

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

Monday, February 19, 2024 - 6:00 PM

District Office

852 E Division Street

River Falls, Wisconsin 54022

Educational Program Committee members: Alan Tuchtenhagen (Chair), Lindsey Curtis, & Cindy Holbrook

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 - 6:00 PM IN THE DISTRICT ADMINISTRATIVE OFFICE CONFERENCE ROOM**

2. **MANNER OF PUBLIC NOTIFICATION OF MEETING**

3. **PLEDGE OF ALLEGIANCE**

4. **HEARING OF VISITORS OR DELEGATIONS**

5. **INFORMATIONAL ITEMS**

A. **Wildcat Pride Awards**

1. Steve Papp

Description: For his outstanding leadership and dedication to the Greenwood Carving Club, which provides a unique learning opportunity for students.

B. **Superintendent, Administrative, and Student Representative Reports**

1. Student Representative Reports

2. Administrative Reports related to Building-Level SMART Goals 2023-24

a. Greenwood and River Falls Public Montessori Elementary

Description: Presentation Link

3. Administrative Report

Description: Referendum Update

Presentation Link

6. **ACTION ITEMS**

A. **Approval of Minutes, bills, and recommended employment**

3

Description: The following have been submitted for approval:

Item 1: January 22, 2024, Regular Board of Education meeting minutes

Item 2: Bills submitted for payment

Item 3: 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 approve February 5, 2024 Educational Program**

16

Committee recommendations

Description: The Educational Program Committee met on February 5, 2024 to approve the preliminary 10th-12th grade Science trip to application to Panama, to review the K-5 English Language Arts adoption process, to hear an update on the Human Growth and Development Advisory Committee, and to see a presentation about the Montessori followed by a tour of the building.

Recommended Action: Approve the preliminary field trip application to Panama, June 2025.

C. **Consideration and/or Action to approve February 12, 2024 Finance & Facilities**

20

Committee recommendations

Description: The Finance and Facilities Committee met on February 12, 2024 to hear a 2023-2024 budget update, to hear a presentation on State Equalization Aid, and to approve the purchase of two (2) support vehicles.

Recommended Action: Approve the purchase of two (2) Suburbans from Cernohous Chevrolet at \$57,500 each plus title and license fees.

D. **Consideration and/or Action to approve February 12, 2024 Personnel Committee**

22

recommendations

Description: The Personnel Committee met on February 12, 2024 to hear a staffing update, to hear an insurance bidding update, to approve the commencement of contract negotiations, and to approve updates to policies 522.1 Drug Free Workplace, 522.4 Staff Conflicts of Interest, 523.1 Staff Health

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Examinations, 523.3 Employee Assistance Program, and 546.1 Resignation of Support Staff Members. The committee also went into closed session for preliminary nonrenewal of certified staff.

Recommended Action:

1. Approve Commencement of Contract Negotiations.
2. Approve the first reading of revised School Board Policy 522.1 Drug Free Workplace.
3. Approve the first reading of revised School Board Policy 522.4 Staff Conflicts of Interest.
4. Approve the first reading of revised School Board Policy 523.1 Staff Health Examinations.
5. Approve the first reading of revised School Board Policy 523.3 Employee Assistance Program.
6. Approve the first reading of revised School Board Policy 546.1 Resignation of Support Staff Members.

E. Approve the second reading of revised School Board Policy 432 - Public School Open Enrollment **33**

Description: The first reading of revised policy 432 - Public School Open Enrollment was approved at the January 22, 2024, Regular Board Meeting.

Recommended Action: Approve the second reading of revised School Board Policy 432 - Public School Open Enrollment.

F. 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.

G. Schedule next Board/Committee meetings

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

Recommended Action: Set the meeting schedule as follows:

Educational Program Committee meeting: Monday, March 4, 2024, 6:00 p.m.

Finance and Facilities Committee meeting: Monday, March 11, 2024, 6:00 p.m.

Personnel Committee meeting: Monday, March 11, 2024, 7:00 p.m. (or immediately following Finance and Facilities)

Regular Board meeting: Monday, March 25, 2024, 6:00 p.m.

Board of Education Retreat: Monday, June 3, 2024, 3:00 p.m.

All of the above meetings will be held at the District Office Conference Room, 852 E. Division Street unless noted otherwise.

7. ADJOURN

School District of River Falls
Regular Board Meeting
Monday, January 22, 2024 - 6:00 PM
District Office, 852 E Division Street
River Falls, Wisconsin 54022

The regularly scheduled meeting of the River Falls Board of Education was called to order on Monday, January 22, 2024 at the District Office, 852 E Division Street, River Falls, Wisconsin 54022. 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*, *Pierce County Journal*, WEVR Radio Station, and the *Eau Claire Leader-Telegram*.

PRESENT

President Stacy Johnson Myers, Vice President Cindy Holbrook, Clerk Alan Tuchtenhagen, Treasurer Mike Miller, members Bob Casey, Alison Page (arrived 6:03), and student representative Lilliana Ehresmann-Levander. Also present were Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, Director of Academic Services Nate Schurman, and Director of Finance & Facilities Lynette Coy. High School Music Teachers Bryan Jaeckel, Alex Plum, Carolyn Loney, and Sarah Plum. Middle School Music Teachers Jacy Walker, Joe Coughlin, and Mike Fuller. Rocky Branch Music Teacher Emma Cruciani and Westside Music Teacher Nate McReynolds.

HEARING OF VISITORS OR DELEGATIONS

Community members asked for information/transparency on 9th grade curriculum, equity training/resources, and the DPI report cards.

INFORMATIONAL ITEMS

A. Wildcat Pride Awards

1. River Falls High School Marching Band was congratulated for winning the Class AAA State Marching Band Championship last October.
2. School District of River Falls Music Department was recognized for being named a 2023 Best Community for Music Education by the National Association of Music Merchants.

B. Superintendent, Administrative, and Student Representative Reports

1. Student Representative Reports
Ehresmann-Levander shared that club competition season is gearing up and that students are looking forward to the new semester.
2. Administrative Reports related to Building-Level SMART Goals 2023-24
Rocky Branch and Westside Elementary
Bingenheimer and Kamrath shared an update on their building level goals including learning how their counterparts at other buildings implement the various components of Everyday Math at the November Inservice.
3. Superintendent Report
Benson informed that the final push for information about the potential referendum will take place in the last few weeks leading up to Election Day. This will include the release of two videos. Additionally, Benson briefly mentioned that an update on the School Forest will be presented at the upcoming Board of Education meeting.

ACTION ITEMS

- A. Johnson Myers reviewed the minutes, bills, and recommended employment items on the Agenda. Miller moved, seconded by Page that the Board approve the following:
1. The Minutes from the December 18, 2023 Regular Board of Education meeting.
 2. Accounts Payable and Payroll payments in the amount of \$3,706,775.42.
 3. Pursuant to Board Policy which references Wisconsin Statutes Sections 111, 118, and 121, approval of the following employment recommendations: 1. Recommended approval of the employment of Emily Brunshon as full-time long term substitute Upper Elementary Teacher at River Falls Public Montessori Elementary School effective January 22, 2024 through April 4, 2024 (for Mitch Burow). 2. Recommended approval of the employment of Hannah Gagnelius as full-time long term substitute Grade 2 Teacher at Greenwood Elementary School effective approximately February 20, 2024 through May 17, 2024 (for Rachel Hosszu). 3. Recommended approval of the increased employment of Julie Webb, Reading Teacher at River Falls Public Montessori Elementary School, from 0.6 FTE to 0.75 FTE effective January 16, 2024 through

June 6, 2024. 4. Recommended approval of the hiring of the following short-term, on call Substitute Teachers: a. Timothy Jahnke b. Mitch Burow c. Kennedy Shackleton d. Hannah Gagnelius 5. Recommended acceptance of the resignation of Christine Engel as full-time Spanish Teacher at River Falls High School effective the end of the 2023-24 year. Ms. Engel will retire after 15 years of service with the district.
Motion carried unanimously (6-0).

B. Consideration and/or Action to approve January 8, 2024 Educational Program Committee recommendations

The Educational Program Committee met on January 8, 2024 to approve the girl's hockey co-op, to approve the memo to establish seats for open enrollment, to review school board policy 432 Public School Open Enrollment, to approve the district's notice of educational options, and finally to review the 2022-2023 district report card.

1. Tuchtenhagen motioned, seconded by Casey to approve the Girl's Hockey Co-Op. Motion carried unanimously (6-0).
2. Tuchtenhagen motioned, seconded by Holbrook to approve the memo to establish seats for Open Enrollment. Motion carried unanimously (6-0).
3. Holbrook motioned, seconded by Miller to approve the first reading of revised school board policy 423 Public School Open Enrollment. Motion carried unanimously (6-0).
4. Tuchtenhagen motioned, seconded by Holbrook to approve the District's Notice of Educational Options. Motion carried unanimously (6-0).

C. Consideration and/or Action to approve January 15, 2024 Finance & Facilities Committee recommendations

The Finance and Facilities Committee met on January 15, 2024 to hear a 2023-2024 budget update and the Food Service Management Company RFP update. The approval of the Fleet Vehicle purchase was tabled.
No action, informational only.

D. Consideration and/or Action to approve January 15, 2024 Personnel Committee recommendations

The Personnel Committee met on January 15, 2024 to review the Human Resources website, to review the High School Assistant Principal job descriptions, to review the Director of Human Resources and Leadership Development job description, to hear a staffing update, and finally to hear an insurance bidding update.

1. Johnson Myers motioned, seconded by Holbrook to approve the revised High School Assistant Principal job descriptions. Motion carried unanimously (6-0).
2. Johnson Myers motioned, seconded by Casey to approve the revised Director of Human Resources and Leadership Development job description. Motion carried unanimously (6-0).

E. Approve the School Forest Handbook

District Administration will present the School Forest Handbook for approval.
The approval of the School Forest Handbook was tabled for further review.

F. Acknowledge for the record the actions taken in regard to the 2024 Spring School Board Election

Pursuant to Wisconsin statutes, the school district clerk must verify/certify school board candidates, designate the names as they are to appear on the ballot, determine the need for a primary, supervise drawing and names for placement on the ballot, and notify municipal clerks for the spring school board election.

Johnson Myers motioned, seconded by Casey to acknowledge for the record the actions taken in regard to the 2024 Spring School Board Election. Motion carried unanimously (6-0).

G. 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.
School Forest Update

H. Schedule next Board/Committee meetings

Set the meeting schedule as follows:

Educational Program Committee meeting: Monday, February 5, 2024, 6:00 p.m. (*River Falls Public Montessori Elementary, 421 W. Maple St.*)

Finance and Facilities Committee meeting: Monday, February 12, 2024, 6:00 p.m.

Personnel Committee meeting: Monday, February 12, 2024, 7:00 p.m. (or immediately following Finance and Facilities)

Regular Board meeting: Monday, February 19, 2024, 6:00 p.m.

All of the above meetings will be held at the District Office Conference Room, 852 E. Division Street unless noted otherwise.

ADJOURNMENT

President Johnson Myers declared the meeting adjourned at 7:09 p.m.

SCHOOL DISTRICT OF RIVER FALLS
River Falls , Wisconsin 54022

February 2024 Board Meeting

Accounts Payable	AMOUNT
Checks # 215627 - 216189	\$900,777.28
ACH #	\$0.00
Wires The Standard, Mn Life, Medica, EFTPS Delta, WEA, Wis Deferred Comp EBC, HSA Bank, Payroll Taxes, Garnishment WRS-Retirement	\$1,514,611.78
NSF	
Void 192086,215294,215600,215819,215976	-\$7,264.51

PAYROLL

Checks #	\$0.00
ACH # 997382387 - 997383643	\$1,575,126.79
Void	\$0.00

\$3,983,251.34

Actual

FNB - General Money Market Balance	\$10,523,589.87
RCU - Money Market Balance	\$115,240.70

Publication List - Checks over \$100 - Feb 2024 Meeting

POST	CHECK		INVOICE	
DATE	NUMBER	VENDOR	DESCRIPTION	AMOUNT
1/5/2024	215627	A & C KITCHEN EXHAUST SERVICES	Hood Cleaning	\$ 2,000.00
1/5/2024	215628	ACCESS SECURITY INC.	Multiple Invoices	\$ 2,016.00
1/5/2024	215629	ADVANCED LIGHT & SOUND LLC	Design Services	\$ 400.00
1/5/2024	215630	ALFVEBY, DENNIS	Accompanist Fee	\$ 300.00
1/5/2024	215634	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 4,042.95
1/5/2024	215636	ANTCZAK, THANE	officiating fees	\$ 475.00
1/5/2024	215637	ANTCZAK, TONY	officiating fees	\$ 475.00
1/5/2024	215638	AUTO VALUE	Multiple Invoices	\$ 154.85
1/5/2024	215640	BALDWIN LIGHTSTREAM	internet/phone	\$ 1,601.84
1/5/2024	215641	BAUER BUILT INC	Multiple Invoices	\$ 734.58
1/5/2024	215644	BOWMAN, TIMOTHY	officiating fees	\$ 180.00
1/5/2024	215645	BRANDVOLD, DAVID	officiating fees	\$ 475.00
1/5/2024	215646	BRATHOL, DYLAN	officiating fees	\$ 120.00
1/5/2024	215648	BSN SPORTS	scoring table	\$ 5,827.50
1/5/2024	215651	CAMERON, WYATT	musical contractor	\$ 550.00
1/5/2024	215652	CAMPBELL, GARY	officiating fees	\$ 120.00
1/5/2024	215653	CAPITAL ONE	Multiple Invoices	\$ 1,567.68
1/5/2024	215655	CARRILLO MENDEZ, MICHELLE	Reim mileage	\$ 104.41
1/5/2024	215656	CERNOHOUS CHEVROLET	Replace sensors	\$ 238.56
1/5/2024	215657	CHICAGO DISTRIBUTION CENTER	Multiple Invoices	\$ 160.95
1/5/2024	215659	CINTAS	Multiple Invoices	\$ 623.09
1/5/2024	215660	COMPUTER INTEGRATION TECHNOLOGIES INC	Multiple Invoices	\$ 3,264.48
1/5/2024	215661	COLLEGE BOARD	PSAT	\$ 227.16
1/5/2024	215662	COOK, MCKENNA	Reim mileage	\$ 103.10
1/5/2024	215665	DAN PAULUS	CE Catalog	\$ 1,200.00
1/5/2024	215666	DECHEINE, LAURA	Reim supplies	\$ 167.88
1/5/2024	215667	DICK'S MARKET	Multiple Invoices	\$ 2,223.97
1/5/2024	215668	DNA AV INTEGRATORS LLC	Multiple Invoices	\$ 614.82
1/5/2024	215669	DOWD, AIDEN	officiating fees	\$ 180.00
1/5/2024	215670	DUET RESOURCE GROUP/DJMI	tables	\$ 1,052.48
1/5/2024	215671	DUPREE, JAY	officiating fees	\$ 160.00
1/5/2024	215672	DURAND, JACOB	officiating fees	\$ 170.00
1/5/2024	215674	EXPRESS SERVICES INC	Multiple Invoices	\$ 6,214.32
1/5/2024	215675	FACTORY MOTOR PARTS COMPANY	BG SUPPLIES	\$ 475.44
1/5/2024	215676	FAIRVIEW CLINICS	DOT Exam	\$ 122.00
1/5/2024	215677	FALLS THEATER	MMS FT	\$ 756.00
1/5/2024	215678	FAMILY FRESH - SPARTANNASH	Multiple Invoices	\$ 151.18
1/5/2024	215679	FAST COPY CENTER	Multiple Invoices	\$ 1,545.40
1/5/2024	215680	FEISTHAUER, CHRISTINA	CE Class Pymt	\$ 256.50
1/5/2024	215681	FOOD SERVICE-SDRF	NB food	\$ 6,973.35
1/5/2024	215684	GAIER, JASON	officiating fees	\$ 170.00
1/5/2024	215686	GLASS EXPRESS INC	Replace Windshield	\$ 250.00
1/5/2024	215689	GUTHRIE THEATER	CE Tx Pymt	\$ 428.60
1/5/2024	215691	HARRIS	Multiple Invoices	\$ 4,237.00

Publication List - Checks over \$100 - Feb 2024 Meeting

1/5/2024	215694	HILE, CHARLES	officiating fees	\$ 475.00
1/5/2024	215695	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 958.50
1/5/2024	215696	HUB 70 DESIGN AND PRINT	Multiple Invoices	\$ 1,384.20
1/5/2024	215697	HUDSON PHYSICIANS	Training Services	\$ 3,434.28
1/5/2024	215698	HUDSON SENIOR HIGH	Dance Team Reg	\$ 150.00
1/5/2024	215699	HUEBSCH	Multiple Invoices	\$ 1,583.58
1/5/2024	215700	INFINITE CAMPUS	license/support	\$ 2,100.00
1/5/2024	215701	INTERNATIONAL FILTRATION SERVICES, INC.	Multiple Invoices	\$ 10,444.92
1/5/2024	215702	J H LARSON COMPANY	Bulbs	\$ 2,011.80
1/5/2024	215707	KETCHUM, BRUCE	officiating fees	\$ 160.00
1/5/2024	215710	KWIK TRIP, INC.	Fuel	\$ 1,871.24
1/5/2024	215711	LAFORCE	Multiple Invoices	\$ 9,217.39
1/5/2024	215713	LAUGHERY, NED	officiating fees	\$ 475.00
1/5/2024	215715	LHB, INC.	Multiple Invoices	\$ 1,370.00
1/5/2024	215720	LOFFLER COMPANIES, INC.	Multiple Invoices	\$ 3,143.17
1/5/2024	215721	MACKIN EDUCATIONAL RESOURCES	Multiple Invoices	\$ 5,272.57
1/5/2024	215722	MACSWAIN, JIM	officiating fees	\$ 475.00
1/5/2024	215723	MARUSAK, BEN	officiating fees	\$ 475.00
1/5/2024	215724	MARUSAK, MATT	officiating fees	\$ 475.00
1/5/2024	215725	MCCONE FOODS, INC.	supplies	\$ 1,600.00
1/5/2024	215727	MENARDS	Multiple Invoices	\$ 240.07
1/5/2024	215728	MENOMONIE HIGH SCHOOL	WIAA - BBB invite	\$ 250.00
1/5/2024	215729	MENOMONIE SCHOOL DISTRICT	Dance Team Reg	\$ 240.00
1/5/2024	215730	MERIDIAN CONSULTING GROUP	Health/Safety	\$ 1,440.00
1/5/2024	215731	MEYER, CASSANDRA	Multiple Invoices	\$ 309.72
1/5/2024	215732	MIDWEST BUS PARTS INC	Booster Pump	\$ 311.56
1/5/2024	215733	MINNESOTA CHEMICAL	Washing mach. Parts	\$ 719.25
1/5/2024	215734	MISSISSIPPI WELDERS SUPPLY	Multiple Invoices	\$ 475.01
1/5/2024	215735	MOOSE LODGE #594	Santa Brkfst	\$ 105.80
1/5/2024	215737	NATIONAL RESTAURANT ASSOC. SOLUTIONS LLC	supplies	\$ 936.51
1/5/2024	215739	NEO ELECTRICAL SOLUTIONS LLC	Multiple Invoices	\$ 2,602.63
1/5/2024	215740	NIENHUIS MONTESSORI USA, INC	supplies	\$ 237.03
1/5/2024	215741	NORTH CENTRAL INTERNATIONAL, LLC	supplies	\$ 420.00
1/5/2024	215742	NYGAARD, SHALYN	photography	\$ 500.00
1/5/2024	215743	NYHUS, TRENTON	officiating fees	\$ 150.00
1/5/2024	215744	O'ROURKE MEDIA GROUP-MINNESOTA, LLC	Multiple Invoices	\$ 420.71
1/5/2024	215745	ONSITE APPAREL	apparel	\$ 202.50
1/5/2024	215746	OTTO, BRIAN	officiating fees	\$ 160.00
1/5/2024	215747	OTTO, DYLAN	Multiple Invoices	\$ 310.00
1/5/2024	215748	PARAGON DEVELOPMENT SYSTEMS INC	TV Carts	\$ 1,650.00
1/5/2024	215749	PARSONS, JEFF	officiating fees	\$ 475.00
1/5/2024	215750	PECHACEK, ROBERT	officiating fees	\$ 120.00
1/5/2024	215751	PRYOR, WILLIAM	officiating fees	\$ 120.00
1/5/2024	215752	RAPTOR TECHNOLOGIES	Multiple Invoices	\$ 805.00
1/5/2024	215754	READ NATURALLY INC	Read Live	\$ 690.00
1/5/2024	215756	RELIANCE ELECTRIC MOTORS	Motor repair	\$ 140.96
1/5/2024	215757	RF REN PROJECT, LLC	Base Rent & Insur	\$ 18,109.91

Publication List - Checks over \$100 - Feb 2024 Meeting

1/5/2024	215758	RICHARTZ, GRAYDON	officiating fees	\$ 160.00
1/5/2024	215759	RICHISON, JAMES II	officiating fees	\$ 140.00
1/5/2024	215760	RIVER CITY DISPOSAL, INC.	Multiple Invoices	\$ 3,639.68
1/5/2024	215761	RIVER FALLS WRESTLING BOOSTERS	matt rental	\$ 3,500.00
1/5/2024	215763	RIVERSIDE INSIGHTS	supplies	\$ 284.35
1/5/2024	215764	RIVER FALLS ACE HARDWARE	Multiple Invoices	\$ 317.70
1/5/2024	215765	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 4,266.85
1/5/2024	215766	ROTARY CLUB OF RIVER FALLS	Multiple Invoices	\$ 250.00
1/5/2024	215770	SECURITY CHECK ME INC	Bkgrd checks	\$ 126.00
1/5/2024	215771	SILVER, CHRISTOPHER	Reim supplies	\$ 291.26
1/5/2024	215772	SOLBERG, STACY	CE Class Pymt	\$ 576.00
1/5/2024	215774	STAPLES -(PAPER)	Multiple Invoices	\$ 1,164.25
1/5/2024	215777	STEP SAVER, INC.	Salt	\$ 289.50
1/5/2024	215779	TOMLINSON, MARK	CE Class Pymt	\$ 896.00
1/5/2024	215780	TRI STATE BOBCAT, INC.	Service Call	\$ 3,009.05
1/5/2024	215782	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 200.00
1/5/2024	215783	UW-EAU CLAIRE DANCE TEAM	Dance invite	\$ 292.50
1/5/2024	215785	WASBO	Conf Reg	\$ 395.00
1/5/2024	215787	WERMC	2023-2024 Dues	\$ 3,977.47
1/5/2024	215788	WILSON LANGUAGE TRAINING CORP.	supplies	\$ 116.64
1/5/2024	215789	WI ASSOC OF FFA	membership	\$ 1,050.00
1/5/2024	215790	WI SCTF	Payroll accrual	\$ 127.51
1/5/2024	215791	WISCONSIN DEPT. OF REVENUE	Payroll accrual	\$ 239.08
1/10/2024	215794	AIR COMMUNICATIONS OF WI, INC	repeater rent	\$ 581.28
1/10/2024	215795	ALBRECHT, SEAN	officiating fees	\$ 260.00
1/10/2024	215796	ALBRECHT, TYLER	officiating fees	\$ 240.00
1/10/2024	215798	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 1,539.65
1/10/2024	215800	ARCHKEY TECHNOLOGIES	Service Call	\$ 326.00
1/10/2024	215801	ARROW BUILDING CENTER	supplies	\$ 220.04
1/10/2024	215802	AT&T	715 425-1803 147 0	\$ 1,382.21
1/10/2024	215803	AUTO VALUE	Multiple Invoices	\$ 103.36
1/10/2024	215805	BAUER BUILT INC	BG expense	\$ 2,631.24
1/10/2024	215807	CAMPBELL, GARY	officiating fees	\$ 180.00
1/10/2024	215809	CANON FINANCIAL SERVICES, INC.	Multiple Invoices	\$ 3,257.56
1/10/2024	215812	CINTAS	BG Expense	\$ 291.77
1/10/2024	215813	CONNOLLY, TROY	CE Class Pymt	\$ 135.00
1/10/2024	215816	DUET RESOURCE GROUP/DJMI	REN Furniture Dep	\$ 22,191.93
1/10/2024	215818	EVANS, KORY	officiating fees	\$ 150.00
1/10/2024	215819	FLYOVER ACCAPELLE FESTIVAL/MIXCO	registration fee	\$ 1,797.00
1/10/2024	215820	GENERATION GENIUS, INC.	science/math acct	\$ 299.00
1/10/2024	215822	GRAINGER	maint supplies	\$ 463.08
1/10/2024	215823	GRAPHIC DESIGN INC.	CE Catalog	\$ 6,028.76
1/10/2024	215824	HANSEN, RICHARD	Travel Expenses	\$ 383.83
1/10/2024	215825	HASKINS, MAXWELL	officiating fees	\$ 180.00
1/10/2024	215826	HERUM, NATASHA	Reim supplies	\$ 421.20
1/10/2024	215827	HIGH INTEREST PUBLISHING	Title I books	\$ 120.45
1/10/2024	215828	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 7,220.16

Publication List - Checks over \$100 - Feb 2024 Meeting

1/10/2024	215830	IDENTISYS INC	supplies	\$ 214.98
1/10/2024	215834	LOY, KATRINA	Reim membership	\$ 225.00
1/10/2024	215835	MACKIN EDUCATIONAL RESOURCES	Multiple Invoices	\$ 8,584.14
1/10/2024	215836	MARK'S PLUMBING PARTS	Maint supplies	\$ 1,146.13
1/10/2024	215837	MATH MASTERS	Team Reg	\$ 360.00
1/10/2024	215842	MC GRAW-HILL COMPANIES	supplies	\$ 118.55
1/10/2024	215843	MINUTEMAN PRESS	Wiley's Stickers	\$ 125.93
1/10/2024	215848	ORPHEUM THEATRE	CE Tickets	\$ 7,923.00
1/10/2024	215849	PIERCE COUNTY SOLID WASTE DEPT	Tire Disposal	\$ 196.00
1/10/2024	215851	PETE'S PIZZA	concession food	\$ 285.00
1/10/2024	215853	RIVER CITY STITCH LLC	New emp gift cert.	\$ 624.27
1/10/2024	215855	RIVER FALLS MUNICIPAL	Multiple Invoices	\$ 58,184.30
1/10/2024	215856	RIVERLAND LASER LLC	gymnastics	\$ 525.00
1/10/2024	215857	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 1,691.61
1/10/2024	215860	SANOCKI, MIKAYLA	Reim mileage	\$ 150.58
1/10/2024	215861	SCHOOL SPECIALTY	Emma Rug	\$ 616.46
1/10/2024	215862	SECURITY CHECK ME INC	bkgd checks	\$ 133.00
1/10/2024	215866	ST CROIX GAS	Multiple Invoices	\$ 16,914.18
1/10/2024	215868	THE LINE UP	Multiple Invoices	\$ 1,909.00
1/10/2024	215869	TRIMARK	Multiple Invoices	\$ 78,418.55
1/10/2024	215870	UW-LACROSSE-CASHIER'S OFFICE	Scholarship pymt	\$ 500.00
1/10/2024	215871	UW-MADISON-BURSARS OFFICE	Scholarship Pymt	\$ 500.00
1/10/2024	215872	UW-RIVER FALLS STUDENT BILLING	Scholarship pymt	\$ 500.00
1/10/2024	215873	UW-RIVER FALLS STUDENT BILLING	Scholarship pymt	\$ 500.00
1/10/2024	215874	WASBO	Conf Reg	\$ 395.00
1/10/2024	215878	WILLIAM V MACGILL AND CO	Health Supplies	\$ 1,504.32
1/10/2024	215879	WISCONSIN EMERGENCY MANAGEMENT	Multiple Invoices	\$ 1,225.00
1/17/2024	215881	ALBRECHT, SEAN	officiating fees	\$ 160.00
1/17/2024	215882	ALBRECHT, VICTOR	CE Check Reissue	\$ 582.75
1/17/2024	215883	ALISON'S MONTESSORI	supplies	\$ 103.00
1/17/2024	215884	ALLEN, ZACHARY	Multiple Invoices	\$ 234.00
1/17/2024	215890	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 3,584.69
1/17/2024	215892	ARCHKEY TECHNOLOGIES	Install card reader	\$ 2,970.00
1/17/2024	215894	AT&T BUSINESS DIRECT	Multiple Invoices	\$ 1,678.12
1/17/2024	215896	BESTUL, DAVE	officiating fees	\$ 160.00
1/17/2024	215897	BLICK ART MATERIALS	Multiple Invoices	\$ 1,157.53
1/17/2024	215899	BONTE, JOLENE	NB expert svcs	\$ 1,398.23
1/17/2024	215900	BOWMAN, TIMOTHY	officiating fees	\$ 140.00
1/17/2024	215902	BRUNS, JULIE	officiating fees	\$ 275.00
1/17/2024	215903	BSN SPORTS	Multiple Invoices	\$ 638.00
1/17/2024	215904	C & L COMMUNICATIONS INC	Dec 2023 Locates	\$ 612.00
1/17/2024	215905	CARLSON, JOEL	Reim supplies	\$ 151.86
1/17/2024	215910	CESA 11	Multiple Invoices	\$ 2,957.00
1/17/2024	215911	CESA # 4	Conf Reg	\$ 300.00
1/17/2024	215912	CESA 9	WVS Classes	\$ 20,010.00
1/17/2024	215913	CHARTWELLS	Dec Invoice	\$ 231,009.10
1/17/2024	215914	CHIPPEWA FALLS HIGH SCHOOL	FBLA Conf	\$ 300.00

Publication List - Checks over \$100 - Feb 2024 Meeting

1/17/2024	215915	CINTAS	BG Expense	\$ 291.77
1/17/2024	215916	CLIFTONLARSONALLEN LLP	Audit services	\$ 4,200.00
1/17/2024	215917	COYLE, MATTHEW	officiating fees	\$ 160.00
1/17/2024	215918	DELUCA, KARI	Reim Conf hotel	\$ 114.00
1/17/2024	215919	DUBOIS, RICHARD	officiating fees	\$ 160.00
1/17/2024	215921	ELLSWORTH COMMUNITY SCHOOL DISTRICT	Homeless Transport	\$ 353.93
1/17/2024	215922	EPSTEIN, GARY	Driver Meals	\$ 129.00
1/17/2024	215923	ERICKSON, KARL	Driver Meals	\$ 143.00
1/17/2024	215924	EVANS, KORY	officiating fees	\$ 160.00
1/17/2024	215925	EXPRESS SERVICES INC	Sub Fulfillment	\$ 969.92
1/17/2024	215926	FIRELINE SPRINKLER, LLC	svc call	\$ 1,246.00
1/17/2024	215927	FORK FARMS LLC	supplies	\$ 174.85
1/17/2024	215929	GRAINGER	Maint supplies	\$ 136.43
1/17/2024	215930	GRAPHIC DESIGN INC.	Survey work	\$ 3,782.76
1/17/2024	215931	GRAY, TANIA	officiating fees	\$ 275.00
1/17/2024	215932	H&B SPECIALIZED PRODUCTS, INC	Bleacher Repair	\$ 2,955.00
1/17/2024	215933	HALLBERG ENGINEERING INC	Ren proj	\$ 1,000.00
1/17/2024	215934	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 11,365.67
1/17/2024	215935	HOENISCH, CINDY	officiating fees	\$ 175.00
1/17/2024	215937	HUDSON PHYSICIANS	Multiple Invoices	\$ 948.00
1/17/2024	215938	INTERNATIONAL FILTRATION SERVICES, INC.	Multiple Invoices	\$ 2,218.09
1/17/2024	215939	JAECKEL, BRYAN	Multiple Invoices	\$ 571.72
1/17/2024	215941	J W PEPPER & SON INC	Multiple Invoices	\$ 240.99
1/17/2024	215942	KAHUT-LOOMIS, MICHELLE	officiating fees	\$ 275.00
1/17/2024	215943	KUPKA, EMILY	officiating fees	\$ 275.00
1/17/2024	215944	LAFORCE	coat rack material	\$ 1,529.60
1/17/2024	215946	LOFFLER COMPANIES, INC.	Multiple Invoices	\$ 3,059.83
1/17/2024	215948	LUCAS, MARY JEAN	officiating fees	\$ 275.00
1/17/2024	215951	MASTERCARD CORPORATE CLIENTS	Multiple Invoices	\$ 15,786.16
1/17/2024	215952	MAUGHAN, DASHLE	officiating fees	\$ 160.00
1/17/2024	215953	MENARDS	Multiple Invoices	\$ 645.86
1/17/2024	215954	MERKATORIS, AMBER	HOSA Fee	\$ 120.00
1/17/2024	215957	NARDINI FIRE EQUIPMENT	Multiple Invoices	\$ 1,180.00
1/17/2024	215958	NELSON, ANN	Reim ASHA	\$ 253.00
1/17/2024	215959	NELSON, BRIAN	Driver Meals	\$ 184.00
1/17/2024	215960	NELSON, CRAIG	Driver Meals	\$ 106.00
1/17/2024	215962	PAOLI CLAY COMPANY, INC	Art class clay	\$ 520.00
1/17/2024	215963	PARTS TOWN, LLC	supplies	\$ 135.79
1/17/2024	215964	PAUL H. BROOKES PUBLISHING COMPANY INC.	Subscription	\$ 149.95
1/17/2024	215965	POWER DISTRIBUTORS	Engines for lab	\$ 688.39
1/17/2024	215966	PURELAND SUPPLY	Projector Lamp	\$ 224.00
1/17/2024	215967	REGENTS - UNIV OF MINNESOTA	Field Trip	\$ 792.00
1/17/2024	215969	RF REN PROJECT, LLC	Real Estate Taxes	\$ 342.95
1/17/2024	215970	RIVER CITY STITCH LLC	apparel	\$ 260.00
1/17/2024	215971	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 984.24
1/17/2024	215973	SCHERZ, RYAN	Reim team building	\$ 263.99
1/17/2024	215974	SHERWIN WILLIAMS CO	Multiple Invoices	\$ 592.81

Publication List - Checks over \$100 - Feb 2024 Meeting

1/17/2024	215975	SISKO, RYAN	officiating fees	\$ 140.00
1/17/2024	215976	SMARTPASS, LLC	Hall pass pro	\$ 4,624.76
1/17/2024	215977	SMITH, JENNIFER	officiating fees	\$ 175.00
1/17/2024	215978	SNAKE DISCOVERY, LLC	Eco Day Pres.	\$ 340.00
1/17/2024	215981	STAPLES -(PAPER)	Multiple Invoices	\$ 1,416.89
1/17/2024	215982	STEEL TOWNE R.F.	supplies	\$ 221.27
1/17/2024	215983	THE LUMBERJACK	Wellness Grant	\$ 321.28
1/17/2024	215984	THIESING, SCOTT SR	officiating fees	\$ 140.00
1/17/2024	215985	TINYMOBILEROBOTS US LLC	Marker Pro X	\$ 6,665.00
1/17/2024	215986	TURCOTTE, AMBER	officiating fees	\$ 175.00
1/17/2024	215987	TWIN CITY FILTER SERVICE, INC	filters	\$ 543.56
1/17/2024	215988	UW EAU CLAIRE CASHIERS OFFICE	scholarship pymt	\$ 1,000.00
1/17/2024	215989	VERIZON WIRELESS	Cell Phones	\$ 1,985.63
1/24/2024	215992	AEP CONNECTIONS LLC	webinar reg	\$ 179.00
1/24/2024	215995	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 3,317.62
1/24/2024	215996	APPLETON EAST FORENSICS	Forensic tourn reg	\$ 470.00
1/24/2024	216000	BSN SPORTS	Multiple Invoices	\$ 1,126.00
1/24/2024	216001	CAMPBELL, GARY	officiating fees	\$ 120.00
1/24/2024	216004	CHRISTENSEN, CARTER	officiating fees	\$ 140.00
1/24/2024	216005	CINTAS	BG Expense	\$ 291.77
1/24/2024	216006	COMPUTER INTEGRATION TECHNOLOGIES INC	Multiple Invoices	\$ 3,672.00
1/24/2024	216007	CLIFTONLARSONALLEN LLP	Audit invoice	\$ 2,467.50
1/24/2024	216008	CONFIDENTIAL RECORDS, INC.	Multiple Invoices	\$ 199.80
1/24/2024	216012	EXPRESS SERVICES INC	sub fulfillment	\$ 2,812.40
1/24/2024	216013	FAMILYMEANS	EAP Sessions	\$ 1,728.00
1/24/2024	216015	FILARSKY, SARA	Reim supplies	\$ 162.92
1/24/2024	216016	FOLLSTAD, JAMIESON	Reim mileage	\$ 204.36
1/24/2024	216017	GARDYN INC.	supplies	\$ 249.40
1/24/2024	216018	GEMINI ATHLETIC WEAR INC.	hockey jerseys	\$ 7,569.69
1/24/2024	216020	GLAUBITZ, GABE	officiating fees	\$ 115.00
1/24/2024	216021	GORMAN, ASHLEY	Reim supplies	\$ 108.54
1/24/2024	216022	HARRIS	Chiller Maint	\$ 480.00
1/24/2024	216023	HASKINS, MAXWELL	officiating fees	\$ 120.00
1/24/2024	216024	HERMANN, SUSAN	Inservice and Conf	\$ 160.00
1/24/2024	216025	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 136.13
1/24/2024	216026	HORIZON COMMERCIAL POOL SUPPLY-INC	pool supplies	\$ 2,073.75
1/24/2024	216029	J W PEPPER & SON INC	supplies	\$ 109.50
1/24/2024	216030	KAT PERKINS MUSIC, INC.	Guest Speaker	\$ 1,250.00
1/24/2024	216031	KINNEY, JEANNE	Multiple Invoices	\$ 134.00
1/24/2024	216035	MAGNA-TILES	media supplies	\$ 1,487.78
1/24/2024	216036	MAGNUSON, JEFF	officiating fees	\$ 200.00
1/24/2024	216037	MANSFIELD OIL COMPANY OF GAINSVILLE, INC	Fuel	\$ 21,421.18
1/24/2024	216039	MARK'S PLUMBING PARTS	plumbing supplies	\$ 460.64
1/24/2024	216040	MATH MASTERS	registration	\$ 140.00
1/24/2024	216041	MAUGHAN, DASHLE	officiating fees	\$ 160.00
1/24/2024	216043	MILLER, MIKE	Travel Expenses	\$ 456.80
1/24/2024	216045	MINNESOTA ORCHESTRA	Field Trip	\$ 700.00

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Publication List - Checks over \$100 - Feb 2024 Meeting

1/24/2024	216046	MISSISSIPPI WELDERS SUPPLY	Multiple Invoices	\$ 116.00
1/24/2024	216047	MITHUN, TERESA	Accompanist	\$ 400.00
1/24/2024	216050	O'REILLY AUTO PARTS	BKD GLASS-R	\$ 105.99
1/24/2024	216051	O'ROURKE MEDIA GROUP-MINNESOTA, LLC	Multiple Invoices	\$ 103.52
1/24/2024	216052	OFFICE ENTERPRISES, INC.	Ink Cartridge	\$ 194.44
1/24/2024	216053	OHMANN, SAMANTHA	Larson Transport	\$ 563.30
1/24/2024	216054	PARAGON DEVELOPMENT SYSTEMS INC	HP printer	\$ 199.00
1/24/2024	216058	RF REN PROJECT, LLC	Rent/insurance	\$ 18,109.91
1/24/2024	216059	RICHARTZ, GRAYDON	officiating fees	\$ 160.00
1/24/2024	216060	SADDLEBACK EDUCATIONAL INC	books	\$ 928.98
1/24/2024	216062	STAPLES -(PAPER)	Multiple Invoices	\$ 1,344.34
1/24/2024	216065	STEVE WEISS MUSIC	supplies	\$ 1,521.85
1/24/2024	216066	STICHT, IAN	GBB Team Meals	\$ 374.69
1/24/2024	216067	T-MOBILE	Multiple Invoices	\$ 672.20
1/24/2024	216068	TARTAN SENIOR HIGH SCHOOL	WIAA Contest - BSW	\$ 150.00
1/24/2024	216070	TEACHER SYNERGY LLC	supplies	\$ 277.99
1/24/2024	216071	U.S. DEPARTMENT OF THE TREASURY	Payroll accrual	\$ 107.11
1/24/2024	216072	UNITED RENTALS (NORTH AMERICA), INC	Multiple Invoices	\$ 1,398.07
1/24/2024	216073	UNIVERSITY OF MINNESOTA	Griak Indoor Meet	\$ 500.00
1/24/2024	216074	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 200.00
1/24/2024	216077	WI SCTF	Payroll accrual	\$ 127.51
1/24/2024	216078	WISCONSIN DEPT. OF REVENUE	Payroll accrual	\$ 388.88
1/24/2024	216079	WORLD'S FINEST CHOCOLATE	supplies	\$ 828.00
1/24/2024	216081	YOURMEMBERSHIP.COM INC	job posting	\$ 709.00
1/31/2024	216083	ADA SPORTS & RACKETS, LLC	PE Equipment	\$ 806.00
1/31/2024	216088	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 3,818.80
1/31/2024	216089	ARCHKEY TECHNOLOGIES	Multiple Invoices	\$ 308.00
1/31/2024	216091	AUTO VALUE	Multiple Invoices	\$ 177.27
1/31/2024	216092	AVHS SPEECH & DEBATE ALUMNI ASSOCIATION	speech tourn.	\$ 163.00
1/31/2024	216093	BAUER BUILT INC	supplies	\$ 299.36
1/31/2024	216095	BRANDVOLD, KARIN	Multiple Invoices	\$ 309.18
1/31/2024	216096	BRICKHOUSE MUSIC, LLC	Multiple Invoices	\$ 170.00
1/31/2024	216098	CAMPBELL, GARY	Multiple Invoices	\$ 353.64
1/31/2024	216099	CAROLINA BIOLOGICAL SUPPLY	Multiple Invoices	\$ 370.85
1/31/2024	216100	CINTAS	BG Expense	\$ 331.32
1/31/2024	216101	COY, LYNETTE	State Conv Mileage	\$ 411.38
1/31/2024	216104	DULANEY, KATE	Reim ASHA	\$ 225.00
1/31/2024	216105	DURAND, JACOB	officiating fees	\$ 160.00
1/31/2024	216106	EAGAN PARKS & RECREATION-CB GROUPS	Deposit	\$ 500.00
1/31/2024	216108	ELLSWORTH COMMUNITY SCHOOL DISTRICT	Homeless Transport	\$ 191.94
1/31/2024	216109	EMBI TEC	supplies	\$ 739.00
1/31/2024	216111	EXPRESS SERVICES INC	Sub fulfillment	\$ 2,300.40
1/31/2024	216112	FAST COPY CENTER	Multiple Invoices	\$ 259.22
1/31/2024	216115	FOOD SERVICE-SDRF	Multiple Invoices	\$ 4,269.11
1/31/2024	216116	FOX DEN BOOKS	media supplies	\$ 1,035.80
1/31/2024	216118	GRAINGER	Multiple Invoices	\$ 501.16
1/31/2024	216121	HANSEN, MELISA	college/career reim	\$ 1,049.66

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Publication List - Checks over \$100 - Feb 2024 Meeting

1/31/2024	216122	HASKINS, MAXWELL	officiating fees	\$ 120.00
1/31/2024	216125	HORIZON COMMERCIAL POOL SUPPLY-INC	Pool Chemicals	\$ 329.90
1/31/2024	216126	HUDSON PHYSICIANS	Training Services	\$ 5,262.40
1/31/2024	216127	INSTRUMENTAL MUSIC CO.,INC.	Multiple Invoices	\$ 240.92
1/31/2024	216128	INTERSTATE ALL BATTERY CENTER	Emergency Exits	\$ 580.80
1/31/2024	216129	ION, INC.	Digital Radios	\$ 6,191.95
1/31/2024	216130	J H LARSON COMPANY	Multiple Invoices	\$ 493.50
1/31/2024	216132	J W PEPPER & SON INC	Multiple Invoices	\$ 302.49
1/31/2024	216134	KAUFER, BRITTANY	Reim mileage	\$ 102.13
1/31/2024	216138	LACROSSE LOGAN HIGH SCHOOL	WIAA - GYM	\$ 225.00
1/31/2024	216140	LHB, INC.	Pre Referendum	\$ 800.00
1/31/2024	216143	LOFFLER COMPANIES, INC.	Multiple Invoices	\$ 920.04
1/31/2024	216144	MACKIN EDUCATIONAL RESOURCES	book order	\$ 2,222.57
1/31/2024	216145	MACSWAIN, JIM	officiating fees	\$ 150.00
1/31/2024	216147	MCREYNOLDS, NATHAN	Multiple Invoices	\$ 1,213.94
1/31/2024	216148	MENARDS	Multiple Invoices	\$ 574.53
1/31/2024	216149	MULLER, GERALDINE	supplies	\$ 169.34
1/31/2024	216151	NCS PEARSON INCORPORATED	supplies	\$ 175.00
1/31/2024	216152	O'REILLY AUTO PARTS	Multiple Invoices	\$ 124.32
1/31/2024	216154	OTTO, DYLAN	officiating fees	\$ 140.00
1/31/2024	216158	PLUM, ALEXANDER	Reim supplies	\$ 226.75
1/31/2024	216160	PURELAND SUPPLY	projector lamp	\$ 106.40
1/31/2024	216161	RIVER FALLS CHAMBER OF COMMERCE	membership	\$ 199.00
1/31/2024	216162	RICHISON, JAMES II	officiating fees	\$ 160.00
1/31/2024	216163	RIVER MOON COFFEE ROASTING CO	Multiple Invoices	\$ 550.00
1/31/2024	216167	SMARTPASS INC.	Hall Pass Pro	\$ 4,624.76
1/31/2024	216169	SORENSON, DEBRA	Reim mileage	\$ 140.17
1/31/2024	216171	ST. CATHERINE UNIVERSITY	Scholarship pymt	\$ 500.00
1/31/2024	216173	STAPLES -(PAPER)	Multiple Invoices	\$ 1,101.23
1/31/2024	216174	STEP SAVER, INC.	Multiple Invoices	\$ 238.50
1/31/2024	216175	STICHT, IAN	GBB team meals	\$ 1,191.97
1/31/2024	216176	ULINE	Multiple Invoices	\$ 4,422.69
1/31/2024	216178	THE UNIVERSITY PRESCHOOL	Reim Overpayment	\$ 12,797.16
1/31/2024	216180	UNITED RENTALS (NORTH AMERICA), INC	Inspection/repair	\$ 1,156.94
1/31/2024	216181	UW-LACROSSE	scholarship pymt	\$ 250.00
1/31/2024	216182	UWEC-PI KAPPA DELTA	Forensics Reg	\$ 300.00
1/31/2024	216184	WEIGH-RITE SCALE CO. INC.	service scale	\$ 375.00
1/31/2024	216188	WILLIAM V MACGILL AND CO	Multiple Invoices	\$ 203.45
1/31/2024	216189	ZEP SALES AND SERVICE	Floor Cleaner	\$ 330.68

RIVER FALLS BOARD OF EDUCATION MEETING

Monday, February 19, 2024

Personnel Agenda:

1. Recommended approval of the employment of Betsy Manning as part-time limited term Special Education Teacher at River Falls Public Montessori Elementary School effective February 14, 2024 through June 7, 2024.
2. Recommended approval of the hiring of the following short-term, on call Substitute Teachers:
 - a. Lauren Shields
 - b. Jackie Lillico
 - c. Kaye Anderson
 - d. Josie Matti
 - e. Jared Mickelson
 - f. Mallory Busch
 - g. Kate Webster
3. Recommended acceptance of the resignation of Whitney Sutton as full-time School Counselor at River Falls High School effective March 8, 2024.
4. Recommended acceptance of the resignation of Ashleigh Olson as full-time Special Education Teacher at Greenwood Elementary School effective the end of the 2023-24 year.
5. Recommended acceptance of the resignation of Kiersten Jacobson as full-time Grade 5 Teacher at Greenwood Elementary School effective the end of the 2023-24 year.
6. Recommended acceptance of the resignation of Connie Roetzer as full-time Instructional Coach effective the end of the 2023-24 year. Ms. Roetzer will retire after 8 years of service with the district.
7. Recommended acceptance of the resignation of Chris Silver as full-time Coordinator of the Renaissance Charter Academy effective June 30, 2024. Mr. Silver will retire after 25 years of service with the district.

School District of River Falls
Educational Program Committee Meeting Report

Monday, February 5, 2024 - 6:00 PM
River Falls Public Montessori Elementary School
421 W Maple Street
River Falls, WI 54022

The Board of Education’s Educational Program Committee meeting was held on Monday, February 5, 2024 at River Falls Public Montessori Elementary School 421 W. Maple Street River Falls, WI 54022. Chair Tuchtenhagen called the meeting to order at 6:00. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the *Star-Observer*, *Pierce County Journal*, WEVR Radio Station, and the *Eau Claire Leader-Telegram*.

PRESENT

Committee Members Alan Tuchtenhagen (Chair), Lindsey Curtis, and Cindy Holbrook were present. Board members Bob Casey, Stacy Johnson Myers, Mike Miller, and Alison Page were present. Superintendent Jamie Benson, Director of Human Resources David Bell, and Director of Academic Services Nate Schurman were also present.

HEARING OF VISITORS OR DELEGATIONS - None

1. Approve Preliminary 10-12th Grade Science Trip Application to Panama

Rachel Gjerde, River Falls High School Science Teacher, presented the preliminary field trip application for students to Panama, June 2025.

Recommended Action: Approve the preliminary field trip application to Panama, June 2025.

Lindsey Curtis moved to approve the field trip to Panama. Cindy Holbrook seconded the motion. The motion passed 3-0.

2. Review K-5 English Language Arts Adoption Process

Nate Schurman, Director of Academic Services, gave an update on the status of the K-5 ELA Adoption to include updates on Act 20.

No action, informational only.

3. Human Growth and Development Advisory Committee Update

Nate Schurman, Director of Academic Services, gave an update on the Human Growth and Development Advisory Committee development process and requirements, as well as the spring meeting date.

No action, informational only.

4. Montessori Presentation and Tour

Kai Rodgers, Montessori Principal, gave a presentation on the River Falls Public Montessori and then provided a tour of the school.

No action, informational only.

5. PROPOSED/SUGGESTED ITEMS FOR THE NEXT REGULAR AND FUTURE EDUCATIONAL PROGRAM MEETING AGENDA(S)

As always, committee members will be given the opportunity to suggest items for future committee and/or Board meeting agendas.

No suggestions at this time.

6. SCHEDULE NEXT EDUCATIONAL PROGRAM COMMITTEE MEETING

Set the meeting schedule as follows:

Educational Program Committee meeting: Monday, March 4, 2024, 6:00 p.m.

The meeting will be held at the District Office conference room, 852 E. Division Street.

7. ADJOURN - 7:45

SCHOOL DISTRICT OF RIVER FALLS

APPLICATION FOR SANCTION OF SCHOOL-SPONSORED TRIPS


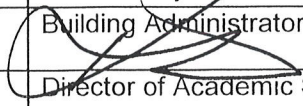
352-Exhibit

Have you: <input checked="" type="checkbox"/> Completed all necessary forms <input checked="" type="checkbox"/> Approval from Building Principal
Trip/Group Name: <u>Panama STEM Trip - Science</u>
Location of Trip: <u>Panama</u>
Date of Trip: <u>June 23-30, 2025</u> Total Number of Days (from departure to return) <u>8</u>
Name of Tour Company: <u>EF Educational Tours</u>
Name of Head Chaperone/Advisor: <u>Rachael A. Gjerde</u>
Names of Other Chaperones (ratio: 1:15 maximum, 1:7 minimum): <u>Amanda Eggert</u>
Approximate Number of Students Involved and Grade Levels: <u>12, grades 9-12</u>
Estimated Cost of Trip per Student; What is Included/Not Included in Price: <u>\$4119.00;</u> Includes: <u>airfare, transportation, hotels, most meals, entrances to attractions, full-time tour director, expert local guides, 24-hour emergency service, night security, and trip insurance. Not included: some lunches, baggage fees.</u>
What was the impact of fundraising on the cost for students: <u>Fundraising will be discussed in a spring meeting with all students attending - I have many ideas, but students will choose the fundraising idea that will be implemented.</u>
Will student cost include a pro-rated amount for chaperones cost? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, what is the additional amount per student? <u>N/A</u>
Deadline for forfeiture of deposit if a student decided not to participate: <u>14 days after enrollment</u>
Brief explanation of instruction purposes of the trip and how it compliments the district curriculum objective: <u>This is a STEM Tour. Some of the science-related highlights include: visit to the Biomuseo; interactive workshop focused on wetlands conservation; participation in a beach clean-up; boat ride to witness mangroves; harvesting and reforesting native plants; tour of Metropolitan Natural Park with a local biologist; learning about coastal ecosystems at a tropical research station; and taking a biologist-led trip to the Panama Canal with a visit to the Miraflores Visitor Center.</u>
Trip Category: <input type="checkbox"/> Instructional <input checked="" type="checkbox"/> Supplementary <input type="checkbox"/> Extended <input checked="" type="checkbox"/> Abroad <input type="checkbox"/> Day Trip Overnight

*School District of River Falls
River Falls, Wisconsin 54022*

PRELIMINARY APPLICATION FOR SANCTION OF SCHOOL-SPONSORED TRIPS
(Overnight trips, more than 150 miles or out of the country)
INITIAL APPROVAL REQUIRED FOR RAISING FUNDS

*Please complete this application and forward to Central Office for presentation to the Educational Program Committee of the Board of Education for approval, prior to fund-raising.
All activities must be in compliance with Board Policy 374-Student Fund-raising Activities.
This does not represent final approval for the trip, approval granted via BOE approval.*

Trip/Group Name: Panama STEM Trip-Science Dept.	
Location of Trip: Panama	
Date of Trip: mid-June, 2025	Total Number of Days (from departure to return): 8
Name of Tour Company (if applicable): EF Educational Tours	
Name of Head Chaperone/Advisor: Rachael Gjerde	
Anticipated Methods of Fundraising: TBD - students will choose from a number of ideas as to how we will fund raise for the trip. Student choice will help to drive interest in the chosen fund raiser.	
Amount Expected to be Fund Raised: Varies, as it will be student-lead.	
Approximate Number of Students Involved and Grade Levels: 6-40, depending on who signs up; current grades 8-12	
Estimated Cost of Trip per Student; What is Included/Not Included in Price? ~\$3900; all transportation and lodging, tour director, insurance and most meals	
Will student cost include a pro-rated amount for chaperone(s) cost? Yes <input type="radio"/> No <input checked="" type="radio"/> (circle one) If yes, what is the additional amount per student, if applicable? N/A	
Please identify any chaperone benefits provided by the tour company: (e.g. 1 paid chaperone per 10 students participating) free for head chaperone if at least 6 participating students/for every 10 students above that number a free chaperone	
Deadline for forfeiture of deposit if a student decided not to participate: 2 weeks from enrollment	
Please provide a brief explanation of instructional purposes of the trip and how it complements the advisor's district curriculum objective: Students will learn about wetlands preservation and participate in actual field work. They will also visit a tropical research station and use scientific methods to collect data in a mangrove forest. In addition, they will get to view and learn about the Panama Canal. It is the hope that this trip will promote student interest in the sciences and in traveling abroad in the future.	
Date 11/6/2023	Chaperone/Advisor Signature Rachael A. Gjerde 
Date 4/14/23	Building Administrator Signature 
Date	Director of Academic Services Signature
Date	Educational Program Chair Signature

School District of River Falls
Finance and Facilities Committee Meeting Report

Monday, February 12, 2024 - 6:00 PM

District Office

852 E Division Street

River Falls, Wisconsin 54022

The Board of Education's Finance and Facilities Committee meeting was held on Monday, February 12, 2024 at District Office, 852 E Division Street, River Falls, Wisconsin 54022. Chair Miller called the meeting to order at 6:00 pm. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the *Star-Observer*, *Pierce County Journal*, WEVR Radio Station, and the *Eau Claire Leader-Telegram*.

PRESENT

Committee members Mike Miller (Chair), Bob Casey and Alison Page were present. Also present were Board members Cindy Holbrook and Stacy Johnson Myers. Superintendent Jamie Benson, Director of Human Resources David Bell and Director of Finance and Facilities Lynette Coy were also present.

1. **CALL TO ORDER - 6:00 PM**
2. **MANNER OF PUBLIC NOTIFICATION OF MEETING**
3. **HEARING OF VISITORS OR DELEGATIONS**

4. **2023-24 Budget Update**

The Director of Finance Lynette Coy provided an update on the 2023-24 Budget including a cash flow analysis.
Action: None, informational only.

5. **Equalization Aid Presentation**

The District's Financial Advisor and Director of Finance led a presentation on State Equalization Aid.
Action: None, informational only.

6. **Support Vehicles Purchase**

The Director of Finance Lynette Coy and Director of Transportation Todd Burnap recommended the purchase of two (2) support vehicles as budgeted in 2023-24.

Action: Moved by Mike Miller, seconded by Alison Page to approve the purchase of two (2) Suburbans from Cernohous Chevrolet in Prescott WI @ \$57,500 each plus title and license fees. Mike Miller, Bob Casey and Alison Page voting aye.

7. **PROPOSED/SUGGESTED ITEMS FOR THE NEXT REGULAR AND FUTURE FINANCE & FACILITIES MEETING AGENDA(S)**

As always, committee members were given the opportunity to suggest items for future committee and/or Board meeting agendas.

Action: Committee would like to continue to see cash flow analysis updates regularly.

8. **SCHEDULE NEXT FINANCE & FACILITIES COMMITTEE MEETING**

Upcoming committee meeting dates, times, and locations will be reviewed.

Recommended Action: Set the meeting schedule as follows:

Finance and Facilities Committee meeting, Monday, March 11, 2024, 6:00 p.m.

The meeting will be held at the District Office, 852 E. Division Street.

9. **ADJOURNED @ 7:20 pm.**

Mike Miller, Finance and Facilities Committee Chair



Date: February 12, 2024
To: Finance & Facilities Committee / Board of Education
From: Lynette Coy, Director of Finance & Facilities
Re: Support Vehicle Purchases

Annually and within the general operating budget, the district budgets for vehicle purchases, including school buses and support vehicles. This planning provides safe and efficient transportation for our students and staff.

Recommended Action: Approve the purchase of two (2) Chevrolet Suburbans from Cernohous Chevrolet in Prescott WI @ \$57,500 each plus title and license per vehicle, with an estimated delivery of late June. These vehicles would replace a van and a Suburban and will be used to transport students to school and events and for staff to events and conferences.

**School District of River Falls
Personnel Committee Meeting Report**

Monday, February 12, 2024 - at 7:00 PM or immediately following the 6:00 PM Finance & Facilities Meeting
District Office
852 E Division Street
River Falls, Wisconsin 54022

The Board of Education's Personnel Committee Meeting was held on Monday, February 12, 2024 at District Office, 852 E Division Street, River Falls, Wisconsin 54022. Chair Johnson Myers called the meeting to order at 7:20 PM. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the *Star-Observer*, *Pierce County Journal*, WEVR Radio Station, and the *Eau Claire Leader-Telegram*.

PRESENT

Committee Members Stacy Johnson Myers (Chair), Bob Casey, and Cindy Holbrook were present. Board members Mike Miller and Alison Page were present. Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, and Director of Finance and Facilities Lynette Coy were also present.

1. CALL TO ORDER - 7:20 PM

2. MANNER OF PUBLIC NOTIFICATION OF MEETING

3. HEARING OF VISITORS OR DELEGATIONS-NONE

4. STAFFING UPDATE

The committee discussed the recruitment, selection, and hiring timeline updates.

Action: None, information only.

5. INSURANCE BIDDING UPDATE

A brief 2024-25 insurance bidding update was provided.

Recommended Action: None, informational only.

6. NOTICE OF COMMENCEMENT OF CONTRACT NEGOTIATIONS

River Falls School District will be commencing contract negotiations with the Teacher Employee Group (RFEA, WEAC Region 1) and the Bus Driver Group (WEAC Region 1). This notice satisfies Wisconsin State Statute 19.84(1)(b) and 19.86. The Personnel Committee, Director of Human Resources, and Superintendent will serve as the District Negotiations Committee.

Action: Motion by Casey, second by Holbrook to approve the commencement of contract negotiations. Motion carried unanimously.

7. REVIEW POLICY 522.1 DRUG FREE WORKPLACE, POLICY 522.4 STAFF CONFLICTS OF INTEREST, POLICY 523.1 STAFF HEALTH EXAMINATIONS, POLICY 523.3 EMPLOYEE ASSISTANCE PROGRAM, AND 546.1 RESIGNATION OF SUPPORT STAFF MEMBERS

The administrative team recommended minor updates to Policy 522.1, 522.4, 523.1, 523.3, and 546.1.

Action: Motion by Holbrook, second by Casey to approve updates to Policy 522.1, 522.4, 523.1, 523.3, and 546.1. Motion carried unanimously.

8. ADJOURNED TO CLOSED SESSION PURSUANT TO WIS. STAT. SEC. 19.85(1)(C), WHICH PERMITS CONVENING IN CLOSED SESSION FOR THE PURPOSE OF CONSIDERING THE EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY, TO DISCUSS THE PRELIMINARY NONRENEWAL OF CERTIFIED STAFF. ROLL CALL VOTE REQUIRED.

Action: Motion by Johnson Myers, second by Casey to adjourn to closed session at 7:36 PM. Holbrook-Yes, Casey-Yes, and Johnson Myers-Yes.

9. RECONVENED INTO OPEN SESSION AT 8:05 PM

Action: None, information only.

10. PROPOSED/SUGGESTED ITEMS FOR THE NEXT REGULAR AND FUTURE PERSONNEL MEETING AGENDA(S)

Committee members were given the opportunity to suggest items for future committee and/or Board meeting agendas.

Action: Committee members asked for continued updates on the insurance bidding process and 2024-25 staffing.

11. SCHEDULE NEXT PERSONNEL COMMITTEE MEETING

Upcoming committee meeting dates, times, and locations were reviewed.

Action: Set the meeting schedule as follows:

Personnel Committee meeting, Monday, March 11, 2024, 7:00 p.m. (or immediately following Finance & Facilities)

The meeting will be held at the District Office, 852 E. Division Street.

12. ADJOURNED AT 8:06 PM

Stacy Johnson Myers, Personnel Committee Chair

PERSONNEL COMMITTEE CLOSED SESSION REPORT

Monday, February 12, 2024

District Administrative Office Conference Room

7:36 PM

The Personnel Committee convened to executive session at 7:36 PM pursuant to WIS. STAT. SEC. 19.85(1)(c), which permits convening in closed session for the purpose of considering the employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to discuss the preliminary nonrenewal of certified staff.

Roll call vote: Johnson Myers-Yes, Holbrook-Yes, Casey-Yes.

PRESENT

- Committee Members Bob Casey, Cindy Holbrook, and Stacy Johnson Myers.
- Board members Mike Miller and Alison Page
- Director of Finance and Facilities Lynette Coy, Director of Human Resources and Leadership Development David Bell and Superintendent Jamie Benson

1. PRELIMINARY NONRENEWAL OF CERTIFIED STAFF

Action: Information only. No action required.

2. ADJOURNED AT 8:05 PM.



POLICY 522.1 ALCOHOL AND DRUG-FREE WORKPLACE (formerly GBCBA)

The ~~School District of River Falls~~ School District is committed to maintaining an alcohol and drug-free workplace. Therefore, the following activities and conduct by employees is ~~shall~~ be strictly prohibited:

1. ~~The illegal~~ Manufacturing, distributing, dispensing, possession, use or selling of controlled or illegal substances at the workplace ~~on school premises or while engaged in school-sponsored activities;~~
2. Using or possessing ~~with intent to use,~~ of drug paraphernalia (e.g., water pipes, pot pipes, roach clips, joint rollers) for purposes prohibited by the state controlled substances law at the workplace ~~on school premises or while engaged in school-sponsored activities;~~
3. Possessing, using, distributing or selling of alcoholic beverages at the workplace ~~on school premises or while engaged in school-sponsored activities;~~
4. Being under the influence of any alcoholic beverage or controlled substance at the workplace ~~on school premises or while engaged in school-sponsored activities;~~
5. Using prescription medication in an unauthorized or illegal manner at the workplace.

For the purposes of this policy, 'workplace' includes any school building, school-owned vehicle, school property, or school-related activity in which students are under the supervision of employees.

~~All employees shall be expected to abide by provisions of this policy.~~ In addition, Employees engaged in the performance of a grant received directly from the federal government shall notify the Superintendent of any criminal drug statute conviction occurring in the workplace within the time period specified by law. The Superintendent shall notify the appropriate federal agency of the conviction.

Adherence to the District's drug-free workplace policy is a condition of employment. Any employee who violates this policy shall be subject to disciplinary action including, but not limited to, referral for a drug or alcohol evaluation, referral to the Employee Assistance Program, reassignment, suspension, or termination. ~~in accordance with provisions of the current employee agreement and/or established procedures.~~ In addition, employees who violate this policy may be referred for prosecution.

If a supervisor reasonably suspects that an employee has violated this policy, the District reserves the right to require an alcohol or drug test. Reasonable suspicion must be based on specific and accurate observations made by a supervisor. Observations include, but are not limited to, appearance, behavior, speech, or body odors of the employee. The test will be conducted in a confidential manner. Refusal to consent to testing may result in disciplinary action.

The *Employee Handbook will include reference to this policy and information related to: the dangers of drug and alcohol abuse in the workplace, available drug or alcohol counseling, rehabilitation and employee assistance programs, and, the penalties that may be imposed upon employees for drug or alcohol abuse policy violations. ~~distributed to all employees of the District.~~

**NOTE: Reference will be added upon the adoption of the 2024-25 Employee Handbook*

~~LEGAL REF~~ LEGAL REFERENCE: Wisconsin Statutes Section 125.09(2), Chapter 961 Drug Free Workplace Act of 1988 34 CFR Part 85, Subpart F (Regulations Implementing Drug Free Workplace Act)

CROSS REFERENCE: 523.11, School Bus Driver Alcohol and Drug Testing; 523.3, Employee Assistance Program; 536.2, Discipline, Dismissal or Suspension of Professional Staff Members; 546.2, Dismissal or Suspension of Support Staff Members; **Employee Handbook**, ~~Current Employee Agreement(s)~~

DATE OF ADOPTION:: September 16, 1991

REVISED: September 18, 2000, December 19, 2005, **February 12, 2024**



POLICY 522.4 STAFF CONFLICTS OF INTEREST (formerly GBC)

No employee of the ~~School District of River Falls~~ **School District** may have a substantial interest in any contract, purchase of materials, or any other transaction involving District funds except as provided by law.

Employees shall comply with the 1991 Wisconsin Act 39, Code of Ethics for Local Government.

Specifically, an employee shall not:

1. Use his/her position for financial gain or to obtain anything of substantial value for the private benefit of his/her self, his/her immediate family or any organization to which he/she belongs.
2. Solicit or accept from any person, directly or indirectly, anything of substantial value if it could be reasonably expected to influence his/her official actions or independent judgment or could be considered a reward for any action or inaction.
3. Take any action that substantially affects a matter in which the employee, a member of his/her immediate family, or an organization with which he/she is associated has a substantial financial interest.
4. Use his/her office or position to produce or assist in the production of a substantial benefit, direct or indirect, for the employee, members of his/her immediate family, or an organization with which the employee is associated.

Adherence to this policy is a condition of employment. Any employee who violates this policy will be subject to disciplinary action including, but not limited to, suspension or termination. In addition, employees who violate this policy may be referred for prosecution.

~~LEGAL REF~~ LEGAL REFERENCE: Sections 19.42(7)(u) Wisconsin Statutes 19.59(1)(a)(b), 19.59(1)(c) 1, 19.59(1)(c) 2, 19.59(1), 118.12(2), 946.12(3)

APPROVED: April 24, 1995

REVISED: December 17, 2007, **February 12, 2024**



POLICY 523.1 STAFF HEALTH EXAMINATIONS

Upon initial employment, ~~all school~~ employees shall be required to have a health examination, including tuberculin ~~skin~~ **screening** test. An ~~school~~ employee can submit proof of an examination, chest X-ray or tuberculin test, which was taken within the 90 days prior to an offer of employment. In the event the employee has a positive reaction to the skin test, a chest x-ray shall be done at a facility selected by the ~~School District of River Falls~~ **School District**. Anyone who has a known automatic positive reaction to the skin test may have a chest x-ray without first undergoing the skin test.

Freedom from tuberculosis in a communicable form is a condition of employment. Those employees having positive reactions to the skin test shall be required to a follow-up **examination** with a physician. A copy of the results of this examination shall be kept on file in the school district administrative offices.

An employee may be exempt from the physical examination requirement for religious reasons if an affidavit has been filed with the **School** Board of Education claiming such exemption. No ~~school~~ employee may be discriminated against by reason of the employee filing such **an** affidavit.

Notwithstanding the filing of ~~such~~ **an** affidavit, if there is reasonable cause to believe that ~~such~~ an employee is suffering from an illness detrimental to the health of **students** ~~the pupils~~, the School Board **may require the employee to undergo** a health examination ~~of such school employee~~ sufficient to indicate whether or not ~~such school~~ the employee is suffering from such an illness.

The cost of the examination, including tuberculin skin test or chest x-ray, shall be paid out of District funds for all permanent and substitute employees. The medical examination report will ~~shall~~ be completed by a facility selected by the District.

Additional physical exams, **for certain employee groups based on job expectations**, may be required in accordance with state law.

In addition to the aforementioned, school bus drivers shall be required to complete a medical examination report as prescribed by state law. Completion of this report is mandatory prior to being tested for a school bus driver's license.

Certificates of examination shall be maintained in separate files within the ~~school~~ **District**, along with any **restrictions** ~~recommendations~~ from the employee's physician. They shall be treated as confidential medical records and shall only be available to those individuals specifically authorized by law.

~~LEGAL REF~~ LEGAL REFERENCE: Wisconsin Statutes Sections 103.15, 118.25, 121.52(3) Americans with Disabilities Act of 1990

CROSS REFERENCE: Employee Handbook

DATE OF ADOPTION: March 19, 1973

REVISED: July 21, 1980, March 19, 1984, September 16, 1991, August 19, 2002, April 17, 2006, November 21, 2011, November 20, 2017, January 25, 2018, **February 12, 2024**



POLICY 523.3 EMPLOYEE ASSISTANCE PROGRAM

The ~~School District of River Falls~~ **School District** recognizes that a wide range of problems, including those not directly associated with one's job function, can have an effect on an employee's job performance. In most instances, the employee will overcome such personal problems independently and the effect on job performance will be negligible. In other instances, normal supervisory assistance will serve either as motivation or guidance by which such problems can be resolved so that an employee's job performance will return to an acceptable level. In some cases, however, neither the efforts of the employee nor supervisor have the desired effect of resolving the employee's problems, and unsatisfactory performance or **poor attendance** persists over a period of time, either constantly or intermittently.

The ~~School District of River Falls~~ **School District maintains** ~~believes~~ it is in the interest of the employee, the employee's family, and **the District** ~~the educational program~~ to provide an Employee Assistance Program (EAP) to ~~help deal~~ **address** with such persistent problems. Therefore, the District **will address** ~~shall handle such~~ problems within the following framework:

- ~~1. The district recognizes that most human problems can be successfully treated provided they are identified in early stages and referral is made to the appropriate type of care.~~
- ~~2. When an employee's job performance or attendance is unsatisfactory and the employee is unable or unwilling to correct the situation either alone or with normal supervisory assistance, this is an indication that there may be some cause outside of the realm of his/her job responsibilities which is the basis of his/her problem.~~
3. The purpose of this policy is to assure employees that if personal problems are the cause of unsatisfactory job performance the employee will receive careful consideration and an offer of assistance to help resolve the problems in an effective and confidential manner.
4. Employees are assured that their job, future, and reputation will not be jeopardized by utilizing **resources in** the EAP.
5. Employees who have a personal or family problem which they feel may affect work performance are encouraged to voluntarily contact the **Human Resources Administrative Assistant for information related to utilizing the EAP.** ~~designated school district resource person.~~
6. The employee is responsible for complying with ~~the~~ referrals for diagnosis of **his/her the personal problem** and to cooperate and follow the recommendation of the diagnostician or counseling agent. If the employee refuses the offer of help and job performance or attendance problems continue, the regular disciplinary procedures will apply.
7. Employee problems causing unsatisfactory job performance **will be handled in alignment with procedures outlined in the Employee Handbook.** ~~in a forthright manner within the established employer's health and personnel policies and procedures.~~ Records will be maintained with in the highest degree of confidence in accordance with state law.
8. Employees referred to the program by their supervisor will be required by the ~~school~~ **District** to secure adequate medical, rehabilitative counseling, or other services as may be necessary to resolve ~~his/her~~ **the personal** problem.

9. In instances where it is necessary, accrued sick leave, vacation time, or leave of absence will be granted for treatment or rehabilitative counseling or other services as are necessary, on the same basis as is granted for ~~ordinary~~ **other** health problems in accordance **with the Employee Handbook** ~~with provisions of the current employee agreements.~~
10. Since the employee's work performance can be affected by the problems of an employee's spouse or dependents, the EAP will be available to the families of employees as well, within the normal provisions of ~~the employee's health insurance and~~ this policy.
11. If an employee's performance **or attendance** continues to be unsatisfactory after receiving the benefits of the EAP, regular disciplinary procedures will apply.

CROSS REFERENCE.: 522.1 Drug-Free Workplace, Employee Handbook, ~~Current Employee Agreements~~

DATE OF ADOPTION: September 16, 1991

REVISED: October 15, 2007, **February 12, 2024**



POLICY 546.1 RESIGNATION OF SUPPORT STAFF EMPLOYEES MEMBERS

A support staff **employee member** may terminate employment with the ~~School District of River Falls~~ **School District** by giving written notice to the employee's immediate supervisor and the **Human Resources Administrative Assistant** as soon as possible, but at least ten working days prior to the effective date of termination. ~~The support staff employee will then forward the resignation to the Director of Personnel.~~

The **Human Resources** ~~Personnel~~ Department will inform the **School** Board of ~~Education~~ support staff employee resignations.

For the purposes of this policy, a support staff employee is defined as a non-exempt staff person without individual contracts under Wisconsin State Statute 118.22.

CROSS REFERENCE.: ~~543, Recruitment and Hiring of support Staff, Support Staff Employee Agreements, Employee Handbook~~

DATE OF ADOPTION: September 16, 1991

REVISED: December 17, 2007, December 17, 2012, February 16, 2015, **February 12, 2024**

SCHOOL DISTRICT OF RIVER FALLS
River Falls, Wisconsin 54022

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PUBLIC SCHOOL OPEN ENROLLMENT

The following represents the ~~This policy pertains to of the School District of River Falls regarding~~ full-time and part-time public school open enrollment **in the School District of River Falls**. This policy shall be administered in accordance with the state public school open enrollment laws and the administrative rules established by the Department of Public Instruction (DPI).

Subject to the exception that the Board of Education, each January, shall act upon any annual space availability determinations for purposes of nonresident open enrollment into the District, the Board authorizes the Superintendent, or any administrative-level designee of the Superintendent, to make all other decisions and determinations that are necessary or permitted in connection with any open enrollment application or any open enrollment student under this policy and its related Board-approved rule. However, this delegation of authority shall not be construed to prohibit the Superintendent from bringing any such decision or determination to the Board as he/she deems necessary or prudent.

Full-Time Open Enrollment: Nonresident Students

A student residing in another school district may apply for full-time enrollment in a school or program in the School District of River Falls under the state's public school open enrollment program. Applications shall be made and acted upon in accordance with state law and established procedures. The District shall consider and apply the following criteria when deciding whether or not to accept (or, in some situations, revoke acceptance of) a nonresident student's application for full-time open enrollment:

1. Space Availability: The District shall consider the availability of space in the schools, programs, classes or grades within the District. When determining space availability, consideration shall be given to desired class size limits, desired student-teacher ratios, overall building capacity, future enrollment projections, the projected number of sections of particular grades or courses, desired program-size limitations, and known or projected limitations on available staffing and other resources. Based upon a review of the relevant considerations, the Board may annually establish, at a Board meeting held in January, space limitations applicable to non-resident open enrollment.

When establishing current enrollment numbers for open enrollment availability purposes, the School Board shall include the following as guaranteed open enrollment approvals:

- a. All currently attending students at the time of district open enrollment space determinations.**

b. Siblings of currently attending students at the time of district open enrollment space determinations.

If the Board has taken action in January to limit the number of spaces that will be available for applications that are submitted under the regular application period for the following school year, then the District shall not approve any alternative applications in the grades or programs with limited space that are submitted for the current school year after the date of the January school board meeting. Further, the District shall deny any alternative applications for a particular grade or program for the current school year that are received on or before the date of the **School** Board meeting in January where space availability for open enrollment is again considered if, due to space considerations, the District did not approve all otherwise-eligible regular-period application(s) for that particular grade or program for the same school year.

The District will create and administer waiting lists for applications received during the regular application period, but not for current-year open enrollment applications submitted under the alternative application procedure.

If the District receives more student applications during the regular application period for full-time enrollment than there are spaces available, the District shall determine which students to accept on a random basis, subject to the following exceptions and to the additional **School** Board-established procedures that implement this policy:

- c. **Students Granted a Preference to Available Spaces:** If otherwise eligible to be approved under this policy and applicable law, and provided that the individual has submitted a timely application during the applicable regular application period (but not including any alternative applications), the following applicants for full-time open enrollment in the District will receive preferential access to the available spaces:
 - i. Students who are currently enrolled in and attending school in the District (excluding part-time attendance by a student who is enrolled in another public school district, a private school, a tribal school or home-based private educational program).
 - ii. The siblings of any student who is currently attending school in the District (excluding part-time attendance by a student who is enrolled in another public school district, a private school, a tribal school or home-based private educational program).
- d. **Random Selection Process May Be Limited to the Applications Not Entitled to a Preference.** If there is sufficient space available to approve ALL of the applications that are entitled to the space-based preference identified above, the random selection process may be limited to those applications that are not entitled to the preference.

2. Students with Disabilities: If the District determines that the special education program or related services described in the nonresident student's individualized education program (IEP) are available in the District and there is space available in the special education program, the open enrollment application shall be accepted provided no other criteria cause the application to be denied. If the special education program or services described in the student's IEP are not available or there is no space available in the program, the application shall be denied. If a nonresident student receives his/her initial IEP while attending the District under open enrollment, or if a nonresident student's IEP changes after the student begins attending school in the District, and the special education program or services required by that initial or revised IEP are not available in the District or there is no space available in the program or services identified within the IEP, the nonresident student may be returned to the resident district.

3. Students Referred for a Special Education Evaluation: An open enrollment application shall be denied if the nonresident student has been referred or identified as having a possible disability but has not yet been evaluated by an IEP team in the resident district. To the extent permitted by DPI, and assuming other acceptance criteria are and continue to be met, such a student's parent/guardian may request that the District reconsider a denial under this criteria if the IEP (or a finding of no disability) is forwarded to the District and reviewed by the District prior to the close of the period during which the District would normally continue to process and accept applications from any waiting lists and if the District concludes that such reconsideration would not be prejudicial to any other applicant.

4. Discipline-Related Criteria: Consistent with District policy and state law requirements, the District may deny the enrollment of any student who is under expulsion for any reason from any public school or independent charter school in Wisconsin or out-of-state public school during the proposed period of open enrollment. For students currently serving an expulsion from another public school in Wisconsin or an out-of-state public school, the District may allow the student's enrollment on a conditional basis if ~~he/she meets~~ the established enrollment conditions **are met**. The enrollment conditions established shall relate to the reasons for the student's expulsion and may not extend the term of the student's expulsion.

Except as otherwise provided by policy or the **School** Board, the District shall not accept any student for full-time open enrollment in the District who has been expelled by any Wisconsin school district during the current school year or preceding two school years for any of the following specified conduct:

- a. Endangering the health, safety or property of others
- b. conveying or causing to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives
- c. possessing a dangerous weapon while at school or under the supervision of a school authority
- d. engaging in conduct while not at school or while not under the supervision of a school authority that endangered the health, safety or property of others at school or under the

supervision of a school authority or of any school district employee or school board member.

In addition, if any disciplinary proceeding regarding conduct falling in one of the foregoing categories is pending at the time of the student's application, the District may deny the application. If any such conduct occurs after the student has been accepted for open enrollment and prior to the beginning of the school year in which the student attends school in the District under open enrollment, the District may prohibit the student from attending school in the District under open Enrollment.

The Superintendent shall make the decision based on the circumstances involved. If any of the above disciplinary proceedings occur after the student has been accepted for enrollment and prior to the beginning of the school year in which the nonresident student first enrolls in the District, the student's enrollment may be denied. Other statutory provisions regarding the enrollment of students who have been expelled from school will also apply to this program.

5. Truancy-Related Criteria: An open enrollment application shall be denied if the student was habitually truant during any semester of attendance at a District school in the current or previous school year and the student had a further instance of truancy in that same semester after the District notified the student's parent/guardian of the habitual truancy.

6. "Best Interests" Determinations under the Alternative Open Enrollment Application Criteria and Procedures: If a parent/guardian applies for open enrollment under the alternative open enrollment application criteria and procedures and relies on the "best interests of the student" criteria, the District shall review the information and rationale provided by the parent(s)/guardian and make a determination as to whether the District agrees with the parent(s)/guardian that attending school in the District pursuant to the application is in the student's best interests. If the District determines that attendance would not be in the student's best interests, the application shall be denied on that basis.

A full-time open enrollment application can also be denied if the nonresident student is ineligible for open enrollment under state law (e.g., the student does not meet the age requirements for school attendance or for early admission, the resident district does not have a 4-year-old kindergarten program as offered by the District, etc.) or the application is determined to be invalid (e.g., the application is incomplete, untimely, deliberately falsified, or in excess of the number of allowable applications).

No criteria other than those outlined above may be considered by the District when acting on nonresident student full-time open enrollment applications.

Nonresident students accepted for full-time open enrollment shall be assigned to a school or program within the District in accordance with the District's regular procedures for placing students in schools and educational programs. The District may give preference in attendance at a particular school, program, class or grade to residents of the District.

Once a nonresident student is accepted for full-time open enrollment in the District and begins attending school in the District, no reapplication is required in order for the student to maintain continuous open enrollment.

Except as otherwise specifically provided, parents/guardians of nonresident students accepted for enrollment shall be responsible for transporting their child(ren) to the school(s) the child(ren) will attend. The District shall provide transportation to a nonresident student with disabilities if it is required as part of his/her IEP or required by law. The District shall also provide transportation to nonresident full-time open enrollment students if there is room available on a bus on a regular route, the student is picked up or dropped off at a regular bus stop within the District, and the transportation has been approved by the Superintendent or designee. In accordance with District standards and procedures established by the Superintendent or designee, the District may provide student transportation to or from a location within the boundaries of the nonresident student's resident district with approval of the student's resident school board. If offered to an open enrollment student, and at the discretion of the District, such transportation shall be by school bus or by another method expressly authorized under state law.

To the extent required by state law, non-resident open enrollment students attending school in the District shall have all the rights and privileges of resident students and shall be subject to the same rules and regulations as resident students. An open enrollment student's eligibility to participate in interscholastic athletic activities is subject to the rules and regulations of the Wisconsin Interscholastic Athletic Association (WIAA).

Full-Time Open Enrollment: Resident Students

Resident students may apply for full-time enrollment in another public school district in accordance with state law. Applications may be submitted to no more than three nonresident school districts in any school year.

If the student has applied for open enrollment under the alternative open enrollment application criteria and procedures authorized by law, the District may deny the student's open enrollment if the District determines that none of the criteria relied on by the student to submit the application apply to the student. Prior to denying an alternative application on the basis that the parent/guardian did not provide enough information to allow the District to assess whether the student has been the victim of repeated bullying or whether open enrollment would be in the best interests of the student, the District shall offer the parent/guardian an opportunity to provide additional information.

The parent(s)/guardian of a resident open enrollment student shall be responsible for student transportation, except as otherwise provided by law. Requests from other school districts to provide optional transportation to resident open enrollment students shall be denied.

The Superintendent shall ensure that the records of a resident student who transfers to a nonresident district are sent promptly to the other school district.

Part-Time Open Enrollment: Nonresident Students

The District shall allow nonresident public high school students residing within the state of Wisconsin and who qualify to enroll in not more than two courses offered by the District under the part-time public school open enrollment program.

The Superintendent shall use the same criteria for enrolling a nonresident student in a course as are used for enrolling a resident student, except that the District shall give preference in enrollment to resident students. If more applications are received than the District can accommodate, the selection of the nonresident students shall be done by a random selection procedure established by the Superintendent.

Student transportation shall be the responsibility of the nonresident student's parent/guardian.

Nonresident open enrollment students attending school in the District have all the rights and privileges of resident students and are subject to the same rules and regulations as resident students.

Part-Time Open Enrollment: Resident Students

A resident high school student may apply for enrollment in no more than a total of two courses in nonresident school districts in accordance with state law and established procedures. The District:

- ~~1-~~ Shall refuse to allow a student to enroll in a course if the course conflicts with the student's IEP; **and**
- ~~2-~~ **M**ay refuse to allow a student to enroll in a course if enrollment in the course would create an undue financial burden on the District.

LEGAL REF: Sections 118.13 Wisconsin Statutes
118.51
118.52
120.13(1)(f) & (g)
121.54(10)
Chapter 115, Subchapter V
PI 36, Wisconsin Administrative Code
2011 Wisconsin Act 114

CROSS REF.: 411, Equal Educational Opportunities
420, School Admissions

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