~Community Supervisor, or the~~ **Event Supervisor** responsible for the activity, must be at least ~~21~~ **24** years of age **an 18 year old nonstudent.** S/he is responsible for the area or room from the time the group enters the building, until they leave. The ~~Community~~ **Event Supervisor** is responsible for ~~knowing who else has scheduled use of the building~~ **the area that they have reserved.** Supervision ~~will~~ **may** require two responsible persons, one to supervise the activity and one to supervise the rest of the open building area, unless otherwise determined during the facility use agreement process. ~~The Community Supervisor is also responsible for anyone who enters their building or areas as a result of the activity.~~

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

Keys/Swipe Key:

- For hours Monday – Friday – 6:00 a.m. – ~~10:45~~ **9:00** p.m. on school days, **access to buildings will be granted by Facility Use Schedulers (exceptions to this need supervisor’s approval).** ~~general (exceptions to this need supervisor’s approval) access to the buildings may will be granted by each building principal or designee~~ **Facility Use Schedulers.** ~~Access to particular facilities will be determined in the scheduling process with most ending at 9:00 p.m.~~ Access will be granted only to those who have reserved the facility through a Facility Use Agreement form. During weekend and other non-school hours a staff member or access card holder may open and secure the facility. All large events require a staff person cleared for access to relevant supplies and equipment. Custodial services ~~will usually~~ **may** be required to monitor and/or secure the facilities for groups over ~~100~~ **30** and will be paid by the group using the facility.
- At the District Office, ~~and~~ **high school and middle school,** the scheduler will check keys and/or swipe keys through a sign-out procedure. Swipe key or keys to open a building for use during weekends and non-school hours will only be issued to ~~community~~ **Event Supervisors** who have been trained for the particular area. The keys are the property of the Evansville School District. Keys shall not be duplicated. Keys cannot be loaned to other individuals without prior approval **from the scheduler.** Failure to comply with these rules ~~may~~ **will** result in loss of privileges.
- Keys must be returned within two working days of the completion of the scheduled activity unless otherwise specified on the Key and Swipe Key Checkout Form. Failure to return keys within two **working** days, unless otherwise specified, will result in a \$25 late fee and may jeopardize future use.

- If a key is lost or stolen, the user must report it immediately to the scheduler **and** building office principal or district office. A lost or stolen key will result in a \$25 fee and may result in additional charges, incurred to restore/re-key the area.

Maintenance:

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

Facility Use Guidelines:

- ~~1. Community Event users will schedule events through the scheduler who coordinates with the building office staff.~~
- ~~2. Staff in each building office is responsible for scheduling all School District uses and for approving all community programs/activities that occur in their building facilities. Building office staff will work cooperatively with all school staff and the community facility use scheduler to accomplish this task. The master facilities schedule is available on the District website.~~
- ~~3. Non-school related activities and programs should submit facilities requests before June 15 for fall semester, October 15 for spring semester, and summer session by March 15 to the community facility use scheduler. Generally, requests for facilities will be granted on a first-come-first-served basis, although they may **can** be adjusted for greater access by more groups **school related activities**. Other requests submitted after deadline dates will be granted space as possible.~~
- ~~4. Any non-school activities or programs requiring large blocks of time and/or multiple facility use may schedule requests for up to one school semester. **The District reserves the right to alter facility use requests to accommodate one time and/or infrequent use requests. If a change is necessary, the District will provide notice and assistance in locating other accommodations if possible.**~~
- ~~5. Use of kitchen facilities requires the presence of at least one food service employee.~~
- ~~6. If additional custodial help is required by the user or the District, the user will pay the cost.~~
- ~~7. Locker room facilities are available in the intermediate school, middle school, and high school. Please specify your need to use them on your facility use form. Adequate supervision and custodial support may be required for locker room use. High school phy-ed locker rooms are available until 9:00 p.m. on active school days.~~
- ~~7. Fees will be assessed for programs and activities occurring at School District Facilities according to the rates in this policy. The event fee must accompany the Facility Use Agreement Form, remaining charges will be invoiced and due within one month of receipt. Those activities and programs requiring fees must pay the event fee before facilities are considered scheduled. Payment may be negotiated to fit special circumstances.~~
- ~~8. When **District** employees are required to be on site, outside of the normal working hours, charges will be at the average hourly overtime rate of the employee group.~~

~~9. Rates will be reviewed on an annual basis by the Evansville School Board.~~

~~9. Use of facilities on School District observed holidays or emergency closure days is not allowed. The holidays include:~~

~~Christmas Eve, Christmas, New Year's Eve, New Years, Good Friday, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving.~~

~~10. Facility use cancellation guidelines include:~~

- ~~○ School day reservations require one school day notice to cancel.~~
- ~~○ Weekend and other non-school day reservations need three contract school days to cancel.~~

~~Failure to meet cancellation deadlines above may result in assessment of appropriate fees, and forfeiture of future use.~~

~~Repeated changes may result in additional fees.~~

~~11. Food and beverages shall be allowed in designated areas only.~~

~~12. Smoking and alcoholic beverages are not permitted in any school building or on school grounds as per Wisconsin State Statutes 120.12(20) and 125.09(2).~~

~~13. All users are required to use designated entrances and areas only. Specific information regarding the requested area is stated on the facility use form. For security reasons, using other entrances or propping doors is not allowed. Propping doors open may result in forfeiture of future use.~~

~~14. Groups that do not have a certificate of insurance will sign a waiver of liability.~~

~~15. Use of facilities will be permitted only during approved dates and times.~~

Fee Schedule and Guidelines:

- Facility use fee assessment is based on the following Fee Chart. If the space needed is not listed on this fee schedule, a Facility Use Agreement between the parties will be negotiated.
- In conjunction with the scheduler, the business manager, district administrator, or designee may negotiate contracts for fees and facility usage with non-profit community groups who use District facilities on a regular or a long term basis. ~~All direct costs associated with that use must be covered and the contract must be approved by the District Business Manager.~~
- Damages to the facility or its equipment will be assessed to the facility user in a timely manner. These damages may lead to an additional fee to cover repair or replacement costs. Future facility use may also be prohibited.
- Fees are subject to change without notice.

Community Walkers:

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

to conduct background checks on walkers and may request the information we need to complete background checks. ~~Walkers will be asked to sign an agreement indicating they agree to the restrictions, and that walking privileges may be revoked at the discretion of the principal if procedures are not followed.~~

	Category 1	Category 2	Category 3
General Area	For Profit, Non Community*	Non-Profit, Non-Community, or For Profit Community* (includes parties)	Non-Profit Community User*
Outdoor Facilities (i.e. soccerfields)	Neg.Negotiated/event based on number of participants	NegNegotiated/event based on number of participants	** \$15 Event Fee plus \$5 for each event scheduled at the same time. We will mow/maintain fields during appropriate school athletic season. Lining must be done by the user or a fee of \$25/ hour paid. Mowing charges outside the school athletic season of season preparation will be on an hourly adult group use charge of \$25/hour unless overtime is required.
Grove Campus Commons	\$15.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours. \$5 for each additional adult group use plus custodial charges as needed. No charge for school age groups.
Middle School Commons	\$15.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours. \$5 for each additional adult group use plus custodial charges as needed. No charge for school age groups.
High School Commons	\$15.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours. \$5 for each additional adult group use plus custodial charges as needed. No charge for school age groups.
Community Room	\$15.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours. \$5 for each additional adult group use plus custodial charges as needed. No charge for school age groups. This space not available to school age groups without special arrangements.

	Category I	Category 2	Category 3
General Area	For Profit, Non Community*	Non-Profit, Non-Community, or For Profit Community* (includes parties)	Non-Profit Community User*
High School Media Room	\$15.00/hr	\$5.00/hr	** Event Fee for single use up to 4 hours. \$5 for each additional adult group use plus custodial charges as needed. No charge for school age groups
* Definition: Community as it relates to the fee schedule means the organization is largely made up of Evansville School District Residents.			
** Set up/take down charges and supplies may be charged per use.			

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

AUDITORIUMS

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

Performing Arts Center (PAC)	For Profit, Non-Community* Per hour unless noted	Non-Profit, Non-Community, or For Profit Community* Per hour unless noted	Non-Profit Community User* Per hour unless noted
(a) Full Lighting and Sound (set-up, rehearsal, etc., prorated in half-hour increments)	\$30.00	\$15.00	\$15.00
(b) Minimal Stage Lighting and Stage Audio (set-up, rehearsal, etc., prorated in half-hour increments)	\$20.00	\$5.00	\$2.50
(c) Front of curtain (full stage)	\$40.00	\$20.00	\$5.00
(d) Percentage Fee (assessed on all income derived from event, including, but not limited to admission fees, registration fees, donations, concessions, novelty sales, etc. "Net" income is defined as gross income less state and county taxes.)	6% of net income	3% of net income	\$0.25 per ticket or as negotiated sold
(e) Orchestra pit cover	Per removal labor costs estimated at \$25/hour x 15 hours for removal and replacement		
(f) Individual Room Charges (when PAC is not rented)			
— (1) Dressing Rooms/Green Room	\$10.00 (each day)	\$2.00 (each day)	No charge

Performing Arts Center Only

- (a) A house technician is required at all times at \$10/hour; \$15/OT unless organization has someone trained by the district available.
- (b) PAC stage crew \$77.25/hour; \$10.50/OT.
- (c) Front of house manager required for all ticketed events at \$10/hour unless organization has someone trained by the district available.

(d) Ushers \$67.25/hour.

PAC reserves the right to add additional labor and breaks if the crew call is not within realistic limits.

Equipment needs must be at least 48 hours in advance.

Labor Charges

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

For All Rentals

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

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

Facility Keys or Swipe Key

Replacement of \$25.00.

Legal Ref.: Sections 120.12(1) and (9) Wisconsin Statutes (School Board Duties)
120.13(17), (19) and (21) (School Board Powers)
121.02(1)(i) (School District Standards)
Equal Access Act
Boy Scouts of America Equal Access Act of 2001

Local Ref.: Policy #830 Form – Facility Use Agreement
Policy #830 Form 1 – Key and Swipekey Checkout Form
Policy #830 Form 2 – Request for Kitchen Use
~~Policy #830 Form 3 – Special Equipment/Materials or Setup Needed~~
Policy #860, Visitors to the Schools

Approved: November 11, 2002
Revised: August 11, 2003
Revised: January 9, 2006

830-Form

FACILITY USE AGREEMENT

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

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

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

Group/Organization Information

Name of Group/Organization: _____

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

Address: _____ City: _____ Zip: _____

*Event Supervisor(s): _____ Home Primary Phone: _____
Work Secondary Phone: _____ Ext.: _____ E-mail Address: _____

Activity/Building Information

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

Building Preference: _____ Room/Area Requested: _____

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

Activity(s) Planned: _____

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

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

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

Use/Rental Agreement

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

(Print Name)

(Signature)

(Date)

(Address/City/Zip)

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

BACKGROUND CHECK INFORMATION FORM

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

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

Address: _____ Date of Birth: _____
 _____ SS#: _____

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

Signed: _____ Date: _____

Waiver of Liability

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

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

Signature

Date

Printed Name

Approved: ~~August 12, 2002~~
Revised: November 11, 2002
Revised: August 11, 2003
Revised: October 11, 2004
Revised: 1st Reading: 10/30/13

KEY AND SWIPE KEY CHECKOUT FORM

Name: _____ Birthdate: _____
 Last First Middle Int.
Address: _____ City: _____ State: _____ Zip: _____
Phone Number (Daytime): _____ Evening: _____
 Cell Number: _____ E-mail: _____

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

_____ Date _____ Signature

Special Instructions:

Any concerns we need to be aware of? _____

PLEASE DO NOT WRITE BELOW THIS LINE

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

I.D. from outside users: _____

Date Key Returned: _____ Signature of Building Principal: _____

Signature of Person Receiving the Form: _____

**EVANSVILLE SCHOOL DISTRICT
REQUEST FOR KITCHEN USE**

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

Name of Organization _____

Contact in Charge _____

Contact Phone Number _____

~~Home~~ **Primary** ~~Work~~ **Secondary**

Date _____

Hours of Event _____

Please Check All That Apply:

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

Date Approved/Not Approved _____

Staff Person is Required for use of the Kitchen

Name of Staff Person _____

Hours Used/Billed _____

Date

Food Service Director Signature _____

Date

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

Thank You!

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

Name of Group/Organization: _____

Contact Person: _____ Phone Number: _____

Date of Event: _____ Date Received: _____

HIGH SCHOOL REQUESTS Room Requested? _____

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

Special Instructions: _____

MIDDLE SCHOOL REQUESTS Room Requested? _____

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

Special Instructions: _____

GROVE CAMPUS REQUESTS Room Requested? _____

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

Special Instructions: _____

1st Reading: 10/30/13

FOR REMOVAL

Approved: September 14, 2009

830 Form 4
860 Form 1

COMMUNITY WALKERS AGREEMENT

Name: _____
(Please Print First/Last Name)

Address: _____
(Street, City)

Phone Number You May Be Reached At: _____

Building(s) I Would Like To Walk In:

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

I agree to the restrictions of being a community walker:

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

Signature: _____ Dated: _____

Building Principal Authorized/Issued Permit: _____

Dated: _____

Approved: November 12, 1985

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Revised: May 13, 1985

Revised: January 8, 1990

Revised: February 1, 1990

1st Reading: 10/30/13

FOR REMOVAL

PHILOSOPHY OF THE EVANSVILLE COMMUNITY SCHOOLS

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

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

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

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

Approved: May, 1985
Revised: February 1, 1990
Revised:
1st Reading: 10/30/13

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DISTRICT VISION, MISSION AND GOALS STATEMENTS

OUR VISION:

Creating a culture of excellence in:

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

OUR MISSION:

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

OUR GOALS STATEMENTS:

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

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

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

EXPECTATIONS OF THE EVANSVILLE COMMUNITY SCHOOL DISTRICT

FOR STUDENTS:

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

FOR LEARNING ENVIRONMENTS:

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

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

Approved: January 13, 1986
Revised: July 20, 2009
Revised:
1st Reading: 10/30/13

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MOTORIZED VEHICLES ON SCHOOL PROPERTY

Parking on School Property

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

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

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

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

Off Road/Unlicensed Vehicles Used on School Property

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

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

Educational Exception

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

- X. Business (Action Item): 5 min
- A. Approval of Staff Changes:
 - B. Approval of 2014-2015 Budget Process and Calendar.
 - C. Approval of JEDI.
 - D. Approval of Hiring Process for Elementary and Middle School Principal Positions.
 - E. Approval of Senior Graduation Project.
- XI. Consent (Action Items): 2 min
- A. Approval of Policies: #142-Board Consultants; #425 – Enrollment of and Services Available to District Students Who Attend Private, Parochial or Home Based School; #428 – Public School Open Enrollment; #751.5-Use of Private Vehicles on School Business or to Transport Students; #753-Operating School Owned Vehicles; #751.5/753 Form-Alternative Vehicle Driver Information Request Form; #751.5/753 Form 1-Driver Information; #751.5/753 Form 2-Verification of Fitness to Drive; and #751.5/753 Form 3-Vehicle Inspection Form.
 - B. Approval of October 30, 2013, Regular Meeting Minutes.
 - C. Approval of September Bills and Reconciliation.
- XII. December 11, 2013, Regular Meeting Agenda. 5 min
- XIII. Five Minute Break 5 min
- XIV. Executive Session – Under Wisconsin State Statute 19.85(1)(c) to Discuss District Administrator Contract.

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: