

**School District of River Falls  
Regular Board Meeting**

Monday, August 17, 2020 - 7:00 PM

River Falls High School Media Center, 818 Cemetery Road, River Falls, WI 54022

Please follow the link below to join the webinar:

<https://zoom.us/j/92983211658?pwd=UnJpdmVjWlQ2ZEYrckdvNjVEcVBNdz09>

Webinar ID: 929 8321 1658 Passcode: RFSDBOE

or view via Facebook Live @RiverFallsSchoolDistrict

Agendas can be viewed at <https://www.rfsd.k12.wi.us/district/school-board.cfm> or at

<https://meetings.boardbook.org/Public/Organization/1447>

1. **CALL TO ORDER- 7:00 p.m. in the River Falls High School Media Center also available via Zoom and Facebook Live**
2. **MANNER OF PUBLIC NOTIFICATION OF MEETING**
3. **HEARING OF VISITORS OR DELEGATIONS**
4. **INFORMATIONAL ITEMS**
  - A. **Student Services update: Plans for meeting Special Education needs in the Hybrid Learning environment**
  - B. **Student Services seclusion and restraint presentation**
  - C. **Fall sports and WIAA update related to start date delay**
  - D. **RF4C/District 4K update for the 2020-21 school year**
  - E. **Technology update for the 2020-21 school year**
  - F. **District Budget update for 2020-21 school year**
  - G. **Virtual/e-School enrollment update and staffing plan update for 2020-21 school year**
5. **ACTION ITEMS**
  - A. **Approval of minutes, bills and recommended employment**

**Description:** The following have been submitted for approval:  
Item 1: July 20, 2020 Board of Education Regular meeting minutes  
Item 2: July 27, 2020 Special Board of Education meeting minutes  
Item 3: August 3, 2020 Special Board of Education meeting minutes  
Item 4: August 10, 2020 Special Board of Education meeting minutes  
Item 5: Bills submitted for payment  
Item 6: Pursuant to Board Policy which references Wisconsin Statutes Sections 111, 118, 121, all employees who require Wisconsin state certification shall be recommended by the superintendent to the Board of Education for approval. All recommendations presented at this time are pursuant to approved Board policies and accompanying administrative procedures.  
**Recommended Action:** Approve minutes, bills and employment as presented.
  - B. **Consideration and/or Action to determine a change/pivot from the "HYBRID Learning Environment"**

The "Learning Environments" are defined as three options:  
A. IN-PERSON Learning Environment  
B. AT-HOME/DISTANCE Learning Environment  
C. HYBRID Learning Environment

**Description:** Administration will discuss existing criteria to monitor need for shifting into alternative learning environment.  
**Recommended Action:** Determine if we need to pivot/shift the "Learning Environment"
  - C. **Consideration and/or Approval of District use of fund balance (per Board Policy 662.3) of unanticipated COVID-related expenses as well as the administrative recommendation for replenishing fund balance to the designated minimum level of 25% of the general fund budget**

**Description:** Administration will share information regarding the unanticipated COVID-related expenses as well as the administrative recommendation for replenishing the fund balance to the designated minimum level of 25% of the general fund budget.

**Recommended Action:** Approve District use of fund balance (per Board Policy 662.3) of unanticipated COVID-related expenses as well as the administrative recommendation for replenishing fund balance to the designated minimum level of 25% of the general fund budget

**D. Consideration and/or Approval of the early release dates for grades K-5.**

**Description:** Administration proposed an early release schedule for the Elementary level students at the August 10, 2020 Special Board of Education meeting.

**Recommended Action:** Approve early release dates for grades K-5 beginning on October 2, 2020.

**E. Proposed/suggested items for the next regular and future Board meeting agenda(s)**

**Description:** As always, Board members will be given the opportunity to suggest items for future Board member agendas.

**Recommended Action:** As needed.

**F. Schedule next Board/Committee meetings**

**Description:** Upcoming Board meeting dates, times and locations will be reviewed.

**Recommended Action:** Set meeting schedule as follows:

Special Board of Education meeting: Monday, August 24, 2020, 6:00 p.m.

Special Board of Education meeting: Monday, August 31, 2020, 6:00 p.m.

Special Board of Education meeting: Monday, September 14, 2020, 6:00 p.m.

Regular Board meeting: Monday, September 21, 2020, 7:00 p.m.

Annual Meeting, Monday, September 21, 2020, 8:00 p.m.

*All above meetings will be held at the River Falls High School Media Center, 818 Cemetery Road*

**6. ADJOURN**

# Special Education Service during Covid-19

Hybrid model

## Special education is

Services to a child who meets the WI criteria and needs specialized instruction that regular education is unable to deliver.

## Special education from a pandemic point of view

IDEA was not written with a pandemic in mind.

No relief from congress regarding any special education.

DPI has provided guidance on ways to navigate processes.

There are still many unanswered questions.

## Special education requirements

District must offer FAPE (free appropriate public education) to all who meet the special education criteria and need services in the least restrictive environment (LRE).

District must offer a continuum of services (LRE).

Appropriately ambitious goals in light of the child's unique circumstance.

Report progress at least as much as their regular education peers.

## Preparing for the hybrid

In-services 7-12 staff (regular education and special education).

Ensuring staff understands the hybrid process for discussion with parents.

Reviewing our data to share with parents.

## Having the discussion with families

What are the health and safety considerations?

What worked well during our closure?

What did not work well during our closure and *why*?

Engagement: both regular and special education learning environments

Parent and child's perspective

Look at progress report for data: 3rd vs 4th term

## Services to consider in the LRE

More time face to face? vs More scheduled check-ins?

Pre and Re teaching. Breaks and movement times.

Add a specific goal: work on independence skills or technology skills?

Work reduction, pacing of work, breaking work into smaller increments.

Creating a formal schedule or task list.

Provide notes, work on advocacy skills (send a teacher an email).

Provide parent consultation time.

## Timeline

Board approved plan on July 27th.

In-serving staff.

Letter sent on August 8th informing parents of upcoming discussion.

Discussion with parent and if possible student.

Follow up letter from me on August 14th.

Paperwork from staff due to me on August 24th.

# Questions

Thank you

## WIAA BOARD OF CONTROL – AUG 14, 2020

Set start and end dates for modified and adjusted sport seasons

- Current Fall season has already been changed for the Start dates: End dates now were placed
- Winter season was reduced in length
- Spring season was reduced in length, will start later and will go to the end of June
- Adjusted Fall Season will now happen between the Winter and Spring seasons

## NEW HEALTH GUIDELINES FOR FALL SPORTS

Replaces the Summer Guidelines for Opening.

Guidelines for athletes, coaches, staff, spectators, etc.

Gives criteria for athlete to return to play after a positive COVID test, presumed COVID, or close contact with someone who had COVID.

# OTHER DECISIONS MADE

Tournaments will be determined within 30 days of the end of the season.

- So although they are on these calendars I am showing, they may/will change. Could be local regional tournaments rather than state

Games could be added if eliminated from any postseason tournament

Relief from conference affiliation for one year if all can agree

- This could be in place for our football this year.

Set Deadlines of when a school could change from fall to adjusted season (Declare by Sept 1 ..., Half the season if canceled)

Off-season "contact days" may be used

Multi team and Non-Border State Competitions are discouraged

	Football	G Golf	G Tennis	G Swim	B Soccer	XC	Volleyball	Wrestling	B Hockey	G Hockey	IGBB	BBB	B Swim	Gymnastics	Football	G Golf	G Tennis	G Swim	B Soccer	XC	Volleyball	TR&F	Softball	Baseball	B Tennis	B Golf	G Soccer	
10-Aug																												10-Aug
17-Aug		X	X	P		P																						17-Aug
24-Aug		X	X	X		X																						24-Aug
31-Aug		X	X	X		X																						31-Aug
7-Sep	P	X	X	X	P	X	P																					7-Sep
14-Sep	P	X	X	X	X	X	X	X																				14-Sep
21-Sep	X	X	X	X	X	X	X	X																				21-Sep
28-Sep	X	T	X	X	X	X	X	X																				28-Sep
5-Oct	X	T	T	X	X	X	X	X																				5-Oct
12-Oct	X	T	T	X	X	X	X	X																				12-Oct
19-Oct	X		T	X	T	T	T	T																				19-Oct
26-Oct	X			X	T	T	T	T																				26-Oct
2-Nov	X			T	T			T																				2-Nov
9-Nov	T			T																								9-Nov
16-Nov	T																											16-Nov
23-Nov									P	P	P	P	P	P	P													23-Nov
30-Nov									X	X	X	X	X	X	X													30-Nov
7-Dec									X	X	X	X	X	X	X													7-Dec
14-Dec									X	X	X	X	X	X	X													14-Dec
21-Dec									X	X	X	X	X	X	X													21-Dec
28-Dec									X	X	X	X	X	X	X													28-Dec
4-Jan									X	X	X	X	X	X	X													4-Jan
11-Jan									X	X	X	X	X	X	X													11-Jan
18-Jan									X	X	X	X	X	X	X													18-Jan
25-Jan									T	X	X	X	X	T	X													25-Jan
1-Feb									T	T	T	T	X	T	X													1-Feb
8-Feb									T	T	T	T	X	T	X													8-Feb
15-Feb									T	T	T	T	T	T	T													15-Feb
22-Feb																												22-Feb
1-Mar																												1-Mar
8-Mar																												8-Mar
15-Mar																P												15-Mar
22-Mar																X												22-Mar
29-Mar																X	P	X	X	X	X	X	X	X	X	X	X	29-Mar
5-Apr																X	X	X	T	X	X	X	X	X	X	X	X	5-Apr
12-Apr																X	X	X	T	X	X	X	T					12-Apr
19-Apr																X	X	X		X	X			P	P	P	P	19-Apr
26-Apr																X	X	T		X	X			X	X	X	X	26-Apr
3-May																X	X			X	T			X	X	X	X	3-May
10-May																X	X			X				X	X	X	X	10-May
17-May																X	X			X				X	X	X	X	17-May
24-May																X	X			X				X	X	X	X	24-May
31-May																X	X			X				X	X	X	X	31-May
7-Jun																X	T	T	T	X	X			X	X	X	X	7-Jun
14-Jun																X	T	T	T	T	T			X	X	X	X	14-Jun
21-Jun																T	T	T	T	T	T			X	X	X	X	21-Jun
28-Jun																T	T	T	T	T	T			X	X	X	X	28-Jun

New WIAA Schedule

**Winter      Red = Season cut**

	Wrestling	B Hockey	G Hockey	GBB	BBB	B Swim	Gymnastics
9-Nov							
16-Nov		P	P	P			P
23-Nov	P	P	P	X	P	P	P
30-Nov	X	X	X	X	X	X	X
7-Dec	X	X	X	X	X	X	X
14-Dec	X	X	X	X	X	X	X
21-Dec	X	X	X	X	X	X	X
28-Dec	X	X	X	X	X	X	X
4-Jan	X	X	X	X	X	X	X
11-Jan	X	X	X	X	X	X	X
18-Jan	X	X	X	X	X	X	X
25-Jan	T	X	X	X	X	T	X
1-Feb	T	T	T	X	X	T	X
8-Feb	T	T	T	T	X		X
15-Feb	T	T	T	T	T		T
22-Feb				T	T		T
1-Mar					T		
8-Mar							
15-Mar							
	Wrestling	B Hockey	G Hockey	GBB	BBB	B Swim	Gymnastics

**Traditional Spring      Red = Season Cut, Red Outline = Season extended**

	TR&F	Softball	Baseball	B Tennis	B Golf	G Soccer
8-Mar						
15-Mar						
22-Mar						
29-Mar						
5-Apr						
12-Apr						
19-Apr	P	P	P		P	
26-Apr	X	X	X		X	P
3-May	X	X	X	P	X	X
10-May	X	X	X	X	X	X
17-May	X	X	X	X	X	X
24-May	X	X	X	X	X	X
31-May	X	X	X	X	X	X
7-Jun	X	T	T	X	X	X
14-Jun	X	T	T	T	T	T
21-Jun	T	T	T	T		T
28-Jun	T	T	T			T
	TR&F	Softball	Baseball	B Tennis	B Golf	G Soccer

Current Fall							
	Football	G Golf	G Tennis	G Swim	B Soccer	XC	Volleyball
3-Aug							
10-Aug							
17-Aug		X	X	P		P	
24-Aug		X	X	X		X	
31-Aug		X	X	X		X	
7-Sep	P	X	X	X	P	X	P
14-Sep	P	X	X	X	X	X	X
21-Sep	X	X	X	X	X	X	X
28-Sep	X	T	X	X	X	X	X
5-Oct	X	T	T	X	X	X	X
12-Oct	X	T	T	X	X	X	X
19-Oct	X		T	X	T	T	T
26-Oct	X			X	T	T	T
2-Nov	X			T	T		T
9-Nov	T			T			
16-Nov	T						
	Football	G Golf	G Tennis	G Swim	B Soccer	XC	Volleyball

Adjusted to Spring							
	Football	G Golf	G Tennis	G Swim	B Soccer	XC	Volleyball
15-Feb				P			
22-Feb				X			P
29-Feb				X			X
7-Mar	P		P	X			X
14-Mar	P		X	X		P	X
21-Mar	X		X	X	P	X	X
28-Mar	X	P	X	X	X	X	X
4-Apr	X	X	X	T	X	X	X
11-Apr	X	X	X		X	X	T
18-Apr	X	X	X		X	X	
25-Apr	X	X	T		X	X	
2-May	X	X			X	T	
9-May		X			T		
16-May		T					
	Football	G Golf	G Tennis	G Swim	B Soccer	XC	Volleyball

### Overlap Seasons for Boys – Winter/Adjusted Fall

	Wrestling	B Hockey	BBB	B Swim	Football	B Soccer	XC
16-Nov		P					
23-Nov	P	P	P	P			
30-Nov	X	X	X	X			
7-Dec	X	X	X	X			
14-Dec	X	X	X	X			
21-Dec	X	X	X	X			
28-Dec	X	X	X	X			
4-Jan	X	X	X	X			
11-Jan	X	X	X	X			
18-Jan	X	X	X	X			
25-Jan	T	X	X	T			
1-Feb	T	T	X	T			
8-Feb	T	T	X				
15-Feb	T	T	T				
22-Feb			T				
1-Mar			T				
8-Mar					P		
15-Mar					P		P
22-Mar					X	P	X
29-Mar					X	X	X
5-Apr					X	X	X
12-Apr					X	X	X
19-Apr					X	X	X
26-Apr					X	X	X
3-May					X	X	T
10-May						T	
17-May							
	Wrestling	B Hockey	BBB	B Swim	Football	B Soccer	XC

### Overlap Seasons for Girls – Winter/Adjusted Fall

	G Hockey	GBB	Gymnastics	G Golf	G Tennis	G Swim	XC	Volleyball
16-Nov	P	P	P					
23-Nov	P	X	P					
30-Nov	X	X	X					
7-Dec	X	X	X					
14-Dec	X	X	X					
21-Dec	X	X	X					
28-Dec	X	X	X					
4-Jan	X	X	X					
11-Jan	X	X	X					
18-Jan	X	X	X					
25-Jan	X	X	X					
1-Feb	T	X	X					
8-Feb	T	T	X					
15-Feb	T	T	T			P		
22-Feb		T	T			X		P
1-Mar						X		X
8-Mar					P	X		X
15-Mar					X	X	P	X
22-Mar					X	X	X	X
29-Mar				P	X	X	X	X
5-Apr				X	X	T	X	X
12-Apr				X	X		X	T
19-Apr				X	X		X	
26-Apr				X	T		X	
3-May				X			T	
10-May				X				
17-May				T				
	G Hockey	GBB	Gymnastics	G Golf	G Tennis	G Swim	XC	Volleyball

Overlap Seasons for Boys – Adjusted Fall / Spring

	Football	B Soccer	XC	TR&F	Baseball	B Tennis	B Golf
15-Feb							
22-Feb							
29-Feb							
7-Mar	P						
14-Mar	P		P				
21-Mar	X	P	X				
28-Mar	X	X	X				
4-Apr	X	X	X				
11-Apr	X	X	X				
18-Apr	X	X	X	P	P		P
25-Apr	X	X	X	X	X		X
2-May	X	X	T	X	X	P	X
9-May		T		X	X	X	X
16-May				X	X	X	X
23-May				X	X	X	X
30-May				X	X	X	X
6-Jun				X	T	X	X
13-Jun				X	T	T	T
20-Jun				T	T	T	
27-Jun				T	T		

Overlap Seasons for Girls – Adjusted Fall / Spring

	G Golf	G Tennis	G Swim	XC	Volleyball	TR&F	Softball	G Soccer
15-Feb			P					
22-Feb			X		P			
29-Feb			X		X			
7-Mar		P	X		X			
14-Mar		X	X	P	X			
21-Mar		X	X	X	X			
28-Mar	P	X	X	X	X			
4-Apr	X	X	T	X	X			
11-Apr	X	X		X	T			
18-Apr	X	X		X		P	P	
25-Apr	X	T		X		X	X	P
2-May	X			T		X	X	X
9-May	X					X	X	X
16-May	T					X	X	X
23-May						X	X	X
30-May						X	X	X
6-Jun						X	T	X
13-Jun						X	T	T
20-Jun						T	T	T
27-Jun						T	T	T

	Football	G Golf	G Tennis	G Swim	B Soccer	XC	Volleybal
10-Aug							
17-Aug		X	X	P		P	
24-Aug		X	X	X		X	
31-Aug		X	X	X		X	
7-Sep	P	X	X	X	P	X	P
14-Sep	P	X	X	X	X	X	X
21-Sep	X	X	X	X	X	X	X
28-Sep	X	T	X	X	X	X	X
5-Oct	X	T	T	X	X	X	X
12-Oct	X	T	T	X	X	X	X
19-Oct	X		T	X	T	T	T
26-Oct	X			X	T	T	T
2-Nov	X			T	T		T
9-Nov	T			T			
16-Nov	T						
	9 + 2	6 + 3	7 + 2	11 + 2	6 + 3	9 + 2	6 + 3
	9 + 0	7 + 1	7 + 1	7 + 1	7 + 1	7 + 1	7 + 1
15-Feb				P			
22-Feb				X			P
29-Feb				X			X
7-Mar	P		P	X			X
14-Mar	P		X	X		P	X
21-Mar	X		X	X	P	X	X
28-Mar	X	X	X	X	X	X	X
4-Apr	X	X	X	T	X	X	X
11-Apr	X	X	X		X	X	T
18-Apr	X	X	X		X	X	
25-Apr	X	X	T		X	X	
2-May	X	X			X	T	
9-May		X			T		
16-May		T					
	Football	G Golf	G Tennis	G Swim	B Soccer	XC	Volleybal

## DECISION TO BE MADE

1. All Teams continue playing in the Fall
2. All Teams move to the Adjusted season
3. Keep Lower Risk Sports in the Fall and move High Risk to the Adjusted
  - Lower Risk – Cross Country, Girls Golf, Girls Tennis, Girls Swim and Dive
  - Higher Risk – Volleyball, Boys Soccer, Football
4. Pick and choose which sports to move to the adjusted spring

## ISSUES

Almost all conferences are doing conference-only schedules

Eau Claire Schools are going all in to the Adjusted Season

- Unless we go all in also, we will lose two conf. opponents

Combination of these two things will make finding games hard to do

- Example – Volleyball currently plays about 40 matches a season. With the cancellation of all of their multi-team events, no non-conference games available, and only four other conference teams,... they will now only have 8 matches. Maybe it would be better in the adjusted spring if travel became easier again.

## ISSUES

New DHS recommendations will be coming out soon.

No agreement in conference on exact configuration

MVC same issue for us with football (Back to BRC?)

## FINAL THOUGHTS

The Goal of the WIAA decision was not to provide a season that was complete. It was to give options that schools could use

WIAA Guidelines give us the HOW to make these sports as safe as possible

The WHEN will come elsewhere

- DHS
- Pierce County Public Health

## MIDDLE SCHOOL ATHLETICS

Cross Country - Boys and Girls

Volleyball

Football

## **MIDDLE SCHOOL ATHLETICS**

### **Considerations**

- AABB school day  
Hard to get kids back to school
- Lack of opponents

## **MIDDLE SCHOOL ATHLETICS**

All in-house: will not play other schools

Will practice/play only on days they have school

Coaches will give workouts out to do at home

A strength components will be included in this

## **CROSS COUNTRY**

Season will run from Sept 8-Oct 23

No 6<sup>th</sup> grade this year

1-2 timed intramural meets

## **VOLLEYBALL**

Will Begin on Sept 8 - continue through Oct 23

Two weeks of skills

Then skills and intramural games after that

Will need to wear masks

## **FOOTBALL**

Will Begin on Sept 8 - continue through Oct 23

Will change from tackle to 7-on-7 Flag

Two weeks of skills

Then skills and intramural games after that

## **DECISIONS**

Changing to this system

Fees? (\$60 - ???)

August 12, 2020

RE: Middle School Sports in the Fall

The following is a recommendation for how to implement middle school sports this fall. The sports we have offered in the past are football, volleyball and cross country.

Several issues have contributed to the following decision:

- The proposed Early Week/Late Week academic schedule will make it difficult for families to get their kids into school for practices/games on the days they do not have face-to-face instruction.
- Some of the surrounding schools that we normally play are also reducing their schedules.
- Original plan to use Greenwood after school will be compromised due to expanding the area for kids club to include the gym for social distancing reason.

We proposed the following for each sport:

- Volleyball
  - Begins September 8
  - Will meet right after school on those days that they have face to face instruction. (Two times a week). Skill development and intrasquad games will be done on these dates
  - Athletes will be given drills that they can do at home during the off dates.
  - Season will continue until October 16<sup>th</sup>.
- Football
  - Begins September 8
  - Will change from a padded tackle football season to a 7-on-7 none padded experience
  - Will meet right after school on those days that they have face to face instruction. (Two times a week)
  - Skill development will happen on first three weeks of season
  - Final three weeks will consist of half skills and half intrasquad games
  - Season will continue until October 16<sup>th</sup>
- Cross Country
  - Begins on September
  - 7<sup>th</sup> and 8<sup>th</sup> grade only this year. No 6<sup>th</sup> grade
  - Will meet right after school on those days that they have face to face instruction. (Two times a week)
  - Athletes will be given workout schedule to complete on days when they do not meet.
  - 1-2 intrasquad runs will be done at end of season
  - Season continues until October 16<sup>th</sup>

A fitness component (ETS) will be included into each session also.

# RF4C School Opening Preparation

School Board Meeting  
8-17-20

## Things Considered During Fall Planning

- Physical Safety of Students and Staff
- Social/Emotional Safety of Students and Staff
- Social/Emotional and Academic Growth
- Each Site is Unique in Organization and Resources

## 4K Hybrid

- Each has submitted their site specific re-entry plans.
- Plans are based on the district's re-entry plans used for the elementary.
- Criteria included in the re-entry plan...
  - Maximize cohort (classroom level cohort) security
    - Snack, Recess, Bussing, Parent Pickup and Dropoff, Staggered Schedules
  - Maintaining Physical Distance
    - Assigned Seats, Micro-cohorting, Time Outdoors, 6ft Rule
  - Minimize Chance of Virus Transmission
    - Cleaning, Masks, Handwashing, Rona Room,

## 4K Distance/Virtual Learning

- Each has submitted their site specific distance/virtual learning plan.
- Plans are based on the district's distance/virtual learning plans used for the elementary.
- Criteria included in the distance/virtual learning plan...
  - Student Social/Emotional Support
  - Parent Education (Seesaw and Zoom)
  - Home Activities
  - Frequent Communications
  - Teaching Strategies Gold Resources and Assessment
  - Seesaw

# Investigating Transportation

Transportation needed if RFSD should close:

Abundant Life - 8

Jacob's Ladder - 10

The University Preschool - 4 (Spec Ed)

Little Adventures 2 PM - 4

UWRF CHILD Center - 0

Re-Entry Plan for  
The University Preschool  
"Play it Forward"

Fall 2020



## Play it Forward

### Face to Face Return

*\*This document is for staff use and not to be sent to families. Portions can be taken from this to create a document for families.*

### Physical Distancing and Space Use

The preschool children will begin and end their day outdoors (weather permitting) in our nature based play space.

The classroom will be divided into two separate classrooms (hard floor and soft floor) and will be used for small group of children to eat snack, use the bathroom and explore several different learning centers such as science, art and individual sensory bins (hard floor) or blocks, writing, books and manipulatives (soft floor).

We will have small group activities using carpet squares to distance children appropriately.

There will be no drinking fountain but single use cups will be provided as well as the possibility of children bringing their own water bottles from home.

We will limit parents and visitors to enter the classroom only if needed (parent conferences or meetings) and masks will be required for all visitors. Drop off and pick up will be outdoors (see details below).

### Cleaning and Safety/Hygiene

We will begin the school year teaching hand washing as well as supervise each child as he or she washes. Children, teachers and any visitors will wash upon arrival, before snack, after bathroom use and as needed. We will use university provided soap in an automatic hands free soap dispenser.

Teachers will sanitize all areas at the end of each day as well as any shared objects used during play. A basket will be provided to place any shared objects in throughout the morning for sanitizing after the session.

### Arrival

Each child will be screened upon entry into the playground in the mornings. This might include a visual check, a chat with a family member and monitoring his or her activity level throughout the day. If a child has a temperature greater than 100.4, the child will be isolated in the observation (within sight and or sound) and not be allowed to return to preschool for 72 hours (3 days) or until all symptoms are gone.

### Face Coverings

Children and staff will be required to wear face coverings. Though this may be a challenge in the beginning, small group time activities, social stories and gentle reminders will be used to teach children about the use of face coverings.

### Snack

Each family will pay a monthly fee of \$ 10.00 to cover snacks. We will provide all snacks for the children by purchasing healthy foods from the local grocery store. Snacks will be pre packaged or fresh fruits or vegetables. Two or three children will eat snack at a time, using disposable cups and paper products. Tables and chairs will be sanitized in between use.

We will provide a “mask off” place to hang the child’s mask while he or she eats.

### Drop off and Pick up

Drop off- Cars will idle along the yellow line and all must remain in their cars until a staff member notifies everyone that she is available on the playground. Parents can unbuckle their child and wait until a staff member comes to get the child to go to the playground.

Pick up - The person picking up will wait outside the gate, practicing social distancing, and children will be dismissed one at a time to their person.

(or) Parents will park on the yellow line and children will be brought to their vehicle by a teacher.

### Curriculum (September)

Curriculum goals will consist of:

Learning to use a mask

Washing hands

Physical distancing

How school works

Friends and getting to know each other and our routine.

### Schedule

8:45-9:00 Staggered arrival and all start outdoors (weather permitting)

On rainy days children will be inside the classroom on separate floors.

#### **Inside Group**

9:00- ½ of the group will go into the classroom with a teacher and begin on the hard floor.

½ of the group will remain outside with a teacher.

9:05- 9:30 small group morning meeting simultaneously in and out group

9:30-10:20 free play group one (art, science, easel, individual sensory bins, snack)

10:30-11:20 Free play group two (writing, blocks, manipulatives, books, snack and teacher time)

10:20 begin outside/inside transition

10:30 switch time

#### **Outside Group**

Outdoor curriculum will be very nature based and consist of large motor activities, loose parts area, music, slides, preplanned campus walks, and lessons pertaining to the season upon us.

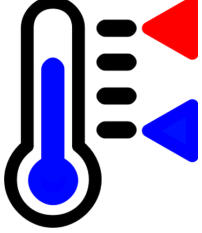


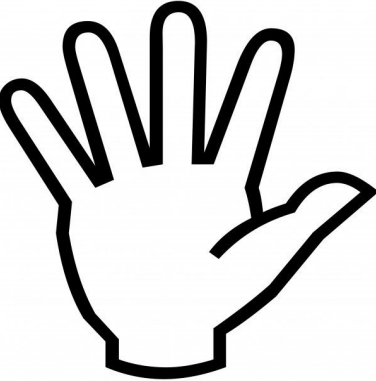
The following day, the groups will switch. Teachers will determine the groups and they will stay the same for a week at a time.

### Miscellaneous Thoughts

- Student support from specialized teachers will take place in the classroom unless the teacher feels the outside area will lend itself to the child's goals.
- All available space will be used in the classroom to accommodate social distancing as much as possible while still working on social emotional goals.
- Spaces will be marked visually and clearly for children to independently be able to learn where they can play and how many children can be in an area (learning center).
- Open house will take place by setting 30 minute appointments for each family to come into the classroom and meet the teachers, bring any supplies, see the classroom and fill out any missing paperwork.
- Teachers will wear aprons or possibly scrubs to change as needed.
- Call parking and Karl F about drop off and pick up time.
- Call maintenance to find a way to keep the outside door slightly open
- Check with custodian about cleaning supplies and new protocol adopted by the university
- Limited guests in the classroom (only as needed)- college students will be allowed to use the observation room only after completing an orientation with Angela.

### Welcome Station

health / wellness check	Thermometer	Disposable masks vs
-------------------------	-------------	---------------------

<ul style="list-style-type: none"> <li>✓ ~~~~~</li> <li>✓ ~~~~~</li> <li>✓ ~~~~~</li> </ul>		<p>reusable masks  Child wears one from home but school also provides  Masks are left at school for teachers to wash daily</p> 
<p>Hand sanitizer</p> 	<p>Hand sanitizing wipes</p> 	

### Protective Masks

- Masks from home
- Disposable masks available for children and adults
- Mask provided by school (who pays?)

- Masks stay at school and teachers wash each day
- Area to hang masks (corkboard on soft floor with child's name and push pin and/or a clothesline)
- Mask off time (snack) and place to hang masks during this time
- Outside time masks are hung on the fence for mask free time

### Free Play Indoors- Work Time Plan

- Toys separated for individual or small group use
- Individual sensory bins and playdough
- Use play space dividers- table dividers
- Fountain closed - water bottles from home?
- Color coded tables and chairs
- Snack- all disposable paper products (donated by parents)
- Limit areas to 2 or 3
- Individual totes for each child (pencil, name card, glue stick, scissors, crayons, journal)

### Outdoor Safety Plans

- ★ Preschooler mask off time- masks hang on fence with clothes pin and name
- ★ Sunscreen applied by family before arrival
- ★ Group time on logs
- ★ Water station
- ★ Areas include : loose parts, slides, boat, sand (?), balance area, science table, music, vertical writing on fence, balls, hoops, shed toys

### Germ Sharing Prevention

- Limited guests in classroom- all wash upon arrival
- Door stays open (safety?)
- Circle time spots for individuals to sit at
- Limit areas
- Masks or protective face wear

- Table dividers ? where to get from?
- Fans for air circulation? Do we need this?
- Increased surface cleanliness
- Toys separated for individual use
- Individual sensory bins
- Monitored hand washing (teacher places a marker dot on child's hand to make sure hand washing is done completely)
- Increased cleaning of toys
- No stuffed animals or carpets
- Isolation room is readily available at all times **we will also need to be ready to separate sick kids without Covid symptoms from sick kids with Covid symptoms**
- Large bin for placement of toys throughout the day for cleaning after school
- "What if" plan ready to go

### Opt Out

We understand that some parents may not feel comfortable sending their child for face to face instruction. If a family decides to choose at home learning in the fall, then a monthly learning curriculum packet and/or activities will be provided by the preschool teacher.

The teacher's responsibility will be minimal in this situation, only providing parents with access to group emails announcements, updates, progress reports and will be available for email, phone or if needed an occasional face to face meeting. A family can choose to discontinue at home instruction and return to preschool with a one week notice (so teachers have a chance to prepare for the returning child). Online story times options and online resources will also be sent with the first monthly packet.

### Virtual Plan

Video- Circle time videos 3x a week (30-40 minutes in length)

Videos will contain a greeting message, a story, a visual demonstration of an at home activity that a parent can do with the child and that addresses a goal from Teaching Strategies Gold.

Curriculum- teachers will plan a two week hard copy curriculum unit for parents to pick up (set a specific time, place and date) or we will deliver as needed, and utilize SeeSaw to give additional developmentally appropriate curriculum.

Touchpoint - A weekly contact conversation with the child and or family member. This can be a zoom meeting with an individual child/family or a small group of children, a phone call or a text message.

Parent Education- A weekly or bi- weekly meeting with each family to discuss any goals, the packets of curriculum, SeeSaw, home learning advice or activities, behavioral issues, provide resources or just to touch base. Teachers will keep a running record of the contacts they make with the families including the type of contact (zoom, phone, text), the length of time spent in the meeting, what was discussed and any questions that need to be addressed in a future meeting or in the curriculum (for example

if a family is having trouble with bedtime, some of the future curriculum can address that need).

Teachers will plan 3-4 monthly goals as well as several “themes” that will be shared with families. The goals will be taken from Teaching Strategies Gold. The parent education aspect in TSG is rich with ideas for teachers to utilize with families.

Example:

September- theme is friendships, discussing Covid 19 (masks, social distancing) and names of learning centers and what happens in each area of study (what is science? What is an easel? How do we use glue? How do we hold our pencil correctly?)

Evaluations

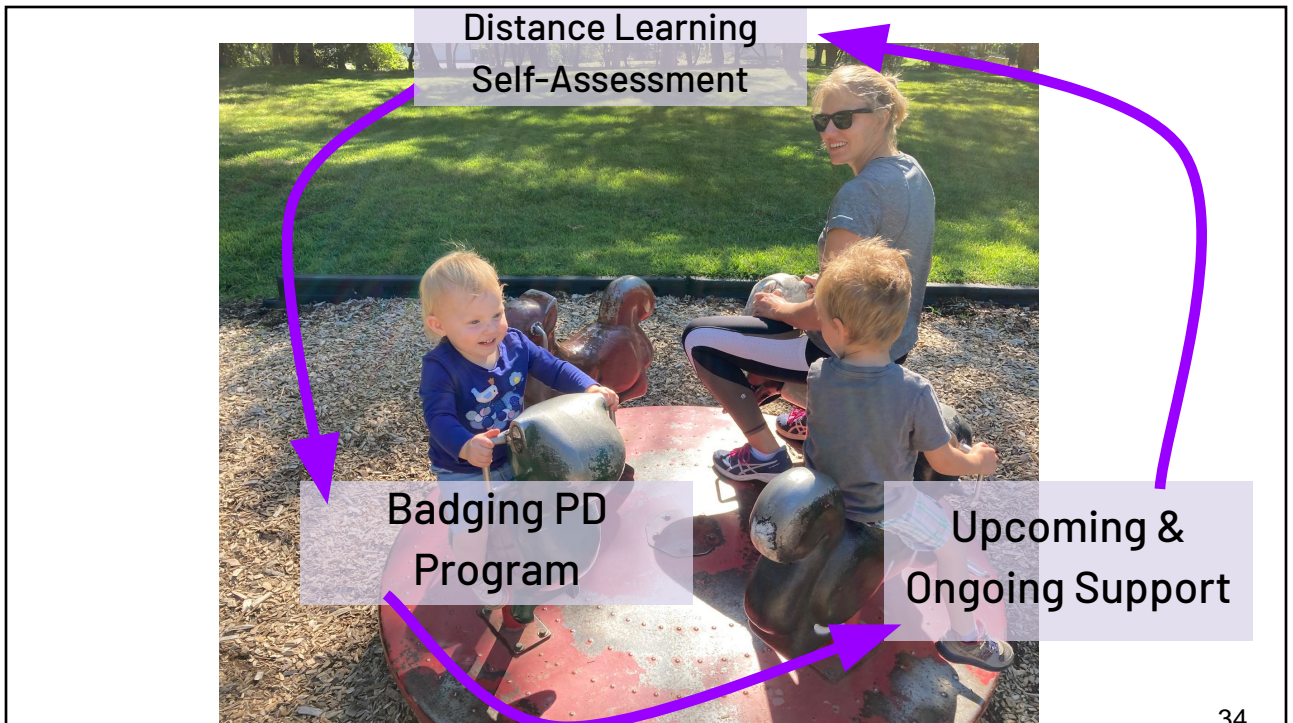
Teaching Strategies Gold has an excellent family education aspect. Ideas can be utilized for parents to use at home with a co-teaching aspect (parent- teacher). Teachers will request a certain activity (for example “Can you have your child draw 5 shapes” or “Can you ask your child to hop on one foot for 20 seconds”). Families can record their child doing the activities and send it to the teacher, teachers can watch a child doing the activities via SeeSaw, zoom, face-time or verbal evaluations from the parent.

The “Me Book” can be utilized to record goals.

Other parent resources can be provided as needed.

# DISTANCE LEARNING PROFESSIONAL DEVELOPMENT

## SUMMER 2020 AND BEYOND



## #1: Distance Learning Self-Assessment

ENZEE

- K-5 Teachers
- 93 Responses
- Initially for Coaching Support

Please indicate your comfort level in the following areas: \*

	Uncomfortable	Guidance & suggestions are welcome	Very comfortable
Hosting Virtual Meetings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creating Videos for Students Using a Screencasting Tool	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Digitizing Lessons from Traditional Math and Reading Curriculums	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Using Seesaw (K-2) or Google Classroom (3-5) as a Learning Management System	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Using Digital Assessments & Data to Personalize Content Delivery	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## #2: Badging Program Developed - JUNE/JULY 2020



### Badge 1: Host a Virtual Meeting

All staff should be able to host a virtual meeting with students, parents, or colleagues using Google Meet, or Zoom.



### Badge 2: Create Video for Students

All staff should be able to use Loom, Screencastify, or Screencast-O-Matic to record themselves talking, or to capture a video of their screen with audio commentary.



### Badge 3: Utilize a Learning Management System

All teachers should be able to utilize their LMS platform to communicate with families, share resources, and post activities for students.

## #2: Badging Program Developed - JUNE/JULY 2020



### **Badge 4: Digitizing Lessons** \* \* \*

*All teachers should be able to create engaging and meaningful digital lessons by adapting their traditional curriculum to fit a virtual learning or blended scenario.*



### **Badge 5: Leverage Tech Tools**

*All staff should find a couple favorite tech tools to use in conjunction with their curriculum as a way to increase engagement and personalize learning.*

**Badges 1, 2, 5** - Resources available, self-paced learning, demonstrate proficiency

**Badge 3** - Workshops available, demonstrate proficiency

**Badge 4** - Workshop REQUIRED, submit lesson plans

## #2: Badging Program Attendance

<b>Workshop</b>	<b>Summer Attendees (approximate)</b>
Seesaw 101 (K-2)	75
Seesaw 102	45
Google Classroom 101 (3-5)	50
Google Classroom 102	30
Digitizing Lessons K-5	110
Digitizing Lessons 6-12	85

*\*Some teachers participated in CESA #11 trainings for Seesaw and Google Classroom*

### #3: Distance Learning **Self-Assessment**

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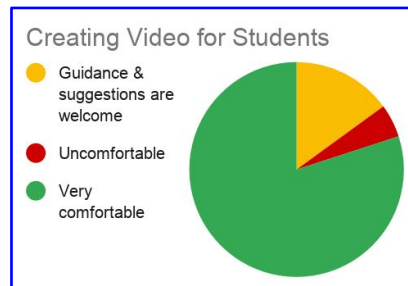
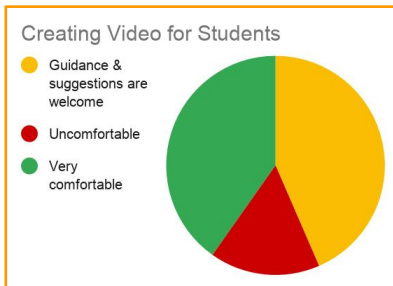
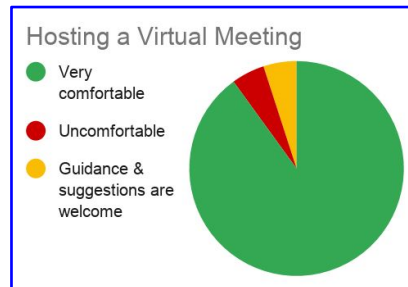
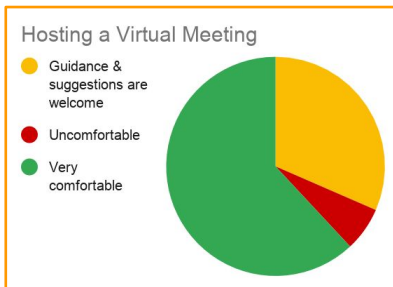
- K-5 Teachers
- 93 Responses
- Initially for Coaching Support

- K-5 Teachers (20)
- 6-12 Teachers (35)
- Will Guide Ongoing Support

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### #3: Distance Learning Needs **Self-Assessment K-5 Teachers**

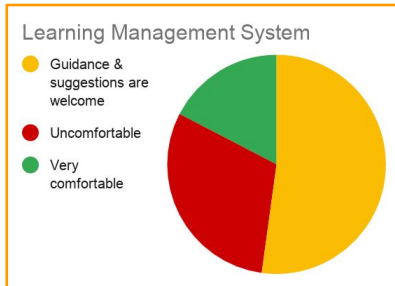
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### #3: Distance Learning Needs **Self-Assessment K-5 Teachers**

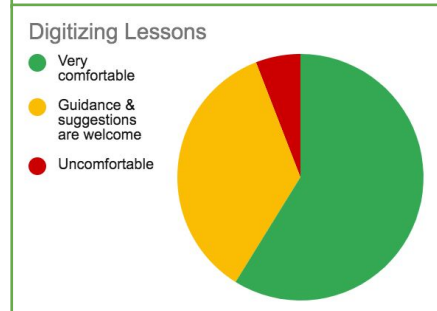
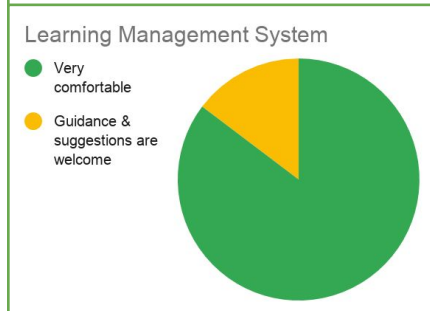
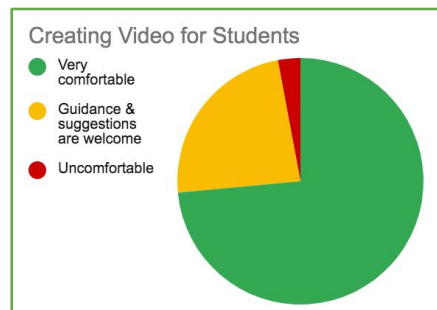
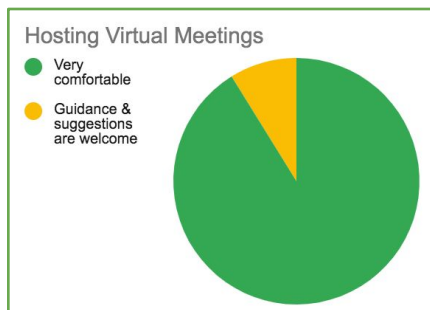
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### #3: Distance Learning Needs **Self-Assessment 6-12 Teachers**

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## #4: Planning Ahead

- A) Shared brainstorming document of successful strategies in the areas below:

### **Classroom (Virtual) Environment**

2a Creating an Environment of Respect and Rapport

2b Establishing a Culture for Learning

2c Managing Virtual Classroom Procedures

2d Managing Student Behavior

2e Organizing Physical (Virtual) Space

### **Instruction**

3a Communicating with Students  
*(Do all students have a voice?)*

3b Using Questioning and Discussion Techniques

3c Engaging Students in Learning

3d Using Assessment in Instruction

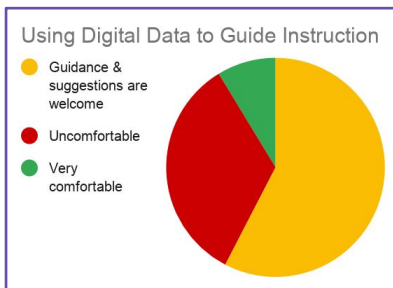
3e Demonstrating Flexibility and Responsiveness

- B) Hyperdoc from Bryan & Ashley with lessons gained from summer learning  
a) Suggested community builders and activities for synchronous learning

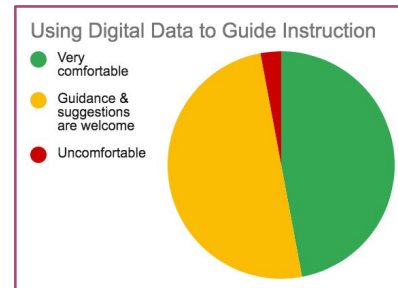
## #4: Planning Ahead

- C) Work on Gathering and Using Digital Data to Guide Instruction

K-5



6-12



- D) K-5 Continued Support in Using Seesaw and Google Classroom
- E) Instructional Coaching Support  
a) Digitizing Lessons (K-5)  
b) 1:1 or PLC support
- F) Parent Resources

# School District of River Falls COVID 19 Budget Summary

## New Expenditures

CARES	District	Summary	Description
\$18,000			July/Aug Lunch Delivery Program
\$100,000			PPE (Plexiglass, sanitizer, masks, gloves, etc)
\$14,960			Computer Camera's
\$38,400			Wi-Fi Hot Spots
	\$162,792	6 Fte - 80%	Sub-Teachers
	\$140,000	2.0 Fte - \$70,000/tchr	Virtual / e-School Teachers
	\$186,000	400 Students	OdysseyWare / Edgenuity
	\$12,000	7 Additional Routes	Friday Elementary 1:00PM Bus Route
	\$6,840	\$30/IEP x 200 kids	EEN Staff Summer IEP Work
<b>\$171,360</b>	<b>\$507,632</b>		

**\$678,992 Total COVID 19 Expenditures**

## Lost Revenues

\$59,594	Estimate 50% reduction in Student Activity Fee Revenue
\$54,160	Estimate 90% reduction in Game Ticket Revenue
\$9,239	Estimate 10% reduction in Bus Transportation Aid
\$2,116	Estimate 10% reduction in Facilities Rentals
\$45,000	Estimate 70% reduction Sum Sch Pupil Count (less) Reduced Sum Sch Tchr Payroll
<b>\$170,110</b>	<b>Total COVID 19 Revenue Loss</b>

**\$849,102 Total COVID 19 Expense**

## Funding Sources

\$170,591	Federal CARES Grant Funding
<b>\$300,000</b>	2018-19 Budget Savings: - Board Approved these funds for RB and MMS Parking Lot Replacements - RB & MMS Parking Lot Replacements Put 'on Hold' in anticipation of COVID expenses
\$93,000	Continuation of Kids Club Custodial Labor Allocation
<b>\$35,511</b>	Fund Balance Withdrawal Referendum will Fund \$250k of planned HS Boiler Replacement freeing up 20-21 Maintenance
\$250,000	Capital Budget to be redirected to COVID response plan
<b>\$849,102</b>	<b>COVID 19 Funding Sources</b>

## Projected Fund Balance %

	Actual 18-19	Unaudited 19-20	Projected (6/30/21) 20-21
District Budget	\$35,737,920	\$37,957,699	\$39,707,699
Fund Bal Repayment			
Fund Bal Spending			<b>-\$335,511</b>
Fund Balance	\$10,266,153	\$10,367,278	\$10,031,767
6/30 Fund Balance %	28.7%	27.3%	25.3%

# Virtual/e-School Staffing Update



School Board Meeting  
August 17, 2020

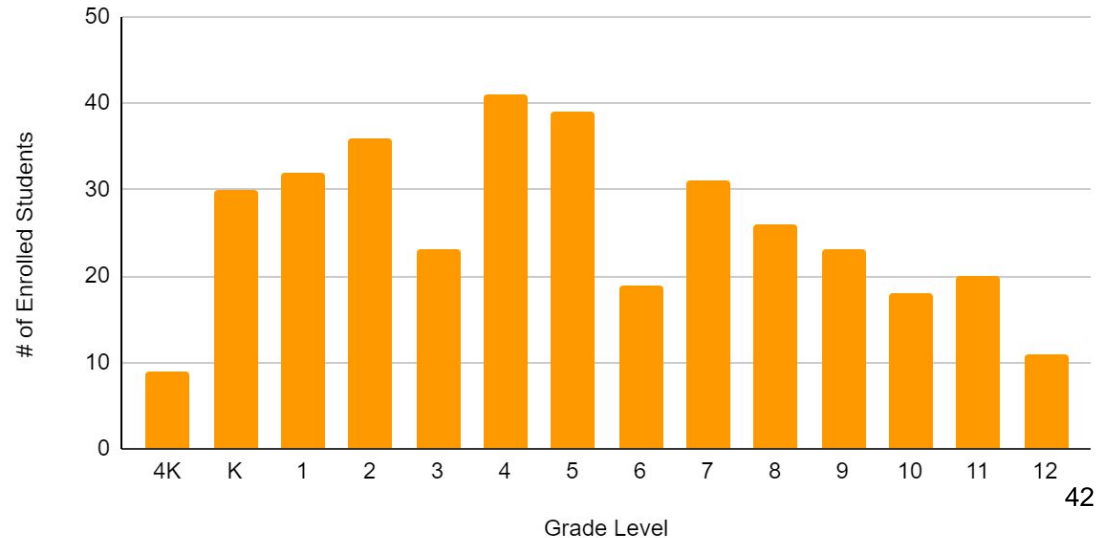


# Virtual/e-School Enrollment

- The application window closed on August 12
- PK-12 Enrollment: 360

## Virtual/e-School Enrollments

Updated 08.12.20





# Staffing Guiding Principles

- **Flexibility.** Decrease in-person class sizes and provide flexibility if/when we switch learning environments during the year.
- **Volunteer transfers.** Identify staffing needed to meet Virtual/e-School enrollment. Fill teacher and support staff positions based on qualification, interest, and willingness.
- **Connection to neighborhood school.** Virtual/e-School teachers and support staff will be aligned to grade spans at specific schools. Support services will be offered by the specialists at specific schools.
- **Work with existing staffing.** The current plan doesn't call for additional certified FTE beyond the 2.0 FTE approved on 7-20-20 by the Board of Education.

# Virtual/E-School Administrative Leadership



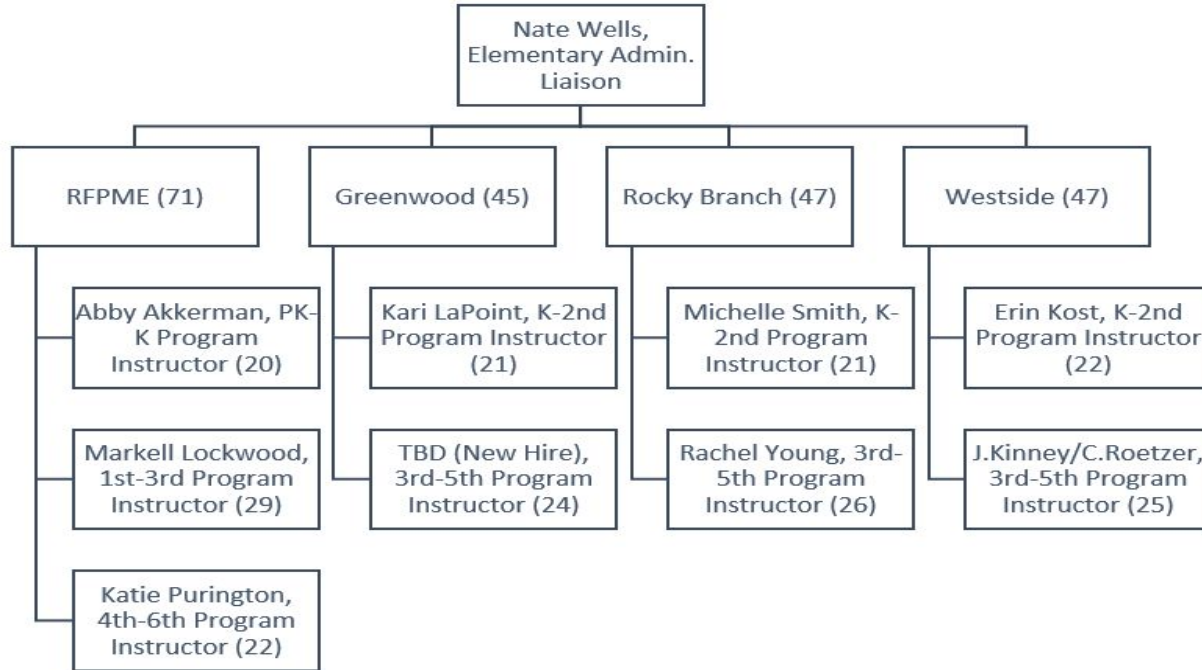
# Virtual/E-School Administrative Leadership



- **Program Administrator:** Program leadership, communication, professional development, technology, staffing, academic tutoring, state testing, budgeting
- **Admin Liaison:** Coordination of school-based services, discipline, attendance concerns, program instructor support
- **Program Secretary:** Family communication, daily attendance, announcements, registration, orientation, and state reporting.



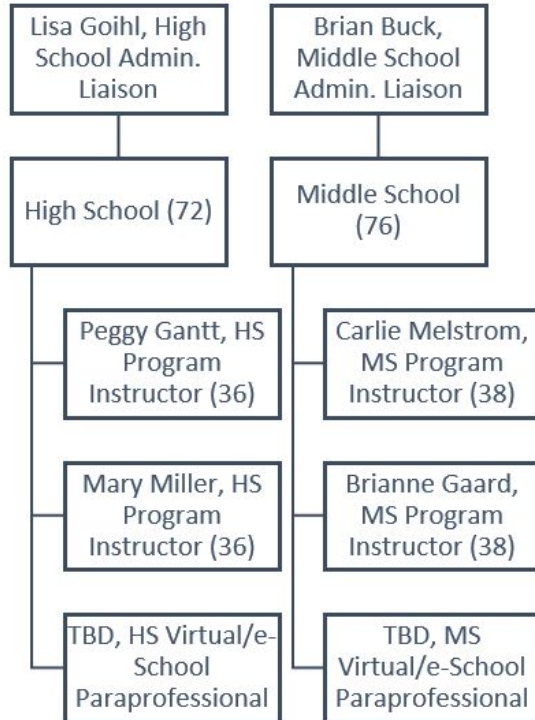
# Elementary Virtual/e-School Staffing



- School-based support services
  - Counseling
  - Special Education/504
  - Title I, English Language
  - Extra/Co-Curricular
- Supplement instructional and clerical needs provided by paraprofessionals.
- Academic Tutors



# MS–HS Virtual/e–School Staffing



- School-based support services
  - Counseling
  - Special Education/504
  - Title I Reading Intervention
  - English Language Instruction
  - Extra/Co-Curricular Participation
- Supplement instructional and clerical needs provided by paraprofessionals.
- Academic Tutors



School District of River Falls

Job Description

VIRTUAL/E-SCHOOL PROGRAM INSTRUCTOR

**QUALIFICATIONS:** Must have or be eligible for a valid Wisconsin Department of Public Instruction (DPI) teaching license for the developmental level assigned students.

- Experience teaching in an online, hybrid, or virtual classroom.
- Exhibits good listening and comprehension;
- Strong written and verbal communications skills;
- Demonstrates an advanced knowledge and understanding of effective uses of technology in an educational setting;
- Experience leading, motivating, and developing positive relationships with students;
- Understands how to support students with unique learning needs.
- Strong organizational and time management skills.

**POSITION SUMMARY:**

The Virtual/e-School Program Instructor facilitates the learning of students in the Virtual/e-School Program. The Virtual/e-School Program Instructor provides guidance, instruction, support, and manages the learning process as students learn through a virtual instructional platform. The Virtual/e-School Program Instructor is a highly qualified instructional teacher responsible for the delivery of specified course content in an online virtual environment. The Virtual/e-School Program Instructor is expected to challenge and encourage all students to reach their full potential while learning in a positive and safe virtual learning environment. The Virtual/e-School Program Instructor is expected to build successful relationships with students, parents and colleagues by providing clear expectations, ongoing communication, and support.

**REPORTS TO:**

Director of Academic Services

**PERFORMANCE RESPONSIBILITIES:**

**A. Planning and Preparation**

- a. Organize parent and student Virtual/e-School orientation.
- b. Communicate school enrollment, attendance, and behavioral expectations.
- c. Ensure students and families complete required school contracts and documents.
- d. In coordination with school counselors, develop an appropriate schedule that includes access to student services and ensures the student will make appropriate progress throughout the year.
- e. As applicable, create a schedule that aligns to each student's academic and career planning goals.
- f. Design coherent schedules with appropriate levels of independent work expectations.
- g. Ensure student access to required hardware and software. Anticipate and troubleshoot common technology issues. Collaborate with the technology department if more serious technology issues arise.
- h. Develop and maintain a strong understanding of students' instructional outcomes and ensure that virtual learning activities are appropriate.
- i. Understand the strengths and weaknesses of virtual resources.
- j. As applicable, follow students' Differentiated Education Plan (DEF), Individual Education Plan (IEP) and/or 504 Plan. Work collaboratively with assigned support

School District of River Falls

Job Description

VIRTUAL/E-SCHOOL PROGRAM INSTRUCTOR

teacher to ensure modifications and accommodations are implemented.

**B. Classroom Environment**

- a. Create a trusting, respectful, and positive virtual learning environment.
- b. Provide multiple opportunities for student, parent, and teacher communication.
- c. Establish daily routines that support synchronous and independent student learning.
- d. Organize differentiated online and personal resources for students to use when they are experiencing learning difficulties.
- e. Monitor student attendance and follow up on attendance concerns.
- f. Develop methods to ensure that student social and emotional needs are being met.
- g. Create opportunities for students to virtually interact with others in the community.
- h. Respond to student misbehavior in a consistent, compassionate, and professional manner.

**C. Instruction**

- a. Conduct daily meetings with students.
- b. Facilitate & supervise core and elective learning for all students.
- c. Examine academic progress and activity of students on their caseload on a daily and weekly basis.
- d. Utilize online summative and formative assessment tools to monitor student progress.
- e. Intervene frequently if a student is showing signs of falling behind or not understanding online assignments.
- f. Coordinate with academic tutors to provide targeted academic support as needed.
- g. Daily/weekly contact with students who are showing signs of failing.
- h. Maintain a resource bank for students, which includes recordings, handouts, and materials for the content.

**D. Professional Responsibilities**

- a. Reflect on the effectiveness of curriculum resources and provide supplemental or alternative learning resources as necessary.
- b. Effective and efficient record keeping methods for student work completion.
- c. Ensure that students have access to information about completed and/or missing assignments.
- d. Effective and efficient process for recording student attainment of learning goals.
- e. Ensure that students are able to see how they're progressing.
- f. Provide consistent updates to families.
- g. Listen to feedback from students and families and make adjustments as necessary.
- h. Seek regular opportunities for professional development, specifically in the area of virtual learning or educational technology.
- i. Plan meaningful classroom activities for a substitute in case of absence.
- j. Perform other duties as assigned.



# Program Enrollment Capacity

- ❖ General Guidelines
  - PK-K and K-2nd: 25
  - 1st-3rd and 3rd-5th: 28
  - 6th-8th, 9th-12th: 40
- ❖ Supplement instructional and clerical needs with paraprofessional support in areas in which classroom size guidelines have been exceeded.
- ❖ Close enrollment in areas in which classroom guidelines are at or exceed capacity.
- ❖ Use of a waiting list in areas in which there is program capacity.
- ❖ Applications for the waiting list will be accepted through August 21.

# Questions & Comments

# Virtual/e-School Staffing Update



School Board Meeting  
August 17, 2020

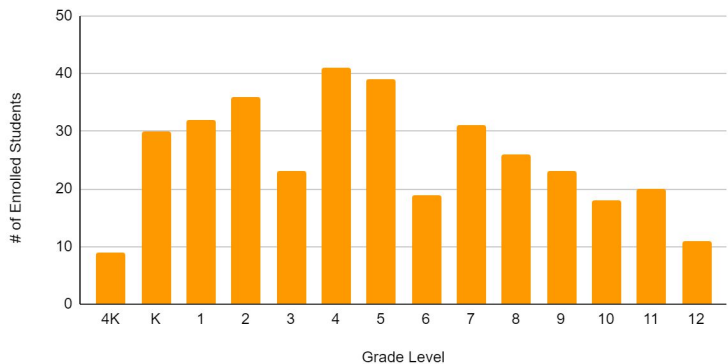
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**Virtual/e-School Enrollments**

*Updated 08.12.20*



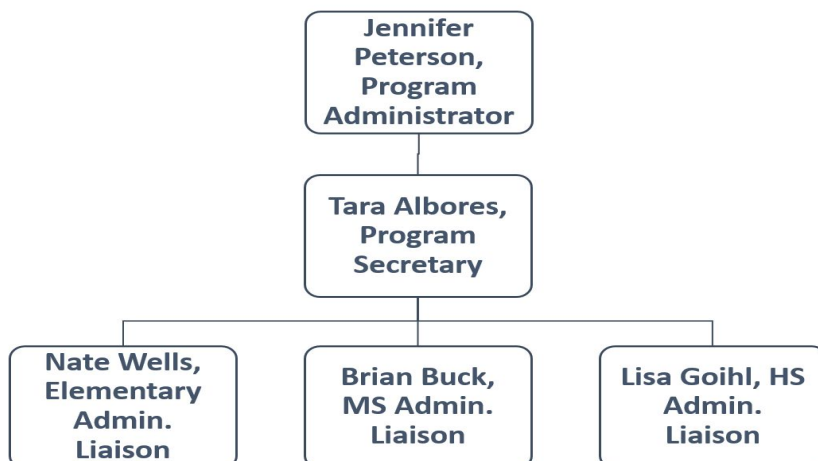


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- **Work with existing staffing.** The current plan doesn't call for additional certified FTE beyond the 2.0 FTE approved on 7-20-20 by the Board of Education.



## Virtual/E-School Administrative Leadership

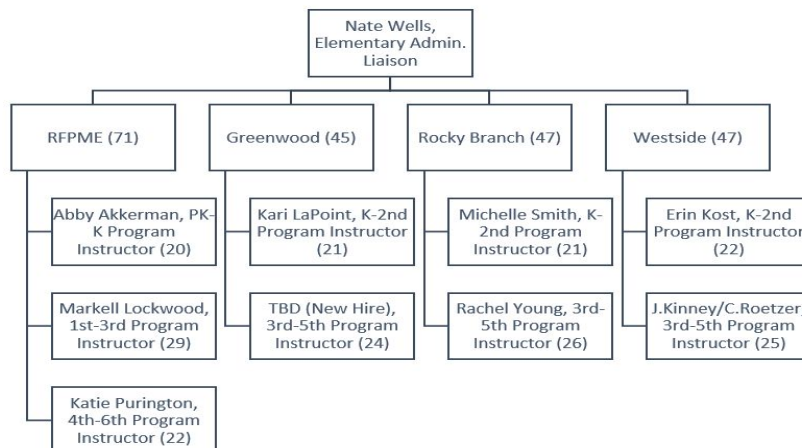


# Virtual/E-School Administrative Leadership



- **Program Administrator:** Program leadership, communication, professional development, technology, staffing, academic tutoring, state testing, budgeting
- **Admin Liaison:** Coordination of school-based services, discipline, attendance concerns, program instructor support
- **Program Secretary:** Family communication, daily attendance, announcements, registration, orientation, and state reporting.

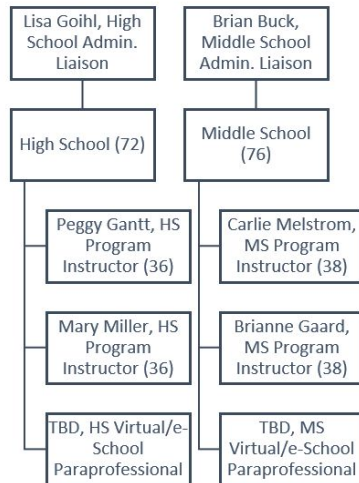
# Elementary Virtual/e-School Staffing



- School-based support services
  - Counseling
  - Special Education/504
  - Title I, English Language
  - Extra/Co-Curricular
- Supplement instructional and clerical needs provided by paraprofessionals.
- Academic Tutors



# MS-HS Virtual/e-School Staffing



- School-based support services
  - Counseling
  - Special Education/504
  - Title I Reading Intervention
  - English Language Instruction
  - Extra/Co-Curricular Participation
- Supplement instructional and clerical needs provided by paraprofessionals.
- Academic Tutors



School District of River Falls  
Job Description  
**VIRTUAL E-SCHOOL PROGRAM INSTRUCTOR**

**QUALIFICATIONS:** Must have or be eligible for a valid Wisconsin Department of Public Instruction (DPI) teaching license for the developmental level assigned student.

- Experience teaching in an online, hybrid, or virtual classroom.
- Exhibit good listening and comprehension.
- Strong written and verbal communication skills.
- Demonstrates an advanced knowledge and understanding of effective uses of technology in an educational setting.
- Experience leading, motivating, and developing positive relationships with students.
- Understands how to support students with unique learning needs.
- Strong organizational and time management skills.

**POSITION SUMMARY:**

The Virtual/e-School Program Instructor facilitates the learning of students in the Virtual/e-School Program. The Virtual/e-School Program Instructor provides guidance, instruction, support, and manages the learning process as students learn through a virtual instructional platform. The Virtual/e-School Program Instructor is a highly qualified instructional teacher responsible for the delivery of specified course content in an online virtual environment. The Virtual/e-School Program Instructor is expected to challenge and encourage all students to reach their full potential while learning in a positive and safe virtual learning environment. The Virtual/e-School Program Instructor is expected to build successful relationships with students, parents and colleagues by providing clear expectations, ongoing communication, and support.

**REPORTS TO:**

Director of Academic Services

**PERFORMANCE RESPONSIBILITIES:**

**A. Planning and Preparation**

- a. Organize parent and student Virtual/e-School orientation.
- b. Communicate school enrollment, attendance, and behavioral expectations.
- c. Ensure students and families complete required school contracts and documents.
- d. In coordination with school counselors, develop an appropriate schedule that includes access to student services and ensures the student will make appropriate progress throughout the year.
- e. As applicable, create a schedule that aligns to each student's academic and career planning goals.
- f. Design coherent schedule with appropriate levels of independent work expectations.
- g. Ensure student access to required hardware and software. Anticipate and troubleshoot common technology issues. Collaborate with the technology department if more serious technology issues arise.
- h. Develop and maintain a strong understanding of students' instructional outcomes and ensure that virtual learning activities are appropriate.
- i. Understand the strengths and weaknesses of virtual resources.
- j. As applicable, follow students' Differentiated Education Plan (DEP), Individual Education Plan (IEP) and/or 504 Plan. Work collaboratively with assigned support

School District of River Falls

Job Description

**VIRTUAL E-SCHOOL PROGRAM INSTRUCTOR**  
teachers to ensure modifications and accommodations are implemented.

**B. Classroom Environment**

- a. Create a trusting, respectful, and positive virtual learning environment.
- b. Provide multiple opportunities for student, parent, and teacher communication.
- c. Establish daily routines that support synchronous and independent student learning.
- d. Organize differentiated online and personal resources for students to use when they are experiencing learning difficulties.
- e. Monitor student attendance and follow up on attendance concerns.
- f. Develop methods to ensure that student social and emotional needs are being met.
- g. Create opportunities for students to virtually interact with others in the community.
- h. Respond to student misbehavior in a consistent, compassionate, and professional manner.

**C. Instruction**

- a. Conduct daily meetings with students.
- b. Facilitate and supervise one and elective learning for all students.
- c. Examine academic progress and activity of students on their caseload on a daily and weekly basis.
- d. Utilize online summative and formative assessment tools to monitor student progress.
- e. Intervene frequently if a student is showing signs of falling behind or not understanding online assignments.
- f. Coordinate with academic tutor to provide targeted academic support as needed.
- g. Daily/weekly contact with students who are showing signs of failing.
- h. Maintain a resource bank for students, which includes recordings, handouts, and materials for the content.

**D. Professional Responsibilities**

- a. Reflect on the effectiveness of curriculum resources and provide supplemental or alternative learning resources as necessary.
- b. Effective and efficient record keeping methods for student work completion.
- c. Ensure that students have access to information about completed and/or missing assignments.
- d. Effective and efficient process for recording student attainment of learning goals.
- e. Ensure that students are able to see how they're progressing.
- f. Provide consistent updates to families.
- g. Listen to feedback from students and families and make adjustments as necessary.
- h. Seek regular opportunities for professional development, specifically in the area of virtual learning or educational technology.
- i. Plan meaningful classroom activities for a substitute in case of absence.
- j. Perform other duties as assigned.



## Program Enrollment Capacity

- ❖ General Guidelines
  - PK-K and K-2nd: 25
  - 1st-3rd and 3rd-5th: 28
  - 6th-8th, 9th-12th: 40
- ❖ Supplement instructional and clerical needs with paraprofessional support in areas in which classroom size guidelines have been exceeded.
- ❖ Close enrollment in areas in which classroom guidelines are at or exceed capacity.
- ❖ Use of a waiting list in areas in which there is program capacity.
- ❖ Applications for the waiting list will be accepted through August 21.

## Questions & Comments

**River Falls Virtual/e-School Program Staff  
2020-21 School Year**

**Jennifer Peterson, [jennifer.peterson@rfsd.k12.wi.us](mailto:jennifer.peterson@rfsd.k12.wi.us)**

*Program Administrator*

**Tara Albores, [tara.albores@rfsd.k12.wi.us](mailto:tara.albores@rfsd.k12.wi.us)**

*Program Secretary*

**Nate Wells, [nate.wells@rfsd.k12.wi.us](mailto:nate.wells@rfsd.k12.wi.us)**

*Elementary Admin Liaison*

**Brian Buck, [brian.buck@rfsd.k12.wi.us](mailto:brian.buck@rfsd.k12.wi.us)**

*Middle School Admin Liaison*

**Lisa Goihl, [lisa.goihl@rfsd.k12.wi.us](mailto:lisa.goihl@rfsd.k12.wi.us)**

*High School Admin Liaison*

**Elementary Staff**

**Abby Akkerman, [abby.akkerman@rfsd.k12.wi.us](mailto:abby.akkerman@rfsd.k12.wi.us)**

*4K-K Program Instructor, RFPME*

**Markell Lockwood, [markell.lockwood@rfsd.k12.wi.us](mailto:markell.lockwood@rfsd.k12.wi.us)**

*Grades 1-3 Program Instructor, RFPME*

**Katie Purington, [katie.purington@rfsd.k12.wi.us](mailto:katie.purington@rfsd.k12.wi.us)**

*Grades 4-6 Program Instructor, RFPME*

**Kari LaPoint, [kari.lapoint@rfsd.k12.wi.us](mailto:kari.lapoint@rfsd.k12.wi.us)**

*K-2 Program Instructor, Greenwood*

**TBD**

*Grades 3-5 Program Instructor, Greenwood*

**Michelle Smith, [michelle.smith@rfsd.k12.wi.us](mailto:michelle.smith@rfsd.k12.wi.us)**

*K-2 Program Instructor, Rocky Branch*

**Rachel Young, [rachel.young@rfsd.k12.wi.us](mailto:rachel.young@rfsd.k12.wi.us)**

*Grades 3-5 Program Instructor, Rocky Branch*

**Erin Kost, [erin.kost@rfsd.k12.wi.us](mailto:erin.kost@rfsd.k12.wi.us)**

*K-2 Program Instructor, Westside*

**Jeanne Kinney, [jeanne.kinney@rfsd.k12.wi.us](mailto:jeanne.kinney@rfsd.k12.wi.us), Connie Roetzer, [connie.roetzer@rfsd.k12.wi.us](mailto:connie.roetzer@rfsd.k12.wi.us)  
(shared)**

*Grades 3-5 Program Instructor, Westside*

**Middle School Staff**

**Brianne Gaard, [brianne.gaard@rfsd.k12.wi.us](mailto:brianne.gaard@rfsd.k12.wi.us)**

*Grades 6-8 Program Instructor, Meyer MS*

**Carlie Melstrom, [carlie.melstrom@rfsd.k12.wi.us](mailto:carlie.melstrom@rfsd.k12.wi.us)**

*Grades 6-8 Program Instructor, Meyer MS*

**TBD, Paraprofessional**

*Secondary Program Support*

**High School Staff**

**Peggy Gantt, [peggy.gantt@rfsd.k12.wi.us](mailto:peggy.gantt@rfsd.k12.wi.us)**

*Grades 9-12 Program Instructor, RFHS*

**Mary Miller, [mary.miller@rfsd.k12.wi.us](mailto:mary.miller@rfsd.k12.wi.us)**

*Grades 9-12 Program Instructor, RFHS*

**TBD, Paraprofessional**

*Secondary Program Support*

# School District of River Falls

## Board of Education Regular Meeting Minutes

Monday, July 20, 2020 - 7:00 PM

River Falls High School Media Center - 818 Cemetery Road

The regularly scheduled meeting of the River Falls Board of Education was called to order on Monday, July 20, 2020 at the River Falls High School Media Center, 818 Cemetery Road. President Johnson Myers called the meeting to order at 7:00 p.m. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the Star Observer, WEVR Radio Station, and the Eau Claire Leader Telegram.

### PRESENT

President Stacy Johnson Myers, Vice President Amy Halvorson (remote), Clerk Alan Tuchtenhagen, Treasurer Mike Thompson (remote), members Bob Casey, Cindy Holbrook, Todd Schultz, and student representative, Dailyn Wold. Also present were Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, Director of Academic Services Jennifer Peterson, River Falls Public Montessori Elementary Principal Nate Wells, Meyer Middle School Principal Mark Chapin, River Falls High School Kit Luedtke, Director of Community Education Monique Squire, Director of Buildings and Grounds Joe Haselman, Westside Elementary Principal Chris Kamrath, Director of Transportation Todd Burnap, Rocky Branch Elementary Principal Chuck Eaton, Director of Student Services Jackie Steinhoff, and Renaissance Academy Coordinator Chris Silver.

### INFORMATIONAL ITEMS

**A. Superintendent Update regarding the district “Wildcat Roadmap” COVID-19 pandemic related school plan document for the 2020-21 school year.** Benson shared the district’s document that will help direct decisions being made this school year for the District. The document is broken down into several sections and has been created through joint efforts of a District Task force. The roadmap includes learning environments, food service, transportation, and outlines mitigation efforts by staff and students.

### ACTION ITEMS

A. Johnson Myers reviewed the minutes, bills, and recommended employment items on the Agenda.

Tuchtenhagen moved, seconded by Halvorson that the Board approve the following:

1. The Minutes from the June 15, 2020 Regular Board of Education meeting;
2. Checks numbered 198275 through 198659 had been prepared in the amount of \$3,472,285.01 and there were automatic transfers of \$604,435.50 and \$673,459.36 for a total of \$4,750,179.87 Checks 194906, 197592, 198088, 198322, and 198209 were voided.
3. Pursuant to Board Policy which references Wisconsin Statutes Sections 111, 118, and 121, approval of the following employment recommendations: 1. Recommended acceptance of the resignation of Marcia Pharis as full-time Fifth Grade Teacher at Greenwood Elementary School effective the end of the 2019-20 year. Ms. Pharis will retire after 29 years of service with the district. 2. Recommended acceptance of the resignation of Ashley Roesler as full-time Special Education Teacher at Greenwood Elementary School effective the end of the 2019-20 year. 3. Recommended approval of a one-year leave of absence request for Paula Flood full-time Fifth Grade Teacher at Westside Elementary School effective for the 2020-21 school year. 4. Recommended approval of the transfer of Andrea Ganske from full-time School Psychologist at Westside Elementary to full-time School Psychologist at Greenwood Elementary School effective August 24, 2020 (replaces Nicole Dethloff). 5. Recommended approval of an adjustment on the salary schedule for Ryan Brill, 1.0 FTE Technology Education/STEM Teacher at River Falls High School, from Tier 2, Level 5 to Tier 2, Level 6 to align to Section II.9.2.2 (Labor Market Factors). 6. Recommended approval of an adjustment on the salary schedule for Jared GrothOlson, 1.0 FTE Science Teacher at River Falls High School, from Tier 2, Level 2M to Tier 2, Level 3M to align to Section II.9.2.2 (Labor Market Factors). 7. Recommended approval of the employment of Stephanie Heinen as 1.0 FTE Special Education Teacher at Greenwood Elementary School effective August 18, 2020 (replaces Ashley Roesler). Ms. Heinen earned her bachelor’s degree from UW-Stout, and her master’s degree from Grand Canyon University. She has ten years of teaching experience (Milwaukee WI) and her salary will be based on Tier 2, Level 6M of the salary schedule. 8. Recommended approval of the

employment of Jacqueline Glomski as 1.0 FTE Special Education Teacher at Westside Elementary School effective August 18, 2020 (replaces Kristy Wickboldt). Ms. Glomski earned her bachelor's degree from Mount Mercy University. She has seven years of experience (Marion IA, Lake City MN, Woodbury MN, Prescott WI) and her salary will be based on Tier 2, Level 2 of the salary schedule. 9. Recommended approval of the employment of Taylor Stevens as 1.0 FTE Eighth Grade Social Studies Teacher at Meyer Middle School effective August 18, 2020 (replaces Laura Gunnell). Ms. Stevens earned her bachelor's degree from UW-Whitewater. Her salary will be based on Tier 1, Level 0 of the salary schedule. 10. Recommended approval of the employment of Rainbow Barry as 0.50 FTE Special Education Teacher at River Falls Public Montessori Elementary effective August 18, 2020 (new position). Ms. Barry earned bachelor's degrees from UW-Madison and University of Colorado-Boulder. She has one year of experience (Hastings MN) and her salary will be based on Tier 1, Level 1 of the salary schedule. 11. Recommended approval of the rehiring of the following Substitute Teachers effective September 1, 2020: a. Timothy LaVold b. Jay Wolf c. G. Edward Schramm d. Megan Loga e. Suzanne Spence f. Stephen Ottman g. Anne White h. Taren Weyer  
Roll Call Vote: Holbrook, yes, Schultz, yes, Halvorson, yes, Thompson, yes, Tuchtenhagen, yes, Casey, yes, and Johnson Myers, yes. Motion carried unanimously (7-0).

#### **B. Consideration and/or Action to approve the Executive Summary of the "Wildcat Roadmap" the COVID-19 pandemic related school plan document for the 2020-21 school year**

The purpose of the Wildcat Roadmap to Reentry document is to: Develop a PK-12 organizational structure for the school year 2020-2021 to include contingency plans for an abnormal September 1 start (as well as possible intermittent pandemic interruptions mid-year 2020-21). The Roadmap is intended to become a playbook of nimble actions and flexible future educational options to allow our district to respond to any school interruptions (due to COVID), in an equitable manner, while supporting the social-emotional and academic learning needs of ALL our students and their families.

The decision to approve the "Wildcat Roadmap" was tabled until next week's Special Board of Education meeting on July 27, 2020.

#### **C. Approve sponsorship for the replacement of the River Falls High School gymnasium score clocks**

The District been trying to upgrade the score clocks in the River Falls High School gymnasium the last several years. Current boards are 20 years old and starting to malfunction at times. The attached plan outlines the replacement clocks and the sponsorship that would fund the replacement.

Holbrook motioned, seconded by Schultz to approve sponsorship for the replacement of the River Falls High School gymnasium score clocks. Roll Call Vote: Holbrook, yes, Schultz, yes, Halvorson, yes, Thompson, yes, Tuchtenhagen, yes, Casey, yes, and Johnson Myers, yes. Motion carried unanimously (7-0).

#### **D. Approve 66.0301 agreements**

For the last several years, the St. Croix Central and River Falls School Districts have shared a teacher for the students with hearing impairments. Administration wishes to continue the agreement for the 2020-2021 school year. Also needing approval is a Project SEARCH 66.0301 agreements with Prescott School District.:

1. Tuchtenhagen motioned, seconded by Casey to approve the Teacher of the Hearing Impaired 66.0301 agreement with St. Croix Central School District for the 2020-2021 school year and to approve Project SEARCH 66.0301 agreement with Prescott School District. Roll Call Vote: Holbrook, yes, Schultz, yes, Halvorson, yes, Thompson, yes, Tuchtenhagen, yes, Casey, yes, and Johnson Myers, yes. Motion carried unanimously (7-0).

#### **E. Approve the 2020-2021 Assessment Calendar**

Jennifer Peterson, Director of Academic Services, will present committee members with the 2020-21 Assessment Calendar for the School District of River Falls for approval. Assessments scheduled include both state-mandated and district assessments that have been prioritized and identified to be administered at each building during the upcoming school year. Timelines have been adjusted to ensure students are not tested right away after returning to school in the fall. Peterson added that DPI has decided there will be no District and/or School report cards issued this year due to the cancellation of the state testing in the spring.

Halvorson motioned, seconded by Schultz to approve the 2020-2021 Assessment Calendar. Roll Call Vote: Holbrook, yes, Schultz, yes, Halvorson, yes, Thompson, yes, Tuchtenhagen, yes, Casey, yes, and Johnson Myers, yes. Motion carried unanimously (7-0).

#### **F. Approve 2020-2021 Student Handbooks**

Administration will present their 2020-21 Student Handbooks for Board approval.

Casey motioned, seconded by Schultz to approve the Elementary, Middle School, High School and Renaissance Charter Academy 2020-2021 Student Handbooks as presented giving administration the authority to make slight changes that align with the “Wildcat Roadmap” and any changes are to be shared with the Board. Roll Call Vote: Holbrook, yes, Schultz, yes, Halvorson, yes, Thompson, yes, Tuchtenhagen, yes, Casey, yes, and Johnson Myers, yes. Motion carried unanimously (7-0).

#### **G. Approve the 2020-21 COVID-19 Staffing Plan**

The 2020-21 COVID-19 Staffing Plan includes a summary of the staffing adjustments needed to address specific educational and operational needs during the 2020-21 school year. Staff will be reassigned or added on a permanent or temporary basis in order to fill these critical needs.

Halvorson motioned, seconded by Thompson to approve the 2020-21 COVID-19 Staffing Plan. Roll Call Vote: Holbrook, yes, Schultz, yes, Halvorson, yes, Thompson, yes, Tuchtenhagen, yes, Casey, yes, and Johnson Myers, yes. Motion carried unanimously (7-0).

#### **H. Approve contract stipulations for co-curricular contracts in the case of full or partial cancellations of the activity**

Administration will present stipulations to be added to co-curricular contracts in the case of full or partial cancellations of the activity.

Holbrook motioned, seconded by Casey to approve contract stipulations for co-curricular contracts in the case of full or partial cancellations of the activity. Roll Call Vote: Holbrook, yes, Schultz, yes, Halvorson, yes, Thompson, yes, Tuchtenhagen, yes, Casey, yes, and Johnson Myers, yes. Motion carried unanimously (7-0).

#### **I. Consideration and/or Action to approve the June 25, 2020 District Equity, Inclusivity, and Diversity (EID) Committee recommendations**

The EID committee met on June 25, 2020 to gather feedback and consensus on EID structure moving forward; review Action Steps (deliverables) and gather consensus on EID 2020 deliverables; and assign members to subcommittees. No action, informational only.

#### **J. Consideration and/or Action to approve July 6, 2020 Educational Programs Committee recommendations**

The Committee met on July 6, 2020 to hear a Chinese Language and Culture program Spring Semester Update; approve Academic Standards Notice for 2020-21; hear a Meyer Middle School Math Textbook Adoption and Elementary School Bookroom Informational Presentation; and hear an Equity and Social Justice District Update in Response to the Recent Petition Submitted to the School District and recent Civil Events.

1. Tuchtenhagen motioned, seconded by Schultz to approve the Academic Standards Notice for 2020-21. Roll Call Vote: Holbrook, absent, Schultz, yes, Halvorson, yes, Thompson, yes, Tuchtenhagen, yes, Casey, yes, and Johnson Myers, yes. Motion carried (6-0).

#### **K. Consideration and/or Action to approve July 13, 2020 Personnel Committee recommendations**

The Committee met on June 13, 2020 to hear: a 2020-21 certified staff update; approve the updated work safety guidelines and expectations for employees aligning to mitigate employee COVID-19; hear a summary of employee wellness resources; and to discuss 2020-21 co-curricular contracts.

1. Halvorson motioned, seconded by Casey to approve the Work Safety Guidelines and Expectations. Roll Call Vote: Holbrook, absent, Schultz, yes, Halvorson, yes, Thompson, yes, Tuchtenhagen, yes, Casey, yes, and Johnson Myers, yes. Motion carried (6-0).

**L. Proposed/suggested items for the next regular and future Board meeting agenda(s)**

As always, Board members will be given the opportunity to suggest items for future Board member agendas.

**M. Schedule next Board/Committee meetings**

Set meeting schedule as follows:

Special Board of Education Meeting/Board Retreat: Monday, July 27, 2020, 5:00 p.m.

Special Board of Education Meeting: Monday, August 3, 2020, 6:00 p.m.

Special Board of Education Meeting: Monday, August 10, 2020, 6:00 p.m.

Regular Board meeting: Monday, August 17, 2020, 7:00 p.m.

*All above meetings will be held at the River Falls High School Media Center, 818 Cemetery Road*

**ADJOURNMENT**

President Johnson Myers declared the meeting adjourned at 9:13 p.m.

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Alan Tuchtenhagen, Clerk

**School District of River Falls**  
**Special Board of Education Meeting Minutes**

Monday, July 27, 2020 - 5:00 PM  
River Falls High School Media Center - 818 Cemetery Road

The specially scheduled meeting of the River Falls Board of Education was called to order on Monday, July 27, 2020 at the River Falls High School Media Center, 818 Cemetery Road. President Johnson Myers called the meeting to order at 5:00 p.m. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the Star Observer, WEVR Radio Station, and the Eau Claire Leader Telegram.

**PRESENT**

President Stacy Johnson Myers, Vice President Amy Halvorson, Clerk Alan Tuchtenhagen, Treasurer Mike Thompson, members Bob Casey, Cindy Holbrook, and Todd Schultz. Also present were Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, Director of Academic Services Jennifer Peterson, and Director of Finance & Facilities Chad Smurawa, River Falls Public Montessori Elementary Principal Nate Wells, Meyer Middle School Principal Mark Chapin, River Falls High School Kit Luedtke, River Falls High School Assistant Principals Taryl Graetz and Lisa Goihl, Activities Director Rollie Hall, Director of Community Education Monique Squire, Director of Buildings and Grounds Joe Haselman, Director of Transportation Todd Burnap, Rocky Branch Elementary Principal Chuck Eaton, and Director of Student Services Jackie Steinhoff.

1. **Halvorson moved, seconded by Casey to move into executive session pursuant to Wisconsin State Statute Section 19.85 (1)(f) for the purpose of discussing medical and personal matters. Roll call vote required. Johnson Myers, yes, Halvorson, yes, Tuchtenhagen, yes, Thompson, yes, Casey, yes, Holbrook, yes, and Schultz, yes.**

2. **Convened to Executive Session at 5:01 p.m.**

3. **Reconvene to Open Session at 6:03 p.m.**

4. **INFORMATIONAL ITEMS**

A. **Superintendent's report of Task Force Recommendations for September 1, 2020.**

5. **ACTION ITEMS**

A. **Consideration and/or Action to approve the "Wildcat Roadmap" (the COVID-19 pandemic related school plan document for the 2020-21 school year) as a living document subject to changes and improvements**

The purpose of the Wildcat Roadmap to Reentry document is to: Develop a PK-12 organizational structure for the school year 2020-2021 to include contingency plans for an abnormal September 1 start (as well as possible intermittent pandemic interruptions mid-year 2020-21). The Roadmap is intended to become a playbook of nimble actions and flexible future educational options to allow our district to safely respond to any school interruptions (due to COVID), in an equitable manner, while supporting the social-emotional and academic learning needs of ALL our students and their families.

Halvorson moved, seconded by Casey to approve the "Wildcat Roadmap" (the COVID-19 pandemic related school plan document for the 2020-21 school year) as a living document subject to changes and improvements. Motion passed unanimously. (7-0).

## **B. Consideration and/or Action to determine the "Learning Environment" beginning September 1, 2020**

The "Learning Environment" were defined as three options:

**1. IN PERSON Learning Environment (At School)** If COVID numbers are low enough then everyone is welcome to come back to school (with significant new mitigation plans in place at all schools and buses) Possibly have grades 6-12 at-home on Wednesday's receiving "live" synchronous classes for 3-4 weeks.

**2. AT-HOME/DISTANCE Learning Environment (at Home)** All students will receive a remote, at-home/distance learning experience (significant improvements are being initiated to improve upon how this at-home/distance learning ended the 2019-20 school year.)

**3. HYBRID Learning Environment (Combo with some kids at-home with some in-school)**In the hybrid model there are several variations/options.

*including the following Hybrid options:*

**A. K-5 held in all schools** -- K-5 in school but Grades 6-12 at-home/distance learning...Use all schools to create smaller elementary cohort groups to mitigate viral spread and improve contact tracing abilities. (RF4C/4K is determined separately)

**B. Two-day in-school learning** -- Grades 6-12 attend in-school two days per week...50% come on Monday/Tuesday and the other 50% attend on Thursday/Friday....Wednesday = independent learning at-home, teacher preparation/office hours, deep clean between cohort groups...PK-5 attend in-school 5 days per week in their traditional school setting.

**C. Thanksgiving** -- Grades PK-12 attend school until Thanksgiving then break into at-home/distance learning through January 4

Thompson moved, seconded by Halvorson to approve the "Learning Environment" beginning September 1, 2020 be the **HYBRID Learning Environment** (Combo with some kids at-home with some in-school) option B

**Two-day in-school learning** -- Grades 6-12 attend in-school two days per week...50% come on Monday/Tuesday and the other 50% attend on Thursday/Friday....Wednesday = independent learning at-home, teacher preparation/office hours, deep clean between cohort groups...PK-5 attend in-school 5 days per week in their traditional school setting. Halvorson, Tuchtenhagen, Casey, and Johnson Myers voted yes and Thompson, Holbrook, and Schultz voted no. Motion passed (4-3).

## **6. Discussion of the following:**

**A. The School Board Book Review: White Fragility by Robin DiAngelo- was tabled until the next meeting.**

**Johnson Myers requested an update on the "Wildcat Roadmap" and the learning environment at the next week's meeting as more details are discussed and planned based on the evening's decision.**

## **7. ADJOURNMENT**

President Johnson Myers declared the meeting adjourned at 8:19 p.m.

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Alan Tuchtenhagen, Clerk

**School District of River Falls  
Special Board Meeting**

Monday, August 3, 2020 - 6:00 PM

River Falls High School Media Center, 818 Cemetery Road, River Falls, WI 54022

The specially scheduled meeting of the River Falls Board of Education was called to order on Monday, August 3, 2020 at the River Falls High School Media Center, 818 Cemetery Road. President Johnson Myers called the meeting to order at 6:01 p.m. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the Star Observer, WEVR Radio Station, and the Eau Claire Leader Telegram.

**PRESENT**

President Stacy Johnson Myers, Vice President Amy Halvorson, Clerk Alan Tuchtenhagen, Treasurer Mike Thompson, members Bob Casey, Cindy Holbrook, and Todd Schultz. Also present were Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, Director of Academic Services Jennifer Peterson, River Falls Public Montessori Elementary Principal Nate Wells, Meyer Middle School Principal Mark Chapin, River Falls High School Assistant Principal Taryl Graetz, Activities Director Rollie Hall, Director of Community Education Monique Squire, Director of Buildings and Grounds Joe Haselman, Director of Transportation Todd Burnap, Rocky Branch Elementary Principal Chuck Eaton, and Director of Student Services Jackie Steinhoff, District Nurse Karin Branvold, Greenwood Elementary Principal Nate Schurman, Director of Technology Brian Dado, and Westside Elementary Principal Chris Kamrath.

**HEARING OF VISITORS AND DELEGATIONS** none.

**INFORMATIONAL ITEMS**

**A. Wildcat Roadmap updates.**

Administration provided updates on the following topics:

1. Mask requirement: Governor Ever's order (7.30.20) for students' purposeful refusal and non-compliance of wearing a mask. Benson explained how the mask wearing would be considered a new school rule and how a situation with a student would be handled as necessary.
2. Including 6th grade in-school 5-days/week within our hybrid model- Chapin shared a presentation one how the 6<sup>th</sup> grade level would be included in the 5-day/week schedule at the Middle School and mitigation efforts with that grade level.
3. Bus route revision to reduce ridership- Burnap shared the updates to walker zones that would be implemented this school year in order to reduce numbers of students being transported on buses at one time.
4. District calendar outlook and related revisions- Bell shared updates and changes that were illustrated on the attachments.
5. Timing and/or frequency of Board decisions to pivot from one learning environment to another- Benson shared an update for the Board and how determination and Board approval would be considered as needed.
6. Fall sports and WIAA update related to start date delay- Hall shared updates with the Falls sports based on what determinations by the WIAA and how frequently members of the division were meeting through virtual meetings to facilitate some decisions. Hall shared the start dates for practices for different sports have all been pushed back based on the level of contact within them.
7. Virtual/e-School presentation-- with a vision for supporting students with an approach of "live" synchronous instruction blended with independent asynchronous learning activities- Peterson shared an update on the Virtual/e-School including example schedules and plans that are being made to provide a balance for students choosing this option.

**ACTION ITEMS**

- A. Consideration and/or Action to determine if there is a change/pivot from the July 27, 2020 decision related to the selected "HYBRID Learning Environment" beginning September 1, 2020**

The "Learning Environments" are defined as three options:

- A. IN-PERSON Learning Environment
- B. AT-HOME/DISTANCE Learning Environment
- C. HYBRID Learning Environment

No changes were made to the "Learning Environment" beginning September 1, 2020 decision.

**B. Consideration and/or Action to approve Mask requirement**

We will try to educate students about the need to wear masks but if/when we have previously provided two "warnings" to those who become non-compliant, they will be removed from the in-school learning environment and placed into our Virtual/e-School program. Our mask requirement is firm and intentional and therefore, any purposeful non-compliance and/or repeat refusal to follow this expectation will result in placement into the virtual/e-School program. Individuals with health conditions or disabilities that would prevent them from wearing of a face-covering safely are exempt from this requirement. Breathing concerns, mask breaks, and medical reasoning will be part of this plan. Link to Governor Ever's Emergency Order #1.

Casey motioned, seconded by Thompson to approve Mask requirement as presented. Motion carried unanimously (7-0).

**C. Consideration and/or Action to approve 6th grade be included with K-5, in-school 5 days/week**

Schultz motioned, seconded by Halvorson to approve 6th grade be included with K-5, in-school 5 days/week. Johnson Myers, yes, Halvorson, yes, Tuchtenhagen, yes, Thompson, yes, Casey, yes, and Shultz, yes, Holbrook, no. Motion carried (6-1).

**D. Consideration and/or action to approve bus route revisions to reduce ridership**

Halvorson motioned, seconded by Casey to approve bus route revisions to reduce ridership. Motion carried unanimously (7-0).

**E. Consideration and/or Action to approve District calendar outlook and related revisions**

Schultz motioned, seconded by Thompson to approve District calendar outlook and related revisions as presented. Clarification: This does not include the Elementary late starts as discussed previously in the meeting. Bell will outline the Elementary late starts proposal for the Board at the August 10, 2020 meeting for consideration and/or action. Motion carried unanimously (7-0).

**F. Proposed/suggested items for the next regular and future Board meeting agenda(s)**

Set for October 2020:

Board Professional Development/Discussion of "White Fragility" book by Robin DiAngelo

Suggested items included: Elementary late starts proposal for consideration, an example schedule for a secondary teacher in the AA/BB, fall staffing update, and Virtual/e-School enrollment update

**G. Schedule next Board/Committee meetings**

Set meeting schedule as follows:

Special Board of Education meeting: Monday, August 10, 2020, 6:00 p.m.

Regular Board of Education meeting: Monday, August 17, 2020, 7:00 p.m.

*All above meetings will be held at the River Falls High School Media Center, 818 Cemetery Road*

**ADJOURNMENT**

President Johnson Myers declared the meeting adjourned at 9:02 p.m.



**School District of River Falls  
Special Board Meeting**

Monday, August 10, 2020 - 6:00 PM

River Falls High School Media Center, 818 Cemetery Road, River Falls, WI 54022

The specially scheduled meeting of the River Falls Board of Education was called to order on Monday, August 10, 2020 at the River Falls High School Media Center, 818 Cemetery Road. President Johnson Myers called the meeting to order at 6:00 p.m. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the Star Observer, WEVR Radio Station, and the Eau Claire Leader Telegram.

**PRESENT**

President Stacy Johnson Myers, Vice President Amy Halvorson, Clerk Alan Tuchtenhagen, Treasurer Mike Thompson, members Bob Casey, Cindy Holbrook (arrived 6:02), and Todd Schultz. Also present were Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, Director of Academic Services Jennifer Peterson, River Falls Public Montessori Elementary Principal Nate Wells, Meyer Middle School Principal Mark Chapin, River Falls High School Kit Luedtke, River Falls High School Assistant Principals Taryl Graetz and Lisa Goihl, Activities Director Rollie Hall, Director of Community Education Monique Squire, Director of Buildings and Grounds Joe Haselman, Director of Transportation Todd Burnap, Rocky Branch Elementary Principal Chuck Eaton, Director of Student Services Jackie Steinhoff, Westside Elementary Principal Chris Kamrath, District Nurse Karin Branvold, River Falls High School Teacher Chris Muenich, and Meyer Middle School Teachers Kris Nickleski and Myanna Lansing.

**HEARING OF VISITORS AND DELEGATIONS**

**INFORMATIONAL ITEMS**

**A. Wildcat Roadmap updates**

1. Elementary early release or late starts for staff inservice, collaboration, training, and preparation.  
Kamrath, Wells, and Eaton provided information on the proposed early release schedule for Elementary students offering Teacher collaboration and prep time that would begin on October 2, 2020. The Principals explained how plans were being made so that students could be optionally picked up by parents, transported home early or watched by additional support staff and taken home at normal release time.
2. Virtual/e-School enrollment update and staffing plan update  
Peterson presented information on the enrollment of the Virtual/e-School including the break down of home school and grade level as well as an update on the staffing of the classes.
3. Fall staffing update  
Bell provided an update on the progress of staffing and new hires for the coming school year. Bell and Peterson explained how staff may be reallocated to cover needs as part of the enrollment demands of the new Virtual/e-School.
4. Fall sports and WIAA update related to start date delay  
Hall explained there had been little movement during the previous week but added that this week some decisions would be made by the WIAA and he would provide updates at next week's Regular Board of Education meeting.
5. Preview 7-12 grade weekly hybrid schedule for 5-day/week of teaching and learning  
Chapin, Nickleski, Lansing, Luedtke, Graetz and Goihl shared presentations outlining how classes and schedules would be structured at the Middle School and High School level this coming fall for both students and staff sharing how collaboration/prep time would be built into the Wednesday schedule.
6. Sixth grade update- improving cohort scheduling  
Chapin explained how the 6<sup>th</sup> grade students had been re-cohorted from last week's meeting in order to reduce the cohort sizes. Chapin further explained the decision was made to intentionally limit contact between students outlining the way the student schedules were reworked and how students would attend lunch and elective classes.

7. Discussion of criteria to determine change/pivot from hybrid learning environment  
Benson shared a list of factors that would be considered when looking at the pivoting or changing of the learning environment for students. Benson shared and explained the “Minnesota Model” furthering how the District’s recommendation somewhat aligns but was not directly connected to the “Minnesota Model.” The model offers a level of calculation which may be helpful if a pivot is needed. Benson shared that Wisconsin plans to share a model of their own in the coming weeks.

## **ACTION ITEMS**

### **B. Consideration and/or Action to determine a change/pivot from the "HYBRID Learning Environment"**

The "Learning Environments" are defined as three options:

- A. IN-PERSON Learning Environment
- B. AT-HOME/DISTANCE Learning Environment
- C. HYBRID Learning Environment

Administration will discuss existing criteria to monitor need for shifting into alternative learning environment. No recommendation was made to change, adjust or pivot the learning environment at this time.

### **C. Proposed/suggested items for the next regular and future Board meeting agenda(s)**

Suggestions include: Student Services plans for addressing student need in the Hybrid learning environment, an update on Technology and the District Budget, an update on the RF4C/4K program, updates on WIAA decision, and an update on the Virtual/e-School enrollment and staffing.

### **D. Schedule next Board/Committee meetings**

Set meeting schedule:

Board of Education/New Teacher Meet and Greet: Monday, August, 17, 2020, 6:00 p.m.

Regular Board of Education meeting: Monday, August 17, 2020, 7:00 p.m.

*Above meetings will be held at the River Falls High School Media Center, 818 Cemetery Road*

## **ADJOURNMENT**

President Johnson Myers declared the meeting adjourned at 8:54 p.m.

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Alan Tuchtenhagen, Clerk

**SCHOOL DISTRICT OF RIVER FALLS**  
River Falls , Wisconsin 54022

Checks for Approval at the August 2020 Board Meeting

<b>AP CHECK NUMBERS</b>	<b>AMOUNT</b>
198660 - 198803; 198887 - 198888	\$828,518.91
<b>PAYROLL</b>	
7/2/20 Auto Tsf. Payroll	\$500,178.20
7/20/20 Auto Tsf. Payroll	\$517,407.85
	<b><u><u>\$1,846,104.96</u></u></b>

**VOID CHECKS**

## Publication List - Checks over \$100 - August 2020 Meeting

POST	CHECK		INVOICE	
DATE	NUMBER	VENDOR	DESCRIPTION	AMOUNT
7/2/2020	198660	AEGIS CORPORATION	Crime Policy 7/1/20-7/1/21	\$ 2,048.00
7/2/2020	198661	AMERICAN CAPITAL FINANCIAL SERVICE	Lease 2020168135 pymt	\$ 25,325.90
7/2/2020	198662	ARCHIVESOCIAL, INC.	1 Year of ArchiveSocial	\$ 4,788.00
7/2/2020	198663	AWSA	Membership Renewal	\$ 515.00
7/2/2020	198664	BALDWIN LIGHTSTREAM	Internet Service	\$ 1,029.85
7/2/2020	198665	CHUBB & SON	Machinery Breakdown Policy	\$ 3,585.00
7/2/2020	198666	COMMUNITY INSURANCE CORPORATIO	Gen. Liability Premium	\$ 72,706.00
7/2/2020	198667	DUDE SOLUTIONS, INC	Contract 7/1/20-6/30/21	\$ 7,239.78
7/2/2020	198668	FIRST EAGLE BANK	Lease 207352181 pymt	\$ 21,066.40
7/2/2020	198669	FIRST EAGLE BANK	Lease 2018281169 pymt	\$ 28,203.81
7/2/2020	198670	FIRST EAGLE BANK	Lease 2019129092 pymt	\$ 38,928.56
7/2/2020	198671	FIRST EAGLE BANK	Lease 2019284158 pymt	\$ 30,074.50
7/2/2020	198672	HSA BANK	Multiple Invoices	\$ 14,959.08
7/2/2020	198673	INFINITE CAMPUS	License	\$ 24,347.55
7/2/2020	198675	JOHNSON CONTROLS FIRE PROTECTION	Multiple Invoices	\$ 11,246.00
7/2/2020	198676	KS STATEBANK	Lease 3354284 pymt	\$ 16,499.33
7/2/2020	198679	ORKIN	Multiple Invoices	\$ 7,649.28
7/2/2020	198680	SCHOOLGY, INC	Enterprise Subscription	\$ 15,604.00
7/2/2020	198681	SHOUTPOINT INC	Enhanced Messaging Services	\$ 4,140.00
7/2/2020	198682	THE STANDARD	Payroll Accrual	\$ 7,073.04
7/2/2020	198683	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 122.00
7/2/2020	198684	WEST BEND MUTUAL INSURANCE	Workers Comp Insur	\$ 183,979.00
7/2/2020	198685	WI SCTF	Multiple Invoices	\$ 135.35
7/20/2020	198686	AIR COMMUNICATIONS OF WI, INC	Monthly Repeater Rent	\$ 475.00
7/20/2020	198689	AMAZON.COM	Multiple Invoices	\$ 962.11
7/20/2020	198690	ARROW BUILDING CENTER	GG WS Boards for cabin deck	\$ 282.80
7/20/2020	198691	AT&T BUSINESS DIRECT	Multiple Invoices	\$ 1,650.31
7/20/2020	198693	AWSA	Multiple Invoices	\$ 2,015.00
7/20/2020	198694	BAUER BUILT	Multiple Invoices	\$ 5,166.70
7/20/2020	198695	BELL, DAVID	Reim Travel Expenses	\$ 270.25
7/20/2020	198696	CHROMEBOOKPARTS.COM	Asus Chromebook LCD Panel	\$ 679.80
7/20/2020	198697	CINTAS	Multiple Invoices	\$ 282.22
7/20/2020	198698	COMPUTER INTEGRATION TECHNOLOG	Multiple Invoices	\$ 15,258.00
7/20/2020	198699	COMSTOCK & SONS, INC	GG Fertilize Sports Fields	\$ 7,840.00
7/20/2020	198701	CPI	CPI Instructor Training	\$ 3,450.00
7/20/2020	198703	FLOORS BY BECKERS, INC	Carpet install-KC Office	\$ 777.00
7/20/2020	198706	FORWARD:RF ED FOUNDATION OF RFC	Refund unused FF Grant \$	\$ 3,506.40
7/20/2020	198708	GOPHER SPORT	Multiple Invoices	\$ 911.14
7/20/2020	198710	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 42,191.73
7/20/2020	198711	HORIZON COMMERCIAL POOL SUPPLY-	33 HS Pool Chemical	\$ 167.13
7/20/2020	198712	HSA BANK	HSA pymt	\$ 46,531.64
7/20/2020	198714	INDUSTRIAL SAFETY, INC.	CO2 Extinguishers-kitchens	\$ 799.00
7/20/2020	198715	J H LARSON COMPANY	Ballasts and Bulbs	\$ 1,264.61
7/20/2020	198716	JOHNSON CONTROLS FIRE PROTECTION	Kitchen Hood Inspection	\$ 160.00

## Publication List - Checks over \$100 - August 2020 Meeting

7/20/2020	198717	KLEINSCHMIDT, LISA	Reim supplies	\$ 101.24
7/20/2020	198718	KOMPAS CARE	software contract 20-21	\$ 7,707.00
7/20/2020	198719	LASER PRODUCT TECHNOLOGIES	Multiple Invoices	\$ 774.81
7/20/2020	198720	LEARNING ALLY	30 seat subscription	\$ 2,970.00
7/20/2020	198721	LEITCH AGENCY	Fuel Tanks/Pollution Policy	\$ 2,176.39
7/20/2020	198722	MARK'S PLUMBING PARTS	Plumbing Supplies	\$ 1,029.41
7/20/2020	198724	MENARDS	Multiple Invoices	\$ 1,423.23
7/20/2020	198725	MIDAMERICA ADMINISTRATIVE	Multiple Invoices	\$ 3,567.90
7/20/2020	198726	MID-AMERICAN RESEARCH CHEMICAL	wipes to clean buses	\$ 756.00
7/20/2020	198727	MINNESOTA LIFE INSURANCE CO	Payroll Accrual	\$ 6,839.78
7/20/2020	198728	MINNESOTA CHEMICAL	Washer Maint Parts	\$ 160.05
7/20/2020	198729	NASSP	NHS Membership Renewal	\$ 385.00
7/20/2020	198730	NCDA	NCDA Virtual Conference	\$ 250.00
7/20/2020	198731	PAIS	Dust collector for shop	\$ 601.48
7/20/2020	198732	PLANK ROAD PUBLISHING	Music Magazine subscription	\$ 139.45
7/20/2020	198733	PRIMEX WIRELESS, INC.	33 GW GPS for clocks	\$ 244.84
7/20/2020	198734	PROGRESS PUBLICATIONS	blue folders for students	\$ 504.00
7/20/2020	198736	RIVER FALLS SUNSHINE FUND	Multiple Invoices	\$ 400.00
7/20/2020	198737	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 252.24
7/20/2020	198738	R.M. COTTON COMPANY	Parts-annual PM's on boilers	\$ 1,830.00
7/20/2020	198739	SCHERZ, RYAN	Reim License	\$ 175.00
7/20/2020	198741	SEESAW	student licenses	\$ 4,070.00
7/20/2020	198742	SHERWIN WILLIAMS CO	33 RB Paint	\$ 526.05
7/20/2020	198744	SPRINKLER CREW	GG Sprinkler repairs	\$ 118.96
7/20/2020	198745	STAPLES -(PAPER)	Multiple Invoices	\$ 129.95
7/20/2020	198748	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 122.00
7/20/2020	198749	VIKING ELECTRIC SUPPLY	Multiple Invoices	\$ 3,406.85
7/20/2020	198750	WI ASSOC OF SCHOOL BOARDS,INC	Multiple Invoices	\$ 7,511.00
7/20/2020	198751	WI SCTF	Multiple Invoices	\$ 135.35
7/20/2020	198752	XELLO	XELLO: Method Test Prep	\$ 2,300.00
7/20/2020	198753	YOUTH FRONTIERS, INC.	Deposit-kindness retreat	\$ 750.00
6/30/2020	198754	AT&T	Multiple Invoices	\$ 3,358.50
6/30/2020	198757	BESTER BROS TRANSFER & STORAGE CO	33 Move 2 Kilns	\$ 750.00
6/30/2020	198758	C & L COMMUNICATIONS INC	June 2020 Locates	\$ 2,301.00
6/30/2020	198760	CHIPPEWA VALLEY SPORTING GOODS	Sporting Goods Equipment	\$ 847.47
6/30/2020	198761	COMPUTER INTEGRATION TECHNOLOG	Multiple Invoices	\$ 27,841.00
6/30/2020	198762	CITY OF RIVER FALLS	RFJ Utility & counter-top	\$ 4,827.50
6/30/2020	198763	DECHEINE, LAURA	choreography-Music Man musica	\$ 400.00
6/30/2020	198765	DWD-UI	June Benefit Charges/Adjmts	\$ 4,056.21
6/30/2020	198766	FACTORY MOTOR PARTS COMPANY	Multiple Invoices	\$ 213.60
6/30/2020	198769	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 2,062.64
6/30/2020	198770	HUDSON PHYSICIANS	Health screening	\$ 525.00
6/30/2020	198772	INDUSTRIAL SAFETY, INC.	Annual Fire Exting. Inspect.	\$ 3,532.00
6/30/2020	198775	J W PEPPER & SON INC	Multiple Invoices	\$ 152.78
6/30/2020	198776	KWIK TRIP, INC.	BG Fuel	\$ 1,500.80
6/30/2020	198778	LASER PRODUCT TECHNOLOGIES	Multiple Invoices	\$ 735.34
6/30/2020	198781	LUEBKE, ERIC	pymt-DJ services	\$ 300.00

## Publication List - Checks over \$100 - August 2020 Meeting

6/30/2020	198782	MACPHAIL CENTER FOR MUSIC	MacPhail Invoice	\$ 5,452.50
6/30/2020	198783	MASTERCARD CORPORATE CLIENTS	Multiple Invoices	\$ 1,181.37
6/30/2020	198784	MENARDS	Multiple Invoices	\$ 117.46
6/30/2020	198787	NEO ELECTRICAL SOLUTIONS LLC	Multiple Invoices	\$ 1,656.48
6/30/2020	198790	RIVER FALLS ACE HARDWARE	Multiple Invoices	\$ 128.13
6/30/2020	198791	VIBRANT HEALTH FAMILY CLINICS	Multiple Invoices	\$ 810.00
6/30/2020	198793	RIVER FALLS MUNICIPAL	Multiple Invoices	\$ 43,598.86
6/30/2020	198797	ST CROIX GAS	Multiple Invoices	\$ 1,256.07
6/30/2020	198798	T-MOBILE	Multiple Invoices	\$ 1,270.20
6/30/2020	198799	TOTAL EXCAVATING LLC	RBES 4K HILL LEVELING	\$ 6,162.00
6/30/2020	198802	VERIZON WIRELESS	June 2020 invoice	\$ 2,724.10
6/30/2020	198803	WAL-MART COMMUNITY	KC Supplies	\$ 311.07
7/30/2020	198887	UNITED STATES TREASURY	PCORI Fees	\$ 1,454.85

## RIVER FALLS BOARD OF EDUCATION MEETING

Monday, August 17, 2020

### Personnel Agenda:

1. Recommended acceptance of the resignation of Jennifer Hannack as part-time Fifth Grade Teacher at Westside Elementary School effective the end of the 2019-20 year.
2. Recommended approval of a request from Kristine Wickboldt for a full-time family and medical leave of absence effective August 24, 2020 through June 8, 2021.
3. Recommended approval of the transfer of Laura Gunnell from full-time Social Studies Teacher at Meyer Middle School to full-time Social Studies Teacher at River Falls High School effective August 24, 2020 (replaces Chad Forde).
4. Recommended approval of the employment of Audrey Johnson as 1.0 FTE Art Teacher at Rocky Branch Elementary School effective August 18, 2020 (replaces Randy Schwark). Ms. Johnson earned bachelor's degrees from Iowa State and from the University of Northern Iowa. She has nine years of teaching experience (Des Moines IA, Orfordville WI, Stillwater MN, and Hudson WI) and her salary will be based on Tier 2, Level 3 of the salary schedule.
5. Recommended approval of the employment of Kiersten Jacobson as 1.0 FTE Fifth Grade Teacher at Greenwood Elementary School effective August 18, 2020 (replaces Marcia Pharis). Ms. Jacobson earned her bachelor's degree from the University of Wisconsin - Superior. She has one year of experience (Somerset WI) and her salary will be based on Tier 1, Level 1 of the salary schedule.
6. Recommended approval of the employment of Sarah Westman as 1.0 FTE Limited Term Fifth Grade Teacher at Westside Elementary School effective August 18, 2020 (replaces Paula Flood). Ms. Westman earned both her bachelor's degree and her master's degree from UW-La Crosse. She has three years of experience (La Crosse WI) and her salary will be based on Tier 1, Level 3M of the salary schedule.
7. Recommended approval of the employment of Jacqueline Graham as 1.0 FTE School Social Worker effective August 18, 2020 (replaces Angela Scott). Ms. Graham earned her bachelor's degree from UW-River Falls and her master's degree from the University of St. Thomas. She has nine years of experience (Hudson, New Richmond, and Baldwin WI) and her salary will be based on Tier 2, Level 4M of the salary schedule.
8. Recommended approval of the employment of Lisa Flanagan as 1.0 FTE Occupational Therapist effective August 18, 2020 (replaces Heather Germain). Ms. Flanagan earned both her bachelor's degree and her master's degree from Concordia University. She has five years of experience (Somerset WI) and her salary will be based on Tier 1, Level 5M of the salary schedule.
9. Recommended approval of the rehiring of the following Substitute Teachers effective September 1, 2020:
  - a. Cassandra Munoz
  - b. Mari Scobey
  - c. Mary Matheson
  - d. Lily Cranston

- e. Michele Sailor
- f. Steve Kaste
- g. Ronald Nelson
- h. Addison Hanson
- i. Melissa Linaberry
- j. Carl Bjornstal

**SCHOOL DISTRICT OF RIVER FALLS**  
River Falls, Wisconsin 54022

662.3

FUND BALANCE

The Board of Education recognizes that maintaining an adequate fund balance in the District's General Fund is essential to the financial stability of the District and sound fiscal management. The Board also recognizes its responsibility to ensure that the District's fund balance resources are used properly and reported in accordance with applicable legal requirements and generally accepted accounting principles.

With these recognitions in mind, the Board sets forth the following policy guidelines for the use and maintenance of fund balance resources in the District:

1. The District's fund balance resources shall be reviewed annually to determine allocation between A) Non-spendable, B) Restricted, C) Committed, D) Assigned, and E) Unassigned fund balance account classifications. When multiple categories of fund balance are available for expenditure, the District will start with the most restricted category and spend those funds first before moving down to the next category with available funds.
2. A majority vote of the membership of the Board shall be required to commit or assign the use of the District's General Fund balance for a specific purpose, or to remove or change a previous fund balance commitment or assignment made by the Board. Board action to commit or assign fund balances shall occur prior to the end of the fiscal year for which the commitment or an assignment is made (June 30) however, the actual amounts to be committed or assigned can be determined in the subsequent fiscal year period.
3. The District will maintain an unassigned fund balance in the General Fund that is equivalent to at least 25%, but not greater than 30% of the anticipated General Fund expenditure budget for the subsequent fiscal year. The purpose of maintaining this fund balance is to provide the District with adequate working capital sufficient to meet cash flow requirements, serve as a safeguard against unexpected expenses or unrealized revenues, and maintain a high credit rating for the District thus reducing District borrowing costs. Should the unaudited year-end fund balance in the General Fund be below the designated minimum, the Board shall develop a plan to replenish the fund balance in the General Fund to the designated minimum level.

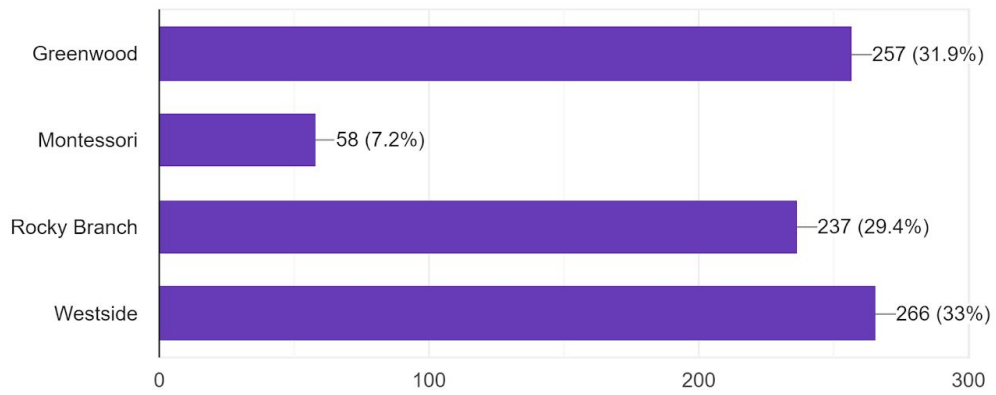
LEGAL REF.:           GASB 54

CROSS REF.:           611, Fiscal Management

APPROVED:           July 18, 2011

### Which school do your students attend?

806 responses



### If we had an early release at 1:30pm on Friday and you had the options listed below, which would you choose most frequently?

809 responses

