

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

Monday, March 25, 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. River Falls Lions Club - Wellness and Mental Health Student Support

Description: The Lions Club has been a consistent supporter of our students' well-being and mental health. We are thankful for their unwavering support and generous contributions.

2. Meyer Middle School - 2024 State School of Character Recognition

Description: Each year, Character.org certifies schools and districts at the state level that demonstrate a dedicated focus on character development which has a positive effect on academic achievement, student behavior, and school climate.

Rocky Branch Elementary and Westside Elementary were 2024 Honorable Mentions.

B. **Spotlight on Education**

1. FFA Creed Presentation

Description: As part of their preparation for the upcoming competition season, members of Future Farmers of America will recite the FFA Creed.

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

1. Student Representative Reports
2. Administrative Reports related to Building-Level SMART Goals 2023-24
 - a. River Falls High School/Renaissance Charter Academy
Description: RFHS SMART Goals
Renaissance SMART Goals
 - b. Meyer Middle School
Description: MMS Smart Goals
3. Superintendent Report

Description: Referendum Next Steps

D. **Wisconsin Association of School Boards - Board of Directors Update**

Description: Board member Alan Tuchtenhagen will provide a WASB Board of Directors update.

6. **ACTION ITEMS**

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

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Description: The following have been submitted for approval:

Item 1: February 19, 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 March 4, 2024 Educational Program Committee recommendations**

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Description: The Educational Program Committee met on March 4, 2024, to hear a summer school update, to approve the 2024-25 RF4C Provider Contract, to approve the adoption of Collaborative Classroom as the K-5 ELA resource for 2024-30, and to approve the CESA 11 Shared Services

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Contract for 2024-25.

Recommended Action:

1. Approve the RF4C Provider Contract for the 2024-25 school year.
2. Approve the adoption of Collaborative Classroom as the K-5 ELA resource for the 2024-30 school years.
3. Approve the 2024-25 CESA 11 Shared Services Contract for the 2024-25 school year.

C. Consideration and/or Action to approve March 11, 2024 Finance & Facilities Committee recommendations **45**

Description: The Finance and Facilities Committee met on March 11, 2024 to hear a 2023-2024 budget update, to hear an updated 2024-25 budget projection, and to approve the Food Service Management Services Contract for 2024-25.

Recommended Action: Approve the Food Service Management Services Contract with Chartwells for the 2024-25 school year.

D. Consideration and/or Action to approve March 11, 2024 Personnel Committee recommendations **47**

Description: The Personnel Committee met on March 11, 2024 to review the 2025-26 school calendar, to approve the 2024-25 health and dental Insurance provider, to approve updates to policies 535.1 Professional Staff Time Schedules and 535.3 Job Sharing. The RF4C Coordinator job description revision was tabled until May. The committee also went into closed session to discuss the preliminary nonrenewal of certified staff and the 2024-25 contract negotiations.

Recommended Action:

1. Approve Health Partners as the health and dental provider for the 2024-25 school year.
2. Approve the first reading of revised School Board Policy 535.1 Professional Staff Time Schedules.
3. Approve the first reading of revised School Board Policy 535.3 Job Sharing.

E. Approve the second reading of revised School Board Policies 522.1 Drug Free Workplace, 522.4 Staff Conflicts of Interest, 523.1 Staff Health Examinations, 523.3 Employee Assistance Program, and 546.1 Resignation of Support Staff Members **54**

Description: The first readings of revised policies 522.1 Drug Free Workplace, 522.4 Staff Conflicts of Interest, 523.1 Staff Health Examinations, 523.3 Employee Assistance Program, and 546.1 Resignation of Support Staff Members were approved at the February 19, 2024, Regular Board Meeting.

Recommended Action:

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

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, April 1, 2024, 6:00 p.m.

Finance and Facilities Committee meeting: Monday, April 8, 2024, 6:00 p.m.

Personnel Committee meeting: Monday, April 8, 2024, 7:00 p.m. (or immediately following Finance and Facilities)

Regular Board meeting: Monday, April 15, 2024, 6:00 p.m.

Board Reorganizational meeting: Monday, April 22, 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, February 19, 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, February 19, 2024 at the District Office, 852 E Division Street, River Falls, Wisconsin 54022. 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*, *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, Lindsey Curtis, Alison Page, and student representatives, Lilliana Ehresmann-Levander and Anika Hovland. Also present were Director of Human Resources and Leadership Development David Bell, Director of Academic Services Nate Schurman, and Director of Finance & Facilities Lynette Coy. Director of Student Services Mark Inouye, Greenwood Principal Kate Skappel, RFPME Principal Kai Rodgers, Westside Principal Chris Kamrath, Rocky Branch Principal Ashley Bingenheimer, and Greenwood teacher Steve Papp.

HEARING OF VISITORS OR DELEGATIONS - None

INFORMATIONAL ITEMS

A. Wildcat Pride Awards

Steve Papp, a teacher at Greenwood Elementary, was recognized for his exceptional leadership and commitment to the Greenwood Carving Club, which offers a unique learning experience for students.

B. Superintendent, Administrative, and Student Representative Reports

1. Student Representative Reports

Ehresmann-Levander provided a quick update on sports/team activities. Hovland spoke briefly about college applications and acceptance letters starting to arrive for fellow students.

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

a. Greenwood and River Falls Public Montessori Elementary

Skappel shared an update on Greenwood's SMART goals work including Everyday Math sessions at the February 19 Teacher Inservice covering topics such as math modeling, word walls, and sentence stems. Rodgers shared an update on Montessori's SMART goals including recent work with the National Center of Montessori in the Public Sector to find resources that align with established Montessori standards.

3. Administrative Report

Bell spoke briefly about the referendum questions and the district's next steps with potential pass/fail outcomes. He also expressed his thanks to everyone who has been a part of the referendum process. Bell also highlighted ongoing curriculum reviews, sophomore conferences, and employee mentorship.

ACTION ITEMS

A. Johnson Myers reviewed the minutes, bills, and recommended employment items on the Agenda. Holbrook moved, seconded by Casey that the Board approve the following:

1. The Minutes from the January 22, 2024 Regular Board of Education meeting.

2. Accounts Payable and Payroll payments in the amount of \$3,983,251.34.

3. Pursuant to Board Policy which references Wisconsin Statutes Sections 111, 118, and 121, approval of the following employment recommendations: 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 Lillocco 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. Motion carried unanimously (7-0).

B. Consideration and/or Action to approve February 5, 2024 Educational Program Committee recommendations

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. Tuchtenhagen motioned, seconded by Curtis to approve the preliminary field trip application to Panama, June 2025. Motion carried unanimously (7-0).

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

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.

Miller motioned, seconded by Casey to approve the purchase of two (2) Suburbans from Cernohous Chevrolet at \$57,500 each plus title and license fees. Motion carried unanimously (7-0).

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

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 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.

1. Johnson Myers motioned, seconded by Holbrook to approve Commencement of Contract Negotiations. Motion carried unanimously (7-0).

2. Miller motioned, seconded by Casey to approve the first reading of revised School Board Policy 522.1 Drug Free Workplace, the first reading of revised School Board Policy 522.4 Staff Conflicts of Interest, the first reading of revised School Board Policy 523.1 Staff Health Examinations, the first reading of revised School Board Policy 523.3 Employee Assistance Program and the first reading of revised School Board Policy 546.1 Resignation of Support Staff Members. Motion carried unanimously (7-0).

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

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

Holbrook motioned, seconded by Casey to approve the second reading of revised School Board Policy 432 - Public School Open Enrollment. Motion carried unanimously (7-0).

F. 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.

Alan will give a WASB (Wisconsin Association of School Boards) update in March.

G. Schedule next Board/Committee meetings

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.

ADJOURNMENT

President Johnson Myers declared the meeting adjourned at 6:48 p.m.

SCHOOL DISTRICT OF RIVER FALLS
River Falls , Wisconsin 54022

March 2024 Board Meeting

Accounts Payable	AMOUNT
Checks # 216190 - 216708	\$760,350.36
ACH #	\$0.00
Wires The Standard, Mn Life, Medica, EFTPS Delta, WEA, Wis Deferred Comp EBC, HSA Bank, Payroll Taxes, WRS-Retirement	\$1,476,234.56
NSF	
Void 215612, 216365	-\$398.80
PAYROLL	
Checks #	\$0.00
ACH # 997383644 - 997384867	\$1,491,616.57
Void	\$0.00
	<u><u>\$3,727,802.69</u></u>

	Actual
FNB - General Money Market Balance	\$16,714,033.46
RCU - Money Market Balance	\$115,404.59

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

POST	CHECK		INVOICE	
DATE	NUMBER	VENDOR	DESCRIPTION	AMOUNT
2/7/2024	216190	AIR COMMUNICATIONS OF WI, INC	repeater rent	\$ 581.28
2/7/2024	216191	ALFVEBY, DENNIS	accompanist	\$ 195.00
2/7/2024	216200	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 11,402.76
2/7/2024	216205	BALDWIN LIGHTSTREAM	internet/phone	\$ 1,601.84
2/7/2024	216206	BEHNKE, ANDREW	officiating fees	\$ 200.00
2/7/2024	216209	BORCHARDT, REAGAN	officiating fees	\$ 175.00
2/7/2024	216210	BSN SPORTS	apparel	\$ 1,500.00
2/7/2024	216211	BUCKHORN HARDWOODS, LLC	lumber	\$ 1,671.60
2/7/2024	216212	CAMPBELL, GARY	officiating fees	\$ 355.00
2/7/2024	216213	CAMPBELL, ZACHARY	Travel Expense	\$ 740.61
2/7/2024	216215	CHIPPEWA VALLEY SPORTING GOODS	PE Supplies	\$ 283.00
2/7/2024	216216	CHIPPEWA VALLEY TECH COLLEGE	Multiple Invoices	\$ 4,592.60
2/7/2024	216218	CINTAS	BG Expense	\$ 291.77
2/7/2024	216219	CRAIL, DAVID	reim phone	\$ 417.50
2/7/2024	216222	DEMCO INC	supplies	\$ 147.70
2/7/2024	216223	DICK'S MARKET	Multiple Invoices	\$ 3,299.96
2/7/2024	216224	DOT & DAISY	supplies	\$ 466.00
2/7/2024	216227	EAST RIDGE HIGH SCHOOL	Forensics Invite	\$ 196.00
2/7/2024	216228	EAU CLAIRE NORTH HIGH SCHOOL	Forensics Tourn.	\$ 288.00
2/7/2024	216231	EXPRESS SERVICES INC	sub fulfillment	\$ 2,889.92
2/7/2024	216232	FACTORY MOTOR PARTS COMPANY	BG Supplies	\$ 316.96
2/7/2024	216234	FAST COPY CENTER	Multiple Invoices	\$ 645.80
2/7/2024	216236	FOOD SERVICE-SDRF	Staff Lunch	\$ 135.00
2/7/2024	216242	GROSS, TRAVIS	officiating fees	\$ 120.00
2/7/2024	216244	HALF MOON OUTDOORS LLC	Outdoor Wheelchair	\$ 15,049.00
2/7/2024	216245	HAPPINESS IN A CUP WI	GSA Shirts	\$ 143.00
2/7/2024	216247	HASKINS, MAXWELL	officiating fees	\$ 300.00
2/7/2024	216249	HILLYARD, INC.-MPLS	Supplies	\$ 197.13
2/7/2024	216253	HUEBSCH	Multiple Invoices	\$ 2,124.32
2/7/2024	216255	ION, INC.	Digital Radios	\$ 1,316.70
2/7/2024	216256	J H LARSON COMPANY	Multiple Invoices	\$ 230.04
2/7/2024	216258	J W PEPPER & SON INC	Multiple Invoices	\$ 237.00
2/7/2024	216263	KETCHUM, BRUCE	officiating fees	\$ 260.00
2/7/2024	216264	KURITA AMERICA INC.	Boiler Glycol	\$ 1,516.15
2/7/2024	216265	KWIK TRIP, INC.	Fuel	\$ 2,550.32
2/7/2024	216266	LAFORCE	Black Brush Sweep	\$ 906.80
2/7/2024	216268	LEMKE, FRED	officiating fees	\$ 140.00
2/7/2024	216270	LONEY, CAROLYN	choir supplies	\$ 134.73
2/7/2024	216271	LOY, JOSHUA	reim supplies	\$ 129.21
2/7/2024	216273	MENARDS	Multiple Invoices	\$ 113.34
2/7/2024	216274	MERIDIAN CONSULTING GROUP	Health/Safety	\$ 1,440.00
2/7/2024	216275	MID-STATE TRUCK SERVICE INC	Fuel	\$ 148.88
2/7/2024	216276	MILLER, KIMBERLY	Travel Expense	\$ 760.00
2/7/2024	216277	MILSON, KEITH	officiating fees	\$ 120.00

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

2/7/2024	216278	MINUTEMAN PRESS	supplies	\$ 588.91
2/7/2024	216280	MONTESSORI SERVICES	work rugs	\$ 100.70
2/7/2024	216281	NADEAU, BRIAN	officiating fees	\$ 200.00
2/7/2024	216282	NASCO	supplies	\$ 267.30
2/7/2024	216283	NATIONAL TIME & SIGNAL CORPORATION	Multiple Invoices	\$ 1,009.40
2/7/2024	216285	NORTH CENTRAL INTERNATIONAL, LLC	Filter-Lube Oil	\$ 172.80
2/7/2024	216286	NOTABLE INC	license	\$ 148.50
2/7/2024	216289	PARAGON DEVELOPMENT SYSTEMS INC	Console License	\$ 6,496.00
2/7/2024	216290	PARTS TOWN, LLC	Thermostats	\$ 231.82
2/7/2024	216292	PECHACEK, ROBERT	officiating fees	\$ 120.00
2/7/2024	216297	PLUM, SARAH	wellness grant	\$ 120.00
2/7/2024	216300	PRYOR, WILLIAM	officiating fees	\$ 120.00
2/7/2024	216302	RICHARTZ, GRAYDON	officiating fees	\$ 160.00
2/7/2024	216303	RIVER CITY DISPOSAL, INC.	Garbage/Recycling	\$ 3,179.68
2/7/2024	216304	RIVER FALLS ACE HARDWARE	Multiple Invoices	\$ 390.07
2/7/2024	216305	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 483.37
2/7/2024	216307	SCHOOL HEALTH CORPORATION	Multiple Invoices	\$ 667.50
2/7/2024	216309	SECURITY CHECK ME INC	bkgrd checks	\$ 175.00
2/7/2024	216313	SPHERO	CSF Order	\$ 1,849.12
2/7/2024	216317	STAPLES -(PAPER)	Multiple Invoices	\$ 3,753.91
2/7/2024	216318	STEEL TOWNE R.F.	Multiple Invoices	\$ 829.73
2/7/2024	216320	THE ART OF EDUCATION UNIVERSITY	Conf Reg	\$ 149.00
2/7/2024	216321	THE JOURNAL	Legal Notices	\$ 695.77
2/7/2024	216322	THE JOY BOOTH LLC	RF Prom; 4/27/24	\$ 300.00
2/7/2024	216326	TOTAL EXCAVATING AND GRADING LLC	Multiple Invoices	\$ 15,547.00
2/7/2024	216328	ULINE	Multiple Invoices	\$ 3,272.97
2/7/2024	216329	UNIVERSITY OF WI STEVENS POINT	Scholarship Pymt	\$ 200.00
2/7/2024	216330	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 200.00
2/7/2024	216332	VENTRIS LEARNING LLC	UFLI Intervention	\$ 301.00
2/7/2024	216337	WERNER, JEREMY	officiating fees	\$ 200.00
2/7/2024	216338	WILS	Multiple Invoices	\$ 9,223.48
2/7/2024	216339	WI SCTF	Payroll accrual	\$ 127.51
2/7/2024	216340	WISCONSIN DEPT. OF REVENUE	Payroll accrual	\$ 170.63
2/7/2024	216341	WSMA	Choir WSMA	\$ 125.00
2/14/2024	216343	3 SCHWEET SISTERS, LLC	CE Class Pymt	\$ 552.50
2/14/2024	216344	ABDEL-GHANY, DOA	Math Refresher	\$ 600.00
2/14/2024	216345	ABDO PUBLISHING COMPANY	book order	\$ 6,293.50
2/14/2024	216347	ALLEN, ZACHARY	Driver Meals	\$ 119.00
2/14/2024	216351	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 4,282.74
2/14/2024	216352	AMERICAN PRINTING HOUSE FOR THE BLIND	supplies	\$ 614.81
2/14/2024	216353	ANDERSEN, VICTORIA	CE Class Pymt	\$ 256.13
2/14/2024	216355	AT&T	monthly invoice	\$ 1,383.08
2/14/2024	216356	AT&T BUSINESS DIRECT	Multiple Invoices	\$ 1,678.12
2/14/2024	216357	AUTO VALUE	Multiple Invoices	\$ 201.97
2/14/2024	216359	BLICK ART MATERIALS	paints	\$ 185.81
2/14/2024	216362	BRUDZINSKI, CAITLIN	State Food \$ BSW	\$ 275.00
2/14/2024	216364	C & L COMMUNICATIONS INC	Jan Locates	\$ 382.50

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

2/14/2024	216365	CAMPBELL, GARY	officiating fees	\$ 115.00
2/14/2024	216367	CANON FINANCIAL SERVICES, INC.	Multiple Invoices	\$ 3,257.56
2/14/2024	216369	CESA 10	E-Rate	\$ 1,312.50
2/14/2024	216370	CHARACTER.ORG	Evaluation	\$ 275.00
2/14/2024	216371	CHARTWELLS	Jan invoice	\$ 215,519.12
2/14/2024	216372	CHIPPEWA VALLEY TECH COLLEGE	Multiple Invoices	\$ 3,833.40
2/14/2024	216373	CINTAS	BG Expense	\$ 291.77
2/14/2024	216374	COMPUTER INTEGRATION TECHNOLOGIES INC	Multiple Invoices	\$ 4,267.00
2/14/2024	216376	COMMUNITY PLAYTHINGS	Shelves	\$ 1,260.00
2/14/2024	216377	CORIANDEER LIVING COLLECTIVE LLC	CE Class Pymt	\$ 319.20
2/14/2024	216381	DOWD, AIDEN	officiating fees	\$ 120.00
2/14/2024	216384	EHS FIRST ROBOTICS BOOSTER CLUB	Registration	\$ 312.00
2/14/2024	216387	EPSTEIN, GARY	Driver Meals	\$ 110.00
2/14/2024	216389	EXPRESS SERVICES INC	sub fulfillment	\$ 1,532.40
2/14/2024	216391	FLETCHER, LEAH	reim supplies	\$ 152.98
2/14/2024	216392	FLINN SCIENTIFIC INC	Science supplies	\$ 358.29
2/14/2024	216393	FOLLSTAD, JAMIESON	Wellness Grant	\$ 150.00
2/14/2024	216394	FOOD SERVICE-SDRF	Multiple Invoices	\$ 1,090.00
2/14/2024	216395	FOX DEN BOOKS	Puzzles	\$ 328.90
2/14/2024	216398	GILLES, HILLARY	Wellness Grant	\$ 149.00
2/14/2024	216401	GOPHER SPORT	PE Equipment	\$ 4,851.32
2/14/2024	216402	GRAINGER	Maint supplies	\$ 130.60
2/14/2024	216406	HARRIS	Chiller Maint	\$ 480.00
2/14/2024	216407	HASKINS, MAXWELL	officiating fees	\$ 115.00
2/14/2024	216409	HILDI INC	Actuarial Services	\$ 10,450.00
2/14/2024	216410	HILLYARD, INC.-MPLS	Supplies	\$ 1,441.82
2/14/2024	216412	HUB 70 DESIGN AND PRINT	supplies	\$ 140.25
2/14/2024	216413	HUDSON PHYSICIANS	Multiple Invoices	\$ 1,194.00
2/14/2024	216414	INTERNATIONAL FILTRATION SERVICES, INC.	Multiple Invoices	\$ 367.96
2/14/2024	216415	JAECKEL, BRYAN	Reim supplies	\$ 198.64
2/14/2024	216416	J H LARSON COMPANY	Multiple Invoices	\$ 405.49
2/14/2024	216417	JOHNSON, AUDREY	Multiple Invoices	\$ 169.00
2/14/2024	216419	J W PEPPER & SON INC	Multiple Invoices	\$ 204.60
2/14/2024	216422	KAPLAN EARLY LEARNING COMPANY	supplies	\$ 1,291.90
2/14/2024	216426	LAFORCE	Brush Jamb	\$ 3,011.50
2/14/2024	216427	LAWSON PRODUCTS INC	Multiple Invoices	\$ 274.20
2/14/2024	216428	LAY, CHRISTINA	Transportation	\$ 588.19
2/14/2024	216431	LOFFLER COMPANIES, INC.	Multiple Invoices	\$ 3,191.95
2/14/2024	216434	LUEDTKE, KRISTOPHER	Reim supplies	\$ 161.55
2/14/2024	216435	MACKIN EDUCATIONAL RESOURCES	Multiple Invoices	\$ 6,751.01
2/14/2024	216436	MANSFIELD OIL COMPANY OF GAINSVILLE, INC	Fuel	\$ 21,692.51
2/14/2024	216438	MARTIN, AUDREY	Wellness Grant	\$ 500.00
2/14/2024	216439	MASA	yrly subscription	\$ 816.00
2/14/2024	216440	MASTERCARD CORPORATE CLIENTS	Multiple Invoices	\$ 36,229.73
2/14/2024	216441	MATH MASTERS	Team Reg	\$ 120.00
2/14/2024	216444	MCREYNOLDS, NATHAN	Travel Expenses	\$ 903.49
2/14/2024	216445	MENARDS	Multiple Invoices	\$ 2,156.14

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

2/14/2024	216446	MENOMONIE HIGH SCHOOL	WIAA - WR JV	\$ 200.00
2/14/2024	216448	MINNESOTA COACHES, INC./HASTINGS BUS CO.	CE Trip Balance	\$ 146.21
2/14/2024	216452	NELSON, BRIAN	Driver Meals	\$ 207.00
2/14/2024	216454	N.E. METRO INTERMEDIATE DIST.	R B ARIS	\$ 5,355.00
2/14/2024	216455	NEUBERG, HANNA	officiating fees	\$ 120.00
2/14/2024	216456	NIEBUR, AMANDA	CE Class Pymt	\$ 120.00
2/14/2024	216460	OTTO, DYLAN	officiating fees	\$ 120.00
2/14/2024	216461	PAOLI CLAY COMPANY, INC	Clay	\$ 518.00
2/14/2024	216466	PROMOTE THE POSITIVE & THE PERFECTLY IMPER	In-service training	\$ 500.00
2/14/2024	216470	RIVER CITY STITCH LLC	t-shirts	\$ 502.00
2/14/2024	216472	RIVER FALLS MUNICIPAL	Multiple Invoices	\$ 58,242.60
2/14/2024	216473	RIXMANN, JEFFREY	Driver Meals	\$ 203.00
2/14/2024	216474	ROETZER, CONNIE	Reim supplies	\$ 355.80
2/14/2024	216475	ROGERS, NANCY	Reim mileage	\$ 146.60
2/14/2024	216477	RUDIG TROPHIES	Multiple Invoices	\$ 1,426.93
2/14/2024	216478	SALT CUBE, LLC	Wellness Grant	\$ 500.00
2/14/2024	216479	SCENARIO LEARNING LLC	SDS Renewal	\$ 1,095.48
2/14/2024	216480	SCHULTZ, RICHARD	officiating fees	\$ 200.00
2/14/2024	216481	SCHURMAN, NATHAN	Reim mileage	\$ 160.80
2/14/2024	216482	SECURITY CHECK ME INC	bkgrd checks	\$ 301.00
2/14/2024	216485	ST CROIX FALLS HIGH SCHOOL	WIAA - WR	\$ 250.00
2/14/2024	216486	STATE BAR OF WISCONSIN	Mock Trial Resv	\$ 155.00
2/14/2024	216487	STAPLES -(PAPER)	Multiple Invoices	\$ 584.47
2/14/2024	216488	STANDARD SPRING PARTS	Spring Parts	\$ 932.78
2/14/2024	216489	ST CROIX COUNTY COMMUNITY DEVELOPMENT	Wellness Grant	\$ 450.00
2/14/2024	216490	ST CROIX GAS	Multiple Invoices	\$ 23,878.35
2/14/2024	216492	VERIZON WIRELESS	monthly invoice	\$ 1,985.63
2/14/2024	216494	VISUAL IMPACT	Banners	\$ 270.94
2/14/2024	216496	WELD RILEY SC	Multiple Invoices	\$ 1,500.00
2/14/2024	216498	WILD RIVERS CONSERVANCY-ST CROIX & NAMEKA	Field Trips	\$ 420.00
2/14/2024	216500	YALE MECHANICAL LLC	BAS Service	\$ 6,087.50
2/14/2024	216501	YOUNG, JOSEPH	Reim membership	\$ 140.00
2/21/2024	216503	ABDO PUBLISHING COMPANY	Books	\$ 982.90
2/21/2024	216504	ABRA AUTO BODY HUDSON	Multiple Invoices	\$ 8,930.65
2/21/2024	216505	ACCESS SECURITY INC.	Panic Monitoring	\$ 150.00
2/21/2024	216506	ALL ABOUT LEARNING PRESS, INC.	supplies	\$ 180.75
2/21/2024	216507	ALTOONA HIGH SCHOOL	Forensics Entry Fee	\$ 614.00
2/21/2024	216512	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 5,671.43
2/21/2024	216517	BOND TRUST SERVICES CORP.	Multiple Invoices	\$ 800.00
2/21/2024	216518	BORCHARDT, REAGAN	officiating fees	\$ 170.00
2/21/2024	216521	BRICKHOUSE MUSIC, LLC	Instrument repair	\$ 384.24
2/21/2024	216522	BSN SPORTS	Multiple Invoices	\$ 6,653.70
2/21/2024	216524	BUCKHORN HARDWOODS, LLC	Wood	\$ 675.00
2/21/2024	216525	BUCKWHEAT, KAITLYNN	officiating fees	\$ 150.00
2/21/2024	216526	CAMPBELL, GARY	officiating fees	\$ 235.00
2/21/2024	216528	CARLSON, JOEL	Reim supplies	\$ 129.90
2/21/2024	216529	CERNOHOUS CHEVROLET	Equinox Repairs	\$ 3,346.94

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

2/21/2024	216530	CINTAS	BG Supplies	\$ 291.77
2/21/2024	216531	COMPUTER INTEGRATION TECHNOLOGIES INC	Multiple Invoices	\$ 1,912.00
2/21/2024	216532	CONFIDENTIAL RECORDS, INC.	Multiple Invoices	\$ 100.90
2/21/2024	216533	COUNTRYMAN & KOMRO LLC	Grad Tassels	\$ 144.00
2/21/2024	216534	CRAIL, DAVID	Multiple Invoices	\$ 316.88
2/21/2024	216535	DARROW, LEIGH	officiating fees	\$ 117.52
2/21/2024	216536	DESIGNS BY JILL	supplies	\$ 1,429.00
2/21/2024	216537	EXPRESS SERVICES INC	sub fulfillment	\$ 2,300.40
2/21/2024	216538	FENTON, ERIN	Reim supplies	\$ 330.60
2/21/2024	216539	FLIGHT DECK ATHLETICS INC.	supplies	\$ 505.00
2/21/2024	216541	GRAHAM, JACQUELINE	Reim tickets	\$ 120.00
2/21/2024	216543	HASKINS, MAXWELL	officiating fees	\$ 180.00
2/21/2024	216545	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 12,614.35
2/21/2024	216546	HOENISCH, CINDY	offic	\$ 165.00
2/21/2024	216547	HORIZON COMMERCIAL POOL SUPPLY-INC	Pool Chemical	\$ 1,562.59
2/21/2024	216550	INTERNATIONAL FILTRATION SERVICES, INC.	Multiple Invoices	\$ 1,664.03
2/21/2024	216551	J H LARSON COMPANY	Supplies	\$ 573.90
2/21/2024	216553	JOSTENS INC	Multiple Invoices	\$ 1,295.40
2/21/2024	216554	J W PEPPER & SON INC	Multiple Invoices	\$ 289.86
2/21/2024	216555	KAHUT-LOOMIS, MICHELLE	officiating fees	\$ 115.00
2/21/2024	216556	KUPKA, EMILY	officiating fees	\$ 115.00
2/21/2024	216559	LANTZ, ANDERS	State WR Food	\$ 384.00
2/21/2024	216561	LUCAS, MARY JEAN	officiating fees	\$ 125.00
2/21/2024	216562	LUEDTKE, KRISTOPHER	Travel Expenses	\$ 865.68
2/21/2024	216563	MACKIN EDUCATIONAL RESOURCES	book order	\$ 1,977.43
2/21/2024	216566	MATZEK, BRADLEY	officiating fees	\$ 200.00
2/21/2024	216568	MENARDS	Multiple Invoices	\$ 915.41
2/21/2024	216573	NCS PEARSON INCORPORATED	supplies	\$ 110.00
2/21/2024	216574	NEO ELECTRICAL SOLUTIONS LLC	Wood Shop work	\$ 314.72
2/21/2024	216575	NORTHWOOD TECHNICAL COLLEGE	Hospitality Class	\$ 4,065.60
2/21/2024	216577	O'ROURKE MEDIA GROUP-MINNESOTA, LLC	Multiple Invoices	\$ 557.31
2/21/2024	216578	OLD GEM THEATER	Field Trip	\$ 435.50
2/21/2024	216581	PARAGON DEVELOPMENT SYSTEMS INC	Multiple Invoices	\$ 4,437.52
2/21/2024	216583	PECHACEK, ROBERT	officaiting fees	\$ 120.00
2/21/2024	216584	PERMA-BOUND	bookd	\$ 2,111.40
2/21/2024	216585	PLUM, ALEXANDER	Wellness Grant	\$ 150.00
2/21/2024	216587	PRYOR, WILLIAM	officiating fees	\$ 120.00
2/21/2024	216588	PURELAND SUPPLY	Projector bulb	\$ 126.40
2/21/2024	216590	RELIANCE ELECTRIC MOTORS	motor repair	\$ 178.46
2/21/2024	216591	SERVAIS, ANN	officiating fees	\$ 165.00
2/21/2024	216593	ST. CROIX VALLEY RESTORATIVE SERVICES	Contracted therapy	\$ 6,375.00
2/21/2024	216594	ST. CROIX GARAGE DOORS & SERVICES, LLC	BG Service Call	\$ 175.00
2/21/2024	216595	STAPLES -(PAPER)	Multiple Invoices	\$ 1,368.24
2/21/2024	216596	STEEL TOWNE R.F.	Multiple Invoices	\$ 288.58
2/21/2024	216598	T-MOBILE	Multiple Invoices	\$ 672.20
2/21/2024	216599	TALAFOUS RUHLAND, ALISON	Lic/Fingerprinting	\$ 136.00
2/21/2024	216601	THE MUSICIAN'S CHOICE, LLC	supplies	\$ 134.60

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

2/21/2024	216603	ULINE	ladders	\$ 427.80
2/21/2024	216605	UNIVERSITY OF MINNESOTA-DULUTH	Scholarship Pymt	\$ 500.00
2/21/2024	216606	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 200.00
2/21/2024	216607	UW EAU CLAIRE	Choral Reg	\$ 540.00
2/21/2024	216608	UWRF	Field Trip	\$ 387.00
2/21/2024	216611	WI SCTF	Payroll accrual	\$ 127.51
2/21/2024	216612	WISCONSIN DEPT. OF REVENUE	Payroll accrual	\$ 170.63
2/21/2024	216613	WSMA	Registration	\$ 909.20
2/26/2024	216614	CRANSTON, MATTHEW	State Food \$ GHO	\$ 1,470.00
2/26/2024	216616	WILKEN, CAMERON	State Food \$ BHO	\$ 1,705.00
2/28/2024	216623	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 5,947.65
2/28/2024	216624	AUTO VALUE	Multiple Invoices	\$ 127.63
2/28/2024	216626	BECKER, CHELSEA	officiating fees	\$ 165.00
2/28/2024	216628	BESTUL, DAVE	officiating fees	\$ 117.20
2/28/2024	216629	BOWMAN, TIMOTHY	officiating fees	\$ 144.80
2/28/2024	216631	BRESINA, ZACHARY	officiating fees	\$ 170.00
2/28/2024	216632	CAMPBELL, BROOKE	Wellness Grant	\$ 1,200.00
2/28/2024	216633	CAMPBELL, GARY	Multiple Invoices	\$ 702.78
2/28/2024	216634	CAPITAL ONE	supplies	\$ 165.19
2/28/2024	216635	CARPENTER ST CROIX VALLEY	Field Trip	\$ 230.00
2/28/2024	216636	CHIPPEWA VALLEY SPORTING GOODS	PE Supplies	\$ 686.00
2/28/2024	216637	CINTAS	BG Expense	\$ 331.32
2/28/2024	216638	COMPUTER INTEGRATION TECHNOLOGIES INC	battery unit	\$ 460.00
2/28/2024	216640	CRAIL, DAVID	Multiple Invoices	\$ 266.28
2/28/2024	216642	DOWD, AIDEN	officiating fees	\$ 170.00
2/28/2024	216644	EXPRESS SERVICES INC	sub fulfillment	\$ 969.92
2/28/2024	216645	FENTON, ERIN	RB Book Fair \$	\$ 200.00
2/28/2024	216646	FOLLETT SCHOOL SOLUTIONS	License Renewal	\$ 12,683.29
2/28/2024	216647	GRAHAM, JACQUELINE	Reim supplies	\$ 268.39
2/28/2024	216648	GRAINGER	Multiple Invoices	\$ 589.66
2/28/2024	216649	H&B SPECIALIZED PRODUCTS, INC	Multiple Invoices	\$ 4,515.00
2/28/2024	216651	HAPPINESS IN A CUP WI	musical t-shirts	\$ 1,512.00
2/28/2024	216652	HASKINS, MAXWELL	officiating fees	\$ 120.00
2/28/2024	216653	HEALING ROOTS WELLNESS CENTER, LLC	CE Class Pymt	\$ 500.00
2/28/2024	216654	HILLYARD, INC.-MPLS	supplies	\$ 231.24
2/28/2024	216655	IMRIE, SCOTT	Science Supplies	\$ 108.00
2/28/2024	216656	INTERSTATE ALL BATTERY CENTER	Emerg Bkup Lights	\$ 1,000.10
2/28/2024	216659	J H LARSON COMPANY	lights	\$ 265.20
2/28/2024	216660	JOHNSON, JEREMIAH	officiating fees	\$ 110.00
2/28/2024	216661	J W PEPPER & SON INC	Multiple Invoices	\$ 324.41
2/28/2024	216667	LEMKE, FRED	officiating fees	\$ 130.00
2/28/2024	216668	LINEHAN, MARY	Wellness Grant	\$ 500.00
2/28/2024	216670	MACKIN EDUCATIONAL RESOURCES	Book order	\$ 1,185.10
2/28/2024	216673	MIDWEST BUS PARTS INC	Multiple Invoices	\$ 1,037.24
2/28/2024	216677	NEO ELECTRICAL SOLUTIONS LLC	service repair	\$ 297.23
2/28/2024	216678	NEUBERG, HANNA	officiating fees	\$ 220.00
2/28/2024	216679	NORTH CENTRAL INTERNATIONAL, LLC	BG Supplies	\$ 307.30

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

2/28/2024	216680	NYHUS, TRENTON	officiating fees	\$ 150.00
2/28/2024	216681	O'REILLY AUTO PARTS	Multiple Invoices	\$ 326.67
2/28/2024	216684	OVERHEAD DOOR CO. OF THE NORTHLAND	Door Repair	\$ 3,385.00
2/28/2024	216685	PAUL H. BROOKES PUBLISHING COMPANY INC.	Subscription	\$ 349.95
2/28/2024	216690	RELIABLE MEDICAL SUPPLY	Bantam Stander	\$ 5,412.00
2/28/2024	216691	RF REN PROJECT, LLC	Rent/Insurance	\$ 18,109.91
2/28/2024	216692	RIVER FALLS YOUTH HOCKEY ASSOC	Rink Rental	\$ 12,000.00
2/28/2024	216693	RICHARTZ, GRAYDON	officiating fees	\$ 180.00
2/28/2024	216694	RIVER STATES TRUCK & TRAILER	BG Supplies	\$ 1,065.49
2/28/2024	216699	SISKO, RYAN	Multiple Invoices	\$ 185.00
2/28/2024	216700	STAPLES -(PAPER)	Multiple Invoices	\$ 593.99
2/28/2024	216702	TWIN CITY HARDWARE CO INC.	Maint supplies	\$ 4,170.50
2/28/2024	216703	VERNIER SOFTWARE & TECHNOLOGY	supplies	\$ 223.00
2/28/2024	216704	WIAA	Multiple Invoices	\$ 2,311.70
2/28/2024	216706	WILS	Software/ Tech	\$ 4,503.47
2/28/2024	216707	WILLIAM V MACGILL AND CO	health office cot	\$ 549.00
2/28/2024	216708	WISCONSIN MATHEMATICS COUNCIL, INC.	Conf Reg	\$ 500.00

RIVER FALLS BOARD OF EDUCATION MEETING

Monday, March 25, 2024

Personnel Agenda:

1. Recommended approval of the employment of Kara Reich as part-time long term substitute Physical Therapist effective approximately March 4, 2024 through June 4, 2024 (for MiKayla Sanocki).
2. Recommended approval of the employment of Heather Vogel as part-time long term substitute Physical Therapist effective approximately March 4, 2024 through June 4, 2024 (for MiKayla Sanocki).
3. Recommended approval of the employment of Melissa Fierro as full-time long term substitute 8th Grade Math Teacher at Meyer Middle School effective approximately March 8, 2024 through May 24, 2024 (for Lindsay McLain).
4. Recommended approval of the employment of Reagan Stocker as full-time limited term substitute School Counselor at River Falls High School effective March 11, 2024 through June 7, 2024.
5. Recommended approval of the employment of Annabel Reimers as full-time long term substitute 1st Grade Teacher at Westside Elementary School effective approximately March 13, 2024 through May 31, 2024 (for Alyssa Schluessler).
6. Recommended approval of the hiring of the following short-term, on call Substitute Teachers:
 - a. Myah Olson
 - b. Katherine Keehr
 - c. Savanna Frie
 - d. Carissa Nelson
 - e. Heather Lane
 - f. Michael Stoskopf
 - g. Evan Pechacek
7. Recommended acceptance of the resignation of Emma Fowler as full-time School Counselor at River Falls High School effective the end of the 2023-24 year.
8. Recommended acceptance of the resignation of Molly Chapman as full-time Special Education Teacher at River Falls Public Montessori Elementary School effective the end of the 2023-24 year.
9. Recommended acceptance of the resignation of Lauren Thomforde as full-time Kindergarten Teacher at Rocky Branch Elementary School effective the end of the 2023-24 year.
10. Recommended acceptance of the resignation of Riley Sutton as full-time 7th Grade Math Teacher at Meyer Middle School effective the end of the 2023-24 year.
11. Recommended acceptance of the resignation of Rita Sommerfeldt as full-time Kindergarten Teacher at Rocky Branch Elementary School effective the end of the 2023-24 year. Ms. Sommerfeldt will retire after 32 years of service with the district.

12. Recommended acceptance of the resignation of Pam Friede as full-time 4th Grade Teacher at Rocky Branch Elementary School effective the end of the 2023-24 year. Ms. Friede will retire after 33 years of service with the district.
13. Recommended acceptance of the resignation of John Witt as full-time 7th Grade Math Teacher at Meyer Middle School effective the end of the 2023-24 year. Mr. Witt will retire after 34 years of service with the district.
14. Recommended acceptance of the resignation of Lisa Lockie as full-time Health Teacher at Meyer Middle School effective the end of the 2023-24 year. Ms. Lockie will retire after 35 years of service with the district.

School District of River Falls
Educational Program Committee Meeting Report

Monday, March 4, 2024 - 6:00 PM

District Office

852 E Division Street

River Falls, Wisconsin 54022

The Board of Education’s Educational Program Committee meeting was held on Monday, March 4, 2024 at District Office, 852 E Division Street, River Falls, Wisconsin 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. Director of Human Resources and Leadership, David Bell, and Director of Academic Services Nate Schurman were also present.

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

4. **Approve the RF4C Provider Contract for the 2024-25 School Year**

Nate Schurman, Director of Academic Services, presented the 2024-25 RF4C provider contract for approval.

Recommended Action: Approve the RF4C Provider Contract for the 2024-25 school year.

Alan Tuchtenhagen moved to approve the RF4C contract, Lindsey Curtis seconded the motion. The motion passed 3-0

5. **Approve the K-5 English Language Arts (ELA) Resource Adoption for the 2024-2030 School Years**

Nate Schurman, Director of Academic Services, along with K-5 Instructional Coaches Jeanne Kinney, Tanya Larsen, Heidi Usgaard, and Connie Roetzer recommended the adoption of Collaborative Classroom as the next K-5 ELA resource.

Recommended Action: Approve adoption of Collaborative Classroom as the K-5 ELA resource for the 2024-2030 school years.

Cindy Holbrook moved to approve the K-5 ELA resource adoption, Lindsey Curtis seconded the motion. The motion passed 3-0

6. **Summer School Update**

Nate Schurman, Director of Academic Services, gave an update on Summer School 2024.

Recommended Action: No action, informational only.

7. **Approve CESA 11 Shared Services Contract for the 2024-2025 School Year**

Nate Schurman, Director of Academic Services, presented the 2024-25 CESA 11 Shared Services contract for approval. A cost comparison from previous years will also be shared with committee members.

Recommended Action: Approve the 2024-25 CESA 11 Shared Services Contract.

Alan Tuchtenhagen moved to approve the CESA 11 Shared Services contract, Cindy Holbrook seconded the motion. The motion passed 3-0

8. **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.

Recommended Action: As needed.

9. SCHEDULE NEXT EDUCATIONAL PROGRAM COMMITTEE MEETING

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

Recommended Action: Set the meeting schedule as follows:

Educational Program Committee meeting: Monday, April 1, 2024, 6:00 p.m.

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

10. ADJOURN – 7:46

Alan Tuchtenhagen, Educational Program Committee Chair



SCHOOL DISTRICT OF RIVER FALLS

River Falls 4 Children

COMMUNITY-BASED 4K

AGREEMENT

This Agreement regarding the River Falls 4 Children program (“RF4C”) is between **Provider**, a partner, and the School District of River Falls (“RFSD”). This Agreement shall be for the ~~2023-2024~~ **2024-2025** school year. It is agreed between Provider and RFSD as follows:

I. OPERATIONS

- A. Provider shall hold and maintain a valid child care license issued by the Wisconsin Department of Children and Families and not be subject to or have been subject to any “enforcement actions” for a period of 2 years before the effective date of this Agreement and throughout the term of this Agreement.
- B. Provider shall provide all required teacher(s), teacher assistant(s) and site for delivery of RF4C services under this Agreement (“RF4C services”).
- C. RF4C services shall include minimum student contact time of 437 hours per school year.
- D. A school schedule of days and hours must be provided to the RF4C Coordinator by August 1, each school year.
- E. Childcare and/or extended services are an option for preschool participants but not a condition of enrollment in the RF4C program at the Provider’s facility. It is understood and agreed that RFSD has no involvement of any kind with any other services and/or care given by Provider.
- F. Provider will comply with the site technology requirements, which require, at a minimum, maintaining email and internet capabilities.
- G. The RF4C Coordinator shall be advised by the Site Coordinator of current enrollments, attendance reports and all other reports requested by RFSD in accordance with determined deadlines.

II. LOCATION/FACILITIES

- A. The RF4C services will be provided, pursuant to this Agreement, at facilities located at (add address here), River Falls, Wisconsin 54022.
- B. The Provider will maintain an appropriate environment for four-year-olds. The appropriateness of the environment is subject to the approval of RFSD. An appropriate environment includes, but is not necessarily limited to:
- (i) Maintaining indoor/outdoor space/equipment and toys in good condition;
 - (ii) Indoor play space with equipment appropriate for early childhood;
 - (iii) Outdoor play space with equipment appropriate for early childhood;
 - (iv) Maintain a clean, well-lit, secure site;
 - (v) Provide adequate personal storage space for children (i.e. "cubbies");
 - (vi) A private and confidential space to meet with parents and or specialists;
 - (vii) A space which complies with the requirements imposed by the Establishment Clause of the First Amendment to the United States Constitution;
 - (viii) A private and confidential space with a table and a minimum of four chairs to meet with parents and specialists, and to provide special education and related aids and services; and
 - (ix) Handicap accessibility in accordance with applicable laws and regulations.
- C. Custodial services for the Site will be provided at the sole cost and expense of the Provider. Custodial services shall be performed daily so that the Site remains in a safe, clean and sanitary condition.

III. STAFF

- A. The RF4C Coordinator is Becky McAleavey.
- B. The Site Coordinator is _____ . The Site Coordinator may be replaced from time to time at Provider's discretion.
- C. Provider shall provide a DPI certified teacher, who meets DPI licensure requirements for four-year-old kindergarten, for each RF4C classroom in the program.
- D. Provider shall also provide a teacher assistant, with a minimum of a high school diploma and Early Childhood I Certification (or the equivalent), for each RF4C classroom when the enrollment exceeds 13 children in the program.
- E. Provider shall obtain background checks on all its employees or independent contractors who have any involvement with the RF4C program and provide copies of each background check to the RF4C Coordinator. The background checks shall be provided before the start of the school year or, for any employees or independent contractors who begin mid-school year, before the employee starts working in the RF4C program.
- F. Provider shall ensure that each RF4C classroom has a consistent teacher and a teacher assistant.
- G. CPR and first aid trained staff are available at all times when providing RF4C services.
- H. Provider will ensure a duty-free planning time that will be equal to 2.5 hours per week. A schedule of planning time will be provided to the RFSD by the Provider for each DPI certified teacher and will be subject to the approval of RFSD.
- I. In addition to the duty-free planning time, paid preparation/collaboration time will be provided to the DPI certified teacher to collaborate with RFSD staff members, co-teachers and others. A schedule of collaboration time will be provided to the RFSD by the Provider for each DPI certified teacher and will be subject to the approval of RFSD.
- J. RF4C staff will participate in required joint training and professional development as may be required from time to time by RFSD.
- K. RFSD will provide an opportunity for teachers and directors of the RF4C program to participate in an exit survey or interview to discuss the program's strengths and weaknesses.

- L. For any DPI licensed teacher hired by the Provider, the Provider will pay the teacher a minimum of \$18.00 per hour for RF4C work performed for the Provider including time worked during instruction for the Provider and during planning for instruction. SDRF will provide a transition period for providers to attain the required minimum wage by request only and will consider such requests when submitted to the RF4C Coordinator.

IV. ACTIVITIES/CURRICULUM

- A. A developmentally appropriate preschool model shall be used by the Provider to deliver RF4C services and meet the RF4C Learner Outcomes.
- B. Site classrooms shall not be segregated by family income or a child's ability or/disability.
- C. Cultural and/family values shall be incorporated into the program.
- D. The RFSD has provided the Creative Curriculum and its components to be used in each RF4C classroom. All other materials including consumable supplies shall be provided by Provider, at its sole cost and expense.
- E. Provider shall adequately maintain all materials, equipment, supplies provided or loaned to it by RFSD. Provider shall provide a current list of provided or loaned materials, equipment, supplies upon request or if terminated from the RF4C Program.
- F. Common documentation of Early Learner Outcomes will be completed using the assessment and screening tools selected by RFSD.
- G. Provider shall participate in any data collection, reporting process, and goal setting as directed by RFSD. Data and reports shall be provided in a timely manner.
- H. Wis. Stat. §118.016 requires an early literacy screener to be administered to all 4-year-old kindergarten. Each RF4C classroom will administer the universal screener identified by the RFSD for implementation during the school year. Assessment materials will be provided by the RFSD.
- I. RFSD reserves the right to monitor curriculum implementation in each RF4C classroom throughout the school year.

V. FUNDING

- A. No fees may be required of a parent(s) or guardian(s) to enroll their child in the RF4C program.
- B. Collection of all childcare/tuition fees associated with childcare and/or extended services provided outside the RF4C program, as set forth below, shall be the sole responsibility of the Provider.
- C. Participants arriving or remaining more than 10 minutes before or after defined preschool hours are subject to childcare fees which may be assessed by the Provider, directly to the participant's parent(s) or guardian(s). In this regard, the Provider shall provide appropriate notification to parents of all fees and financial expectations.
- D. The per pupil amount to be provided by RFSD to the Provider is ~~two-thousand five hundred eighty-six (\$2586)~~ **two-thousand six hundred sixty-four (\$2664)** per school year for each eligible student enrolled in the RF4C program.
- E. Provider will receive four payments from RFSD based on pupil count and compliance with this Agreement. The first payment will occur on Oct. 15th and will be 20% of the total due. The second payment will occur on November 15th and will be 20% of the total due. The third payment will be on March 1st and will be 20%, and the final payment will occur on April 15th - or after the Provider has completed all year end activities and provided all required documentation to RFSD, whichever is later. The amount of each payment will be based on the student count taken 2 weeks prior to payment date.
- F. RFSD reserves the right to withhold any or all installment payments in the event the Provider does not comply with any of the requirements of this Agreement, including without limitation the completion of all year-end activities and the provision of all required documentation. Withheld installment payments will be made once the Provider has complied with the Agreement to the satisfaction of RFSD.
- G. If the conditions in this paragraph are met, an additional per pupil amount of ~~\$80~~ **\$90** will be provided by RFSD to the Provider per school year for each eligible student enrolled in the RF4C. Provider will receive payments in accordance with the payment schedule in Section V., paragraph E. To receive these payments, Provider must provide sufficient documentation to the District 4 weeks after each payment to show that Provider made the bonus payments to all 4k teachers in an amount equivalent to the per pupil amount in this paragraph. This distribution of the increase should be in a uniform manner per teacher, and any increase should not impact other existing benefits.

VI. PARENT INVOLVEMENT

- A. Parents shall have input into their child's educational program and care.
- B. Parents are encouraged to be involved with governance.
- C. Parents and/or community members may serve as volunteers, if appropriate screening is conducted by Provider, under circumstances the Provider deems safe and appropriate and which do not violate any provision of this Agreement.
- D. Providers shall collaborate to offer a total of 87.5 hours of required parent involvement activities and will actively participate to fulfill the annual RF4C Parent Involvement Plan.

VII: SUPPORT SERVICES

- A. The Provider shall actively participate in the Student Support Team (SST) process which helps to identify students who may need additional support for learning.
- B. The River Falls School District will provide Special Education support by providing consultation and coaching through a special education teacher.
- C. If the level of need for special education support is greater than the consultation and coaching provided then the IEP team will convene to determine if additional special education support and/or alternative placement is needed.
- D. Support services provided by Provider shall include:
 - (i) Immunization records on file;
 - (ii) Information on health and safety;
 - (iii) Integration of special education students, when appropriate;
 - (iv) Maintenance of student records.
 - (v) Staff background checks; and
 - (vi) Crisis planning to consist of protocols for staff and students, submission of safety drill schedule, and documentation.

VIII. STANDARDS

- A. The recommended RF4C enrollment is 21 four-year-olds per classroom with up to a maximum of 24 based on district administrative recommendation and need. Classroom enrollment is aligned with the licensing regulations for square footage of 35 sq. ft. per child. Total classroom enrollment shall not exceed a staff-child ratio of 1:13 as required in state child care licensing regulations.
- B. Should the Provider fail to attain an initial enrollment of at least 10 students by August 1st, it shall have the right to withdraw from this Agreement by providing written notice to RFSD by August 5th.
- C. Non-RFSD students may participate in the 4K program, but enrollment priority must be given to RFSD students. Provider further agrees to notify RFSD of the enrollment of any and all non-RFSD students.
- D. Non-RFSD students who are not eligible for open enrollment in RFSD will be subject to tuition charges. RFSD shall be responsible for the billing and collection of such charges. In the event of non-payment of tuition charges, RFSD will notify Provider, and Provider agrees to exclude the affected student until RFSD advises that payment has been made to its satisfaction.
- E. The Provider and the RF4C classroom are subject to, and agree to comply with all applicable Wisconsin Department of Children and Families child care licensing regulations, DPI standards, Wisconsin Statutes, RFSD policies and appropriate early childhood education procedures.
- F. Prior to providing any services under this Agreement, the Provider shall review the River Falls 4 Children Manual provided by the RFSD and Provider shall comply with all requirements set forth in the Manual at all times.
- G. The Provider must remain in good standing with the Wisconsin Department of Children and Families licensing authority. Any violation documented by the Wisconsin Department of Children and Families, whether or not it results in an "enforcement action," shall be immediately reported to RFSD. Failure to report within 7 days of the issuance of the violation shall constitute a breach of this Agreement.

IX. EVALUATIONS

- A. Program: An evaluation process of the RF4C Program shall be conducted annually by the RF4C Coordinator. The RF4C Fidelity Checklist will be used to help create consistency and best practices in implementing the most positive outcomes.
- B. Staff: Evaluation of staff shall be conducted by the Provider as required by the Provider contracts, policy and procedures. Provider shall be solely responsible for staff evaluation, however, Provider will seek input from the Program Coordinator regarding concerns, if any.

X. INSURANCE AND INDEMNIFICATION

- A. Additional Insured Endorsement. Before commencing any services under this Agreement Provider shall provide RFSD with a Certificate of Insurance showing the coverage specified below as being in force during the terms of the Agreement. The "School District of River Falls" shall be named as an additional insured on the General Liability coverage and a copy of the specific or blanket additional insured endorsement must accompany the Certificate of Insurance along with assurance that the insurance will not be canceled or changed except upon 30 days written notice to RFSD.

Provider shall send Certificates of Insurance and supporting documentation directly to RFSD at the address provided for notice below.

- B. General Liability Insurance. Provider shall provide the RFSD with a certificate of General Liability Insurance. General Liability Insurance limits shall be no less than \$1,000,000 per occurrence and \$1,000,000 aggregate or \$500,000 General Liability and \$500,000 Umbrella.
- C. Professional Liability Insurance. Provider shall provide the RFSD with a certificate of insurance evidencing Professional Liability Insurance. The Professional Liability limits shall be no less than \$1,000,000 and the insurance shall not exclude coverage for liability for Corporal Punishment, Sexual Abuse/Molestation or any similar intentional conduct. The coverage shall include coverage for claims covered by standard educators legal liability coverage.
- D. Workers Compensation Insurance. Provider shall provide the RFSD with a certificate of insurance evidencing Workers Compensation in an amount equal to that required by statute.

- E. Auto Liability Insurance. In the event Provider will be using vehicles to transport students (either owned by Provider or its employees or volunteers), Provider shall provide the RFSD with a certificate of insurance evidencing insurance limits of no less than \$500,000 combined single limit.
- F. Provider agrees to defend, indemnify, and hold harmless RFSD, its school board, administration, employees, and volunteers, individually and collectively, from and against all costs, losses, claims, actions, attorney fees, and judgements arising from personal injuries, property damage, or otherwise, that may arise from or alleged to be caused by Provider's negligence as a result of Provider's use or occupancy RFSD's land, facilities, or equipment.
- G. Provider agrees to defend, indemnify, and hold harmless RFSD, its school board, administration, employees, and volunteers, individually and collectively, from and against all costs, losses, claims, actions, attorney fees, and judgements arising from personal injuries, property damage, or otherwise, that may arise from or alleged to be caused by Provider's negligence as a result of Provider's performance or providing of RF4C services under this Agreement.

XI. BREACH

- A. If either party breaches any term, covenant, or condition of this Agreement, the breaching party shall notify the non-breaching party and advise the non-breaching party of its efforts to cure the breach. This Agreement may be terminated by the non-breaching party immediately, or the non-breaching party may, at its sole discretion, provide the breaching party with a time period to achieve compliance, at the option of the non-breaching party.
- B. This Agreement may be terminated by the RFSD immediately, without payment or penalty of any sort, if it deems that the health or safety of participants is in jeopardy, regardless of whether the jeopardy results from a breach of this Agreement or any other reason.
- C. If, at any time during the term of this Agreement, it is found that Provider has not performed fully its obligations under any other agreement with any party, or that the financial credit of the Provider has changed, been misrepresented or has been impaired, RFSD may terminate the Agreement immediately.

XII. MISCELLANEOUS

- A. Notice: Except as otherwise expressly provided in this Agreement, all notices and communications regarding this Agreement shall be in writing and shall be addressed to:

Notice to RF4C Provider:

or such other place as such party may subsequently be designated in writing.

Notice to School District: ~~Nate Wells~~ **Kai Rodgers**
RF4C Program Administrator
River Falls School District
852 E Division St
River Falls, WI 54022
FAX: 715-425-1804

or such other place as such party may subsequently be designated in writing.

Notices shall be sent by registered or certified U.S. mail, postage prepaid, or by commercial overnight delivery service and shall be deemed delivered to the addressee on the date of the return receipt acknowledgment (in the case of notices sent via U.S. mail) or on the next day after the date the notice was sent (in the case of notices sent by overnight delivery service).

- B. Effects of Headings: Headings to articles and paragraphs of this Agreement are to facilitate reference only, and do not form a part of this Agreement, and shall not in any way affect the interpretation of the Agreement.
- C. Non Waiver: No course of dealing or failure of RFSD to strictly enforce any term, right or condition of this Agreement shall be construed as a waiver of such term, right or condition.
- D. Severability: Should any part of this Agreement be declared invalid, such order shall not affect the validity of any remaining portion, which shall remain in force and effect as if this Agreement had been executed with the invalid portion eliminated.
- E. Assignment: Neither party may transfer or assign its rights under this Agreement without prior written consent of the other party.
- F. Governing Law: This Agreement is governed by and construed in accordance with the laws of the State of Wisconsin.

- G. Entire Agreement: This Agreement constitutes the entire Agreement of the parties regarding the subjects addressed herein and shall supersede all previous agreements between the parties, written or verbal. The Agreement may not be altered or amended except by written amendment signed by both parties.
- H. Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate, each constituting an original, by their duly-authorized representatives.

Dated this ____ day of _____, 20__.

RF4C Provider Name

School District of River Falls

By: _____
 Name:
 Title:

By: _____
 Name: ~~Nate Wells~~ **Kai Rodgers**
 Title: RF4C Program Administrator

By: _____
 Name:
 Title:

By: _____
 Name: Becky McAleavey
 Title: RF4C Coordinator

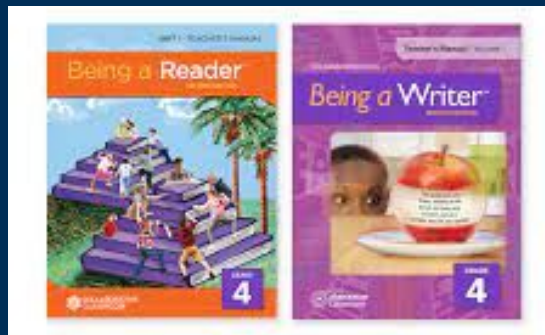
English Language Arts Adoption



March 4, 2024

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Our new Literacy Program will be...



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Greatest Benefits of this Program: The Collaborative Approach

This Research shows us that *learning relies on integrated systems that support all aspects of children's development: a supportive environment, social skill development, evidence-based instructional strategies, and a system of supports (Darling-Hammond et al. 2020)*

- **Intentionally devoting time to build relationships, blending social development and academic instruction with teacher support, attending to the needs of individual students and supporting learning by making connections to what they already know and new learning.**

Key Elements for Learning

Relationships and Social Skill Development:

Environment, relationships and culture all impact students' ability to learn. Trusting relationships with teachers and peers need to be established so that students gain confidence and feel comfortable taking risks. (Osher et al. 2020)

Culturally and Linguistically Responsive Approaches

When students' cultural and linguistic backgrounds and knowledge are viewed as assets, it creates an inclusive learning environment that fosters academic engagement and growth. (Darling-Hammond 2015)

Attending to the Needs of Individual Students

Because variability in learning is the norm, we cannot expect all students to succeed with "one-size-fits-all" instruction.

Connecting Prior Knowledge and New Learning

If student's prior knowledge is not activated, learners may fail to grasp the new concepts and information being taught, or they may learn them superficially but not be able to apply them. (National Research Council, 2000)

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Spring 2023

- Form K-5 ELA Committee
- April: K-5 ELA Committee
 - Data Dig
 - Beginning development of Beliefs, Mission, Vision
- June: K-5 ELA Committee
 - Establish Beliefs, Mission, Vision
 - Identify key criteria for development of ELA resource review rubric.

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ELA Curriculum Review Committee

Kindergarten	First Grade	Second Grade
Carrie Brittain - GW Lauren Thomforde - RB Helen LaRoue - WS	Brenda Lund - GW Caitlyn Severson - RB Kristy Wickboldt - WS	Anna Clark - GW Rachelle Schroeder - RB Lori Sather - WS
Third Grade	Fourth Grade	Fifth Grade
Brooke McMillan - GW Tessa Amundson - RB Lori Rosenow - WS	Larissa Lueck - GW Anna Zalusky - RB Nancy Lindquist - WS	Jamie Follstad - GW Maddie Morgan - RB Jessica McQuade - WS
Specialists:		
Administrators: Nate Schurman, Kate Skappel, GW, Chris Kamrath, WS, and Ashley Bingenheimer, RB SPED: Cliff Johnson Title I: Megan Felling EL: McKenna Cook Instructional Coaches: Heidi Usgaard, RB, Connie Roetzer, MT, Tanya Larsen, GW, and Jeanne Kinney, WS		

VISION STATEMENT

[Jamboards](#)

WHERE WOULD YOU LIKE OUR DISTRICT TO BE IN THE NEXT 3-5 YEARS?
 USE THESE 5 CORE PRACTICES/FOCUS AREAS TO DEVELOP THE "BIG PICTURE"

High Quality Core Instruction	Growth mindset/life long learning	Collaboration	Rigor	Student Engagement
-------------------------------------	---	---------------	-------	-----------------------

Elementary school educators in the School District of River Falls utilize high quality resources and instructional practices to deliver intentional and organized English Language Arts instruction that includes reading, writing, speaking, listening, and language skills so that students are successful in school and beyond. We will achieve this vision by committing to the following values:

Use explicit and systematic instruction to:

- Build strong foundational skills: oral language, phonological & phonemic awareness, phonics, and fluency.
- Expand knowledge of linguistics
- Comprehend a variety of complex texts
- Develop writing skills and processes to communicate appropriately considering audience, purpose, and task.

As well as:

- Cultivate the ability to think critically and flexibly, communicate effectively, and collaborate respectfully.
- Utilize authentic texts that have the power to inform, transport, validate, and make connections.
- Engage all learners through equitable practices and high expectations in an inclusive classroom environment.
- Establish a culture among educators that is student-centered and data-driven, committed to continuous professional learning and collaboration.

Summer of 2023

- DAS/Coaches review 10 resources based on third party product review, neighboring district use, and word of mouth.
- **Rubric** created from, ELA committee ideas, to review resources

ELA Resources Under Review Summer of 2023

	Alignment (edreports)	Usability (edreports)	CESA Schools Using Resource/Year Adopted
Wonders - McGraw Hill	Meets Expectations	Meets Expectations	Colfax (2018)
Core Knowledge Language Arts (CKLA) - Amplify	Meets Expectations	Meets Expectations	Grantsburg (2021), Rice Lake K-1 (2023), Shell Lake (2021), Webster (2021), Elk Mound, Zumbrota-Mazeppa
Into Reading - Houghton Mifflin Harcourt	Meets Expectations	Meets Expectations	Amery (2022), Boyceville (2022) Elmwood (2021), Frederic (2021), Rice Lake Grades 2-4 (2023), Unity (2021)
My View Literacy - Savvas Learning Company	Meets Expectations	Meets Expectations	
American Reading Company - American Reading Company	Meets Expectations	Meets Expectations	Lake Holcomb, Owen-Withee, Salem, Ladysmith, Greenwood, Sothern Door
Fishtank Plus ELA - Fishtank Learning (online platform only)	Meets Expectations	Partially Meets	
Fountas and Pinnell Classroom	Does Not Meet	Unavailable	Hudson (2020), New Richmond (2019)
Units of Study - Heinemen	Does Not Meet	Unavailable	Menomonie (2022, 3-5), Cameron (2018, Reading), Osceola (2018), Pepin (2018)
Collaborative Literacy			Oconto Falls, Parise Farm, Baldwin Woodville, Eden Prairie, Edina, Hopkins, West St. Paul
Benchmark Advance	Meets Expectations	Partially Meets	River Falls (2018), Menomonie K-2 (2022), 3-5 (2023), Superior (2023), Mineral Point (2023)
Savvas Essentials: Foundational Reading (K-2) -	Meets Expectations	Unavailable	
From Phonics to Reading (K-2) - William H. Sadlier	Meets Expectations	Unavailable	Elk Mound (2019)

End of Summer 2023: 6 Resources

- Wonders - McGraw Hill
- CKLA - Amplify
- Into Reading - HMH
- My View Literacy - Savvas
- Fountas and Pinnell Classroom - Heinemann
- Collaborative Literacy - Collaborative Classroom

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Fall of 2023: Resource Review

	Review Start Date	Review End Date	Resource Open House
Greenwood	September 5	September 29	September 26: 4:00-7:00
Westside	October 2	October 20	October 10: 4:00-7:00
Rocky Branch	October 23	November 13	October 23: 4:00-7:00

[Parent Resource review feedback form](#)

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Fall of 2023: Resource Review Community Comments

"has ample variety of fiction and non-fiction texts"

"doesn't replace eyeball-to-eyeball learning opportunities with technology(screen time)"

"Holds high expectations of student learning (Goal 1 of strategic plan) and supports the district's commitment to providing challenging, meaningful, and engaging learning experiences to our students (District's mission statement)"

"includes a wide variety of authentic books that are highly-engaging in both content and format"

"Comes with ample and ongoing professional development for teachers"

"Offers many developmentally appropriate instructional strategies and learning opportunities (large group, small group, collaborative, independent, hands-on, games, songs, movement, etc"

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Fall of 2023: Resource Review

- **October 9th Inservice:** ELA Committee Resources review.
- **November 6th Inservice:** Guided review on 4 resources by the ELA Committee. [Notes: Collaborative Literacy; Into Reading; MyView, F & P](#)

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Teacher Feedback on Collaborative Literacy

"Very true to the science of reading"

"Actual literature"

"Phonics and word study looks great"

"Small group mastery check every 4 weeks (includes decodable words, HFW, comprehension, and guided spelling)"

"Handwriting and hand strengthening activities in Kindergarten"

"Well written conferring prompts and recording sheets included"

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Fall of 2023: Resource Review

- **November 16-December 22:** Coaches reviewed feedback from staff and parents and narrowed our potential resources to a manageable number of four. To include: myView, Into Reading, Wonders, Collaborative Classroom.
- **November 21:** Notified top 4 vendors of in-person presentation on January 22, 2024 inservice. [Vendor Rubric](#)

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Winter of 2023-24: Resource Review

- **December 15 and 18:** DAS and Coaches engage in virtual vendor presentations on top 4 series using ELA vendor presentation [rubrics](#)
- **Early January:** School visits and reference calls.
 - Glenwood City, Somerset, Eagan, Mendota Heights, Ashwaubenon, Wisconsin Rapids, Elmbrook, Rice Lake, Wayzata,
- **January 22:** Vendor presentations to representatives of the ELA Committee.

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Teacher Feedback on Collaborative Literacy after 1/22

"The decodable texts align with the spelling and phonics."

"Writing is explicitly taught using mentor texts and grammar components."

"Culturally and linguistically responsive supports and stories."

"Explicit word study at all grade levels."

"Vocabulary development connected to text and deep discussion."

"Targeted small group phonics instruction to mastery."

"Includes work on the social development of students."

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Winter of 2023-24: Resource Review

- **January 24:** Coach/Principal meeting to discuss teacher feedback from January 22 presentations.
- **January 26:** Initial notice of DPI approved resources.
 - CKLA
 - Wit and Wisdom only if partnered with Geodes and Really Great Reading.
 - Possible re-submission for certain vendors.
 - Priority review of others for possible addition to list on February 6, 2024.
- **January 26 and Beyond:** Contract negotiations
-
- **January 31: Coach/Principal meeting:** Review of all teacher feedback, vetting notes, coach review perceptions.
-

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Winter of 2023-24: Resource Review

- **February 20:** Collaborative Classroom Vendor Q and A
- **February 21:** myView Vendor Q and A

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Why Collaborative Classroom is the best choice for River Falls Schools (The Stand Out Components)

- Authentic, Diverse Texts
- Teachers know students as readers
- Consistent lesson structure
- Targeted small group phonics to mastery (K-2)
- Emphasizes word study (2-5)
- Allows for focus on effective literacy instruction
- SIPPS intervention aligned with core
- Strong vocabulary instruction
- Students are talking, reading, and writing about texts
- Opportunities to meet students where they are at to promote growth
- Practices social skills to promote the characteristics of a learner
- Effectively guides students through the process of writing
- Scaffolding for all learners including support for our EL students
- Aligns with science based reading instruction
- Professional development personalized to RFSD
- Independent work includes meaningful work
- Aligns with the Science of Reading

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Why Collaborative Literacy is the best choice for River Falls Schools (The Stand Out Components)

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Authentic, Diverse Texts

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Teachers know students as readers

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Practices social skills to promote the characteristics of a learner.

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Strong vocabulary instruction

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Why Collaborative Literacy is the best choice for River Falls Schools (The Stand Out Components)

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- Independent work includes meaningful work

Targeted small group phonics to mastery (K-2)

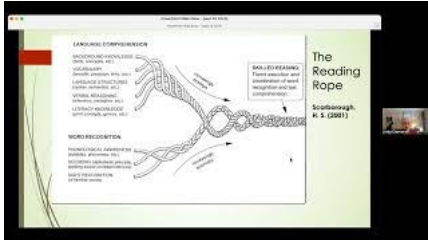
24

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Research on Small Group Mastery:

"Teachers face the challenge of ensuring that learning is equitable and that achievement gaps close. Quality instruction in small, focused groups overcomes this challenge".

As opposed to large group exposure, small group mastery-based instruction is the focus.



Video--2:17-3:30

[-LINK](#) to Linda Diamond article

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Samples of Key Components

- Implementation Guides
- Teacher Unit Guides (Reading and Writing)
- Mentor Text Trade Books
- Small Group Teaching Guides (Sets 1-12)
- Small Group Text Sets
- Student Response Journals
- Word Study Journals
- Independent Daily Reading Library
- Vocabulary Cards
- Word Sorts
- Handwriting Notebooks (K-1)



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Essential Components of Reading Instruction in Being a Reader™

Promoting the Development of Independent Learners

INSTRUCTIONAL STRANDS	DECODING AND WORD RECOGNITION	LANGUAGE COMPREHENSION	READING COMPREHENSION	WRITING AND SPELLING
Reading (K-5)	Phonological and phoneme awareness, phonics, fluency, high-frequency words	Syntax, concepts of print, variety of genres, discussions about texts	Reading strategies, texts on related topics, metacognition	Reading-writing connections to deepen knowledge
Small-Group Reading (K-2)	Phonological and phoneme awareness, phonics, fluency, decoding (alphabetic principle and spelling-sound correspondences), high-frequency words	Variety of genres, discussions about texts	Reading strategies, metacognition	Application of known spelling-sound correspondences to writing
Book Clubs (3-5)		Variety of genres, discussions about texts	Reading strategies, metacognition	Reading-writing connections to deepen knowledge
Vocabulary/ Word Study (K-5)	Syllable types, word analysis, decoding polysyllabic words	Tier 2 and 3 words, word learning strategies, morphological awareness, figurative language		Application of known spelling-sound correspondences to writing
Letter Names (K)	Letter recognition			
Handwriting (K-1)	Letter recognition			Posture, hand strengthening, grip, letter formation
Independent Work (K-2)	Fluency, phonics, phonological awareness	Syntax and vocabulary acquisition	Independent reading	Handwriting, reading-writing connections

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Spring 2024: Resource Review

- **March 4, 2024:** Final presentation of selected resource to Educational Program Committee.
- **March 25, 2024:** Final approval by full school board.
- **May 10, 2024:** Initial training on new resource.
- **Summer of 2024:** Optional asynchronous online training through vendor.
- **August 2024:** Second training session on new resource.
- **Winter 2024/25:** Third training on new resource.

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RIVER FALLS

Shared Service Contract 2024-2025

We will renew all the services you are presently purchasing unless you have checked the column to drop the service.

SIGN, DATE AND RETURN TO CESA #11 By March 28, 2024

REQUIRED SERVICES

Program Area	Code	Estimated Cost	Renew
CESA Administration	100	\$16,853	X
Cooperative Bidding/Purchasing	730	\$1,329	X
Delivery Service	747	\$2,190	X

INSTRUCTIONAL SUPPORT & PROFESSIONAL DEVELOPMENT (ISPD)

Program	Code	Estimated Cost	Purchase	Renew	Drop
Career & Technical Education (CTE) Library	551	\$975	☐		
Comprehensive Consulting & Networking Services (CCNS)	756	\$6,890		X	☐
Curriculum Coordinator	776	_____ # of Days (10 day minimum)	☐		
Cybersecurity NEW	746	TBD	☐		
District Level Consulting Services: 1-9 Days	757	\$1,145/Day _____ # of Days		☐	X
District Level Consulting Services: 10-19 Days	753	\$1,120/Day _____ # of Days	☐		
District Level Consulting Services: 20+ Days	739	\$1,080/Day _____ # of Days	☐		
Early Learning Consortium	539	\$1,625	☐		
EL (English Learners) Coordinator Services	786	\$1,120/Day _____ # of Days (10 day minimum)	☐		
Grant Development Services	870	\$1,145/Day _____ # of Days	☐		
Healthy, Safe, Respectful Schools	650	\$2,675		☐	X
Innovative Teaching & Learning Consortium (ITLC)	740	\$1,650	☐		
Literacy Support Services	329	\$2,825	☐		
Promoting Equity for Every Student	652	\$1,025		X	☐
Reading Specialist	324	\$1,080/day _____ # of Days (20 day minimum)	☐		
Science, Math & Technology Resource Center (SciMaTech)	679	\$2,700/\$3,745/\$4,995/\$5,825		☐	X
Special Education Instructional Media Center (SEIMC)	698	\$3,650 / \$5,400 / \$6,970	☐		
Title I: Administration and Program Services	705	4.95% of Annual Title I Allocation		X	☐
Title II A Consortium: Building Systems of Support for Excellent Teaching & Leading	702	4.95% of Title IIA Allocation	☐		
Title III Consortium: English Learners (EL)	345	Consortium Grant: Paid with Federal Funds		X	☐

SPECIAL EDUCATION SERVICES

Program Area	Code	Estimated Cost	Purchase	Renew	Drop
Audiology Services	355	Calculated on Individual District Basis		X	☐
Hearing Impaired Program Teacher	130	Calculated on Individual District Basis	☐		
Occupational Therapy	151	Calculated on Individual District Basis	☐		
Physical Therapy	152	Calculated on Individual District Basis	☐		
School Based Services (SBS)	240	\$75 per Medicaid eligible student	☐		
School Psychologist	167	Calculated on Individual District Basis	☐		
Special Education Director	106	Calculated on Individual District Basis	☐		
Special Education Consultation	301	\$1,145/Day _____ # of Days	☐		
Speech Therapist	181	Calculated on Individual District Basis	☐		
Supporting Students with Disabilities Network	712	\$2,760		X	☐
Vision Impaired / Orientation & Mobility Program	135	Calculated on Individual District Basis		X	☐

TECHNOLOGY SERVICES

Program Area	Code	Estimated Cost	Purchase	Renew	Drop
CESA 11 Distance Education Network (Formerly Northern Lights Distance Learning Administration)	668	\$8,775	☐		
CESA 11 Interactive Special Events Service (Formerly Northern Lights Managed Service)	664	\$4,525 / \$5,560	☐		
E-Rate Services	751	5% of Allocation / Minimum / Cap <i>See catalog for details</i>	☐		

BUSINESS SERVICES

Program Area	Estimated Cost	Purchase	Renew	Drop
Business Manager Services	Customized Fee	☐		
Fiscal Agent Services	Customized Fee	☐		
Maintenance of Effort (MOE) Services	Customized Fee	☐		
Payroll Processing/Benefits Administration	Customized Fee	☐		

Authorized Signature

Date

Note: Because some service costs are based on projected expenses and/or participation, some rates may be adjusted during this time period.

School District of River Falls
Finance and Facilities Committee Meeting Report

Monday, March 11, 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, March 11, 2024 at District Office, 852 E Division Street, River Falls, Wisconsin 54022. Committee member Casey called the meeting to order at 6:00pm. 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 Bob Casey and Alison Page were present. Also present were Board members Lindsey Curtis, Stacy Johnson Myers, and Alan Tuchtenhagen. Superintendent Jamie Benson, Director of HR David Bell, Director of Academic Services Nate Schurman 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

A community member commented on the District’s financial communication and open enrollment.

4. 2023-24 Budget Update

The Director of Finance Lynette Coy provided a 2023-24 budget update.

Action: None, informational only.

5. 2024-25 Budget Projection

The Director of Finance Lynette Coy provided an updated 2024-25 budget projection.

Action: None, informational only.

6. Food Service Management Services Contract (FSMC) for 2024-25

The Director of Finance Lynette Coy made a recommendation on the Food Service Management Contract (FSMC) for the district.

Action: Motion by Page, seconded by Casey to approve the FSMC contract with Chartwells for the 2024-25 school year to be submitted to DPI.

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

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

Action: The administration will provide regular referendum project planning updates at future meetings.

8. SCHEDULE NEXT FINANCE & FACILITIES COMMITTEE MEETING

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

Action: Set the meeting schedule as follows:

Finance and Facilities Committee meeting, Monday, April 8, 2024, 6:00 p.m.

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

9. ADJOURN at 6:38pm

Bob Casey, (acting) Finance and Facilities Committee Chair



Date: March 11, 2024
To: Finance & Facilities Committee
From: Lynette Coy, Director of Finance & Facilities
Re: Food Service Management Company Services

Districts that contract for food service management services are required every five (5) years to seek proposals. The District's current contract with Chartwells renewed in 2019 and expires 6/30/2023.

Timeline of events:

2/2/24 – The District issued the Request for Proposals (RFP) to all 17 known FSMC's in WI

2/20-24 – The District hosted pre-bid walkthroughs – Taher, SFE & Chartwells were present

3/5/24 – Proposal deadline date – One (1) company submitted a bid – Chartwells

A committee consisting of Mike Miller, Bob Casey & Lynette Coy reviewed the bids and agreed that Chartwells be awarded the FSMC contract beginning July 1, 2024 for the following reasons:

- Appropriate and reasonable contract pricing
- Financial return to the District
- Excellent experience & partnership with the District for the past 24 years
- On-site Manager
- Willingness to develop innovative menu items and serving options

Recommended Action: Approve Food Service Management Company contract with Chartwells for July 1, 2024 to be submitted to DPI.

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

Monday, March 11, 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, March 11, 2024 at District Office, 852 E Division Street, River Falls, Wisconsin 54022. Chair Johnson Myers called the meeting to order at 6:38 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 Alan Tuchtenhagen, Lindsey Curtis, and Alison Page were present. Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, Director of Academic Services Nate Schurman, and Director of Finance and Facilities Lynette Coy were also present.

1. CALL TO ORDER - 6:38 PM

2. MANNER OF PUBLIC NOTIFICATION OF MEETING

3. HEARING OF VISITORS OR DELEGATIONS-NONE

4. 2024-25 HEALTH AND DENTAL INSURANCE CARRIERS

This month, multiple carriers submitted fully insured and self-insured health/dental proposals for 2024-25. The Insurance Study Committee provided recommendations for health and dental providers.

Action: Motion by Johnson Myers, second by Casey to approve Health Partners as the health and dental provider for the 2024-25 school year. Motion carried unanimously.

5. 2025-26 SCHOOL CALENDAR FEEDBACK

Over the next month, the Calendar Committee and administrative team will be reviewing the 2025-26 school calendar. Prior to offering a formal recommendation, the committee asked for input from the Personnel Committee.

Action: None, informational only.

6. REVIEW POLICY 535.1 PROFESSIONAL STAFF TIME SCHEDULES AND 535.3 JOB SHARING

The administrative team recommended revisions to Policy 535.1 Professional Staff Time Schedules and 535.3 Job Sharing.

Action: Motion by Casey, second by Holbrook to approve revisions to Policy 535.1 and 535.3. Motion carried unanimously.

7. REVIEW REVISIONS TO RIVER FALLS 4 CHILDREN (RF4C) COORDINATOR JOB DESCRIPTION

This agenda item was tabled until May.

Action: None

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 AND TO DISCUSS 2024-25 CONTRACT NEGOTIATIONS. ROLL CALL VOTE REQUIRED.

Action: Motion by Johnson Myers, second by Casey to adjourn to closed session at 7:09 PM. Holbrook-Yes, Casey-Yes, and Johnson Myers-Yes.

9. RECONVENED INTO OPEN SESSION AT 8:12 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 regarding the 2024-25 staffing plan.

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, April 8, 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 8:12 PM

Stacy Johnson Myers, Personnel Committee Chair

PERSONNEL COMMITTEE CLOSED SESSION REPORT

Monday, March 11, 2024

District Administrative Office Conference Room

7:09 PM

The Personnel Committee convened to executive session at 7:09 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 and 2024-25 contract negotiations..

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

PRESENT

- Committee Members Bob Casey, Cindy Holbrook, and Stacy Johnson Myers.
- Board members Alan Tuchtenhagen, Lindsey Curtis, and Alison Page.
- Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, Director of Academic Services Nate Schurman, and Director of Finance and Facilities Lynette Coy

1. PRELIMINARY NONRENEWAL OF CERTIFIED STAFF

Action: None.

2. DISCUSS 2024-25 CONTRACT NEGOTIATIONS

Contract timelines and goals were discussed.

Action: None, information only.

3. ADJOURNED AT 8:12 PM.



INSURANCE RFP UPDATE

The Insurance Study Committee is prepared to make the following insurance recommendations for the 2024-25 School Year.

- Recommendation #1: Approve HealthPartners to serve as the district's health insurance provider for the 2024-25 school year.
- Recommendation #2: Approve HealthPartners to serve as the district's dental insurance provider for the 2024-25 school year.

HEALTH INSURANCE RFP

The District completed a request for proposals (RFP) for the 2024-25 school year. The goal was to maintain the current plan design (deductible, coverage, network). In addition, the district expressed an interest in aligning its deductible period to the plan year. The following carriers submitted proposals:

- Medica → Fully insured/self insured
- Anthem BlueCross → Fully insured
- United Healthcare → Fully insured
- HealthPartners → Fully insured

HEALTH INSURANCE PROPOSALS

Two proposals were identified as the most competitive.

- Medica's fully insured proposal with no change to the deductible year: 7.9% premium increase over current, with no rate cap in year 2.
- HealthPartners' fully insured proposal that aligns the deductible year and plan year: 4.0% premium increase over-current, with a rate cap of 12% in year 2.
 - This proposal requires a switch to HP Dental (more information below)
 - This proposal includes a 6-month deductible credit for qualifying deductible expenses between 1/1/24-6/30/24.
 - Due to IRS regulations, deductibles have to be increased to:
 - Base Plan:
 - \$2400-Single (\$400 deductible increase)
 - \$4800-Family (\$800 deductible increase)
 - Alt. Plan: \$4800/\$9450
 - \$4800-Single (\$800 deductible increase)
 - \$9450-Family (\$1450 deductible increase)
 - HP also offered one additional plan option for employees.
 - The Achieve network has fewer in-network options, but has a lower premium.
 - Employees who select this plan will pay a lower premium contribution percentage.

ISC HEALTH INSURANCE RECOMMENDATION

These factors contributed to the ISC making this recommendation:

- Overall premium savings for the district and employees. The HP plan is \$237,889 less annually when compared to Medica's offer for the same plan.
- The alignment of deductible and plan year is a positive for employees. HP will offer a credit for deductible expenses incurred between 1/1/24-6/30/24. This means employees will effectively have an 18-month deductible accumulation period from 1/1/24-6/30/25. The deductible limits went up slightly, but this should be net positive for employees.
- Generally high level of satisfaction with HP. The 'Empower' Network is the same as the district had in 2021-22 and will offer minimal disruption from the current Medica Network.
- The 'smaller' Achieve network may be a favorable option for employees who primarily use HP sponsored providers or for employees looking for a less expensive premium option.
- This decision means the employees lose access to My Health Rewards Invest Program. This has been a popular way for employees to add to their HSA. However, the overall cost to stay with Medica would have resulted in decreases to the district's contribution to Health insurance.

The attached table shows a comparison between the current plan design with Medica (outlined in column 2 and 3), to HP's comparable 'Empower' network (column 4 and 5), and the Achieve network (outlined in column 5 and 6) ([LINK](#)).

DENTAL INSURANCE RFP

The District completed a request for proposals (RFP) for the 2024-25 school year. The goal was to maintain the current plan design (deductible, coverage, network). The following carriers submitted proposals:

- Delta→ Fully insured/self insured
- Health Partners→Fully insured/self insured

DENTAL INSURANCE PROPOSALS

Due to HP's incentive to 'bundle' health and dental, the best options to consider were HP's fully insured/self-insured proposals. Of these two options, the self-insured was the most cost effective option. The move to self-insured will mean a premium increase of 5.15%. Switching dental providers will mean employees will get a new annual maximum starting on 7/1/24.

VOLUNTARY VISION

Based on employee feedback, the district will be offering voluntary vision insurance. This is an elective insurance that is paid by the employee. Vision insurance can be used to off-set the costs associated with vision exams, eyeglasses and contact lenses. This option would be available to all benefit eligible employees (i.e. 0.5 FTE or greater). No action is required because this benefit is 100% employee paid ([LINK](#)).



POLICY 535.1 PROFESSIONAL STAFF TIME SCHEDULES (formerly GCJ)

Teachers ~~personnel~~ **will** ~~shall~~ be available during the assigned work day ~~a minimum of 15 minutes~~ both prior to the beginning of the actual student day and after dismissal for the purpose of meeting with students for individual help, planning and preparation, assisting with administrative duties, and discipline and order in the halls and the individual classrooms or teaching stations.

Building principals are authorized to adjust an individual teacher's work day (setting the before and after time to equal eight hours) on a daily basis based on good and sufficient reasons.

Teachers are professional employees as defined by the federal Fair Labor Standards Act and the Wisconsin Municipal Employee Relations Act, § 111.70(1)(L), Wis. Stats. Although professionals' work is not limited to any specified number of hours or days per week, the typical hours of work for full-time employees in positions authorized as "40 hours per week" are considered to be eight hours per day Monday through Friday including a duty-free 30-minute lunch period.

Teachers are required to attend all mandatory administratively-called staff meetings. Administratively-called meetings may begin 30 minutes before the normal workday begins or extend 30 minutes later than the end of the normal workday. The annual number of staff meetings shall be established by the District. The administration will attempt to provide reasonable notice of such meetings. Teachers who are required to attend administratively-called meetings will receive no additional remuneration above their regularly paid salaries for attending such meetings.

For the purposes of this policy, the definition of teacher includes classroom teacher, counselor, school psychologist, Library Media Specialist, and Speech/Language Pathologist.

LEGAL REFERENCE: Fair Labor Standards Act, Wisconsin Municipal Employee Relations Act, Wis. Stats 111.70(1)(L)

CROSS REFERENCE: ~~WCEA River Falls Agreement~~ **Employee Handbook**

DATE OF ADOPTION: March 19, 1973

REVISED: September 19, 1983, October 20, 1986, September 16, 1991, March 16, 1992, January 20, 1997, December 17, 2007, **March 11, 2024**



POLICY 535.3 JOB SHARING (formerly GCIA)

The School District of River Falls provides the opportunity for employees to propose job sharing arrangements. Proposals for job sharing positions shall be considered on the basis of the value to and impact on students. The district recognizes that proposals can be one method to retain staff members who, for personal or family reasons, have a desire to share job responsibilities.

New Job Sharing Arrangement

1. New job share arrangements will not be considered if there is only one employee interested.
2. Two employees wishing to apply for a new job sharing arrangement will initiate their request to do so with the principal/supervisor of all impacted schools/departments. All initial job share requests must be submitted by March 15.
3. A request for a new job sharing arrangement will include the position to be shared, the rationale for the job-share proposal, the division of responsibilities, and the estimated length of the job share arrangement.
4. The principal/supervisor of the impacted school/department will be responsible for forwarding the recommendation to the superintendent.
5. The approval of a job share arrangement is at the sole discretion of the superintendent or designee. Approval shall be at the discretion of the School Board on a yearly basis.

Continuing Job Sharing Arrangement

1. Job sharing arrangements will be approved on a one-year basis. The principal/supervisor is responsible for evaluating the effectiveness of the arrangement and recommending if the job sharing arrangement should be extended. The Principal will program administrator shall exercise complete responsibility for the management of the job sharing arrangement program.
2. The principal/supervisor recommendation should be shared with the impacted employees and the superintendent by January 15.
3. If one of the employees involved in the job sharing arrangement resigns, then the District will attempt to find a qualified replacement to preserve the arrangement. However, if a qualified replacement can not be found, then the job sharing arrangement will end and the entire percentage of the job-share position shall revert back to the remaining employee in the job share arrangement.

LEGAL REFERENCE: Fair Labor Standards Act, Wisconsin Municipal Employee Relations Act, Wis. Stats 111.70(1)(L)

CROSS REFERENCE: Policy 543, Recruitment and Hiring of Support Staff, Administrative Procedure 535.3, Guidelines for Job Sharing Administrative Procedure GCC, Recruitment of Staff

DATE OF ADOPTION: March 19, 1973

REVISED: September 19, 1983, October 20, 1986, September 16, 1991, March 16, 1992, January 20, 1997, December 17, 2007, **March 11, 2024**



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~~ **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**