

**School District of River Falls**  
**Educational Program Committee meeting**

Monday, May 2, 2022 - 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 p.m. in the District Office Conference Room.**

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

**3. HEARING OF VISITORS OR DELEGATIONS**

**4. ESSER Funding and Student Learning Presentation**

**3**

**Description:** Jennifer Peterson, Director of Academic Services, will present information regarding Elementary and Secondary Emergency Relief (ESSER) funding and how it has been utilized to support student learning in the School District of River Falls.

**Recommended Action:** None, Information only.

**5. Approve the Renaissance Charter School charter contract**

**12**

**Description:** District Administration will present the Renaissance Charter School charter contract for approval. This is a 5-year renewal contract.

**Recommended Action:** Approve the Renaissance Charter School charter contract

**6. Approve the first reading of the revised School Board Policy 360.2 Use of**

**34**

**Copyrighted Materials**

**Description:** District administration and staff will present revisions to board policy 360.2 Use of Copyrighted Materials for approval.

**Recommended Action:** Approve the first reading of the revised School Board Policy 360.2 Use of Copyrighted Materials

**7. Approve the first reading of the new School Board Policy 360.2-Rule Use of**

**35**

**Copyrighted Materials**

**Description:** District administration and staff will present a new board policy 360.2-Rule Use of Copyrighted Materials for approval.

**Recommended Action:** Approve the first reading of the new School Board Policy 360.2-Rule Use of Copyrighted Materials

**8. Approve the first reading of the revised School Board Policy 361.2 Selection of**

**38**

**Library Media Center Materials**

**Description:** District administration and staff will present revisions to board policy 361.2 Selection of Library Media Center Materials for approval.

**Recommended Action:** Approve the first reading of the revised School Board Policy 361.2 Selection of Library Media Center Materials.

**9. Approve the first reading of the revised School Board Policy 871 Complaints about**

**41**

**Instructional/Library Media Center Materials**

**Description:** District administration and staff will present revisions to board policy 871 Complaints about Instructional/Library Media Center Materials for approval.

**Recommended Action:** Approve the first reading of the revised School Board Policy 871 Complaints about Instructional/Library Media Center Materials.

**10. Approve the first reading of the revised School Board Policy 871-Rule Procedures**

**43**

**for Handling Complaints about Instructional/Library Media Center Materials**

**Description:** District administration and staff will present revisions to board policy 871-Rule Procedures for Handling Complaints about Instructional/Library Media Center Materials for approval.

**Recommended Action:** Approve the first reading of the revised School Board Policy 871-Rule Procedures for Handling Complaints about Instructional/Library Media Center Materials.

**11. Approve the revised 871-Exhibit Request for Reconsideration of Library Resources**

**46**

**form**

**Description:** District administration and staff will present revisions to the District's *Request for Reconsideration of Library Resources* form for approval. The Request for Reconsideration of Library

**1**

Resources form will serve as an exhibit to accompany board policies 871 and 871-Rule.

**Recommended Action:** Approve 871-Exhibit Request for Reconsideration of Library Resources form.

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

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

**Recommended Action:** As needed.

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

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

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

Educational Program Committee meeting, Monday, June 6, 2022, 6:00 p.m.

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

**14. ADJOURN**

# Learning “Recovery” & ESSER Funding Updates



**River Falls School District  
May 2, 2022**



## **Using ESSER Funding to support Instruction & Student Learning in the RFSD**

### **Presentation Outcomes:**

- ❖ To share information specific to the process and action steps implemented in the District to identify student learning recovery priorities exacerbated by the COVID-19 pandemic.
- ❖ To share information specific about our District’s Elementary and Secondary School Emergency Relief Funds.



## Historic Overview “at-a-glance”

### Learning Recover Task Force Background & Priorities

April/May 2021: Two Collaborative Meetings

#### **Stakeholders**

- 32+ participants
- Districtwide Building & Grade Level Representation
- Various Department and Content Area Staff

#### **Focus and Prioritization**

- Social-emotional Learning
- Early Literacy
- Mathematics



## Reflection on the Work

- Collaboration and Discussion (K-12 committee)
- Review of District & School Data
  - Identified student learning gaps based on specific content areas and standards
  - Instructional planning to embed content into future instruction
- Identification of available funding sources
- Utilized the District’s budget process & timeline
- Determined recommendations and needs to prioritize



## Student Learning Recommendations Implemented

Content Area	Description
Literacy	1.0 FTE Literacy Coach (RB)
ALL Students	Summer School (2021) Rural Transportation
Literacy Intervention	250 Lexia CORE 5 Reading Student Licenses
Literacy	Americorps Reading Tutors (RB/WS)
Math Intervention	Reflex Math Fluency Intervention (RB) Building Fact Fluency Intervention Kits for Elementary Schools
ALL	2.5 FTE RF eSchool Teachers
EL (All)	Additional Bilingual Paraprofessional Support



## Making an Impact on Student Learning

### Literacy Coach

- Added 1.0 FTE @ Rocky Branch (3.0 FTE Districtwide)
- Greater equity in supporting all of our Elementary Schools
- Focus on instructional coaching within the classroom
- Supporting teachers administer universal screeners
- Supporting Principals with Data Digs
- Assist with creating team time groups based on student academic needs
- Support student interventions
- Responsive support focused on the Literacy needs in their respective buildings to support Early Literacy for all students.





## Making and Impact on Student Learning

### Wisconsin Reading Corps Partnership

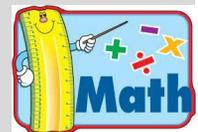
- Added Reading Tutors at Rocky Branch and Westside Elementary Schools
  - 1 full-time tutor (35 hours/week)
  - 1 part-time tutor (25 hour/week)
- (2022-23) Greenwood Elementary School will be added
- Local tutors hired in conjunction with RFSD input and selection



## Making and Impact on Student Learning

### Literacy & Math Interventions

- **Lexia Core5 Reading**
  - An adaptive blended learning program that accelerated the development of literacy skills for students of all abilities, helping them make the critical shift from learning to read to reading to learn.
  - 250 student licenses
- **Current Student Data**
  - Students reading ABOVE grade level (4 to 47)
  - Student reading AT grade level (66 to 101)
  - Student reading BELOW grade level (157 to 79)



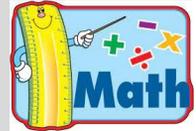


## Making and Impact on Student Learning

### Literacy & Math Interventions



- **Building Math Fact Fluency Kits**
  - Addition, Subtraction, Multiplication, and Division
  - All four (4) Elementary Schools
  - Teacher and Paraprofessional training by K-5 Math Coach
  - Team Time use for Students; reinforces classroom instruction
- **Reflex Math (RB)**
  - Used by 292 students
  - Fluency Gain - 27,658 facts
  - Avg Student Gain - 94.7 facts



## Making and Impact on Student Learning

### Summer School (2021) Transportation

- Extended transportation was provided for rural students, based on need/request
- ~40 rural students were served
- Summer School Participation
  - 2019 - 346 students
  - 2020 - 118 students (*July/August session*)
  - 2021 - 247 students
  - 2022 - TBD





## Additional Personnel & District Additions in Support of Student Learning

- 1.0 FTE Elementary Social Worker
- Substitute Pay Increase
  - \$165 per day - Beginning of the School Year
  - Winter 2022 - Increased to \$200 per day
- PLC Support
  - Learning by Doing Books
  - PLC Leadership Conference (CESA 11 & Solution Tree)
  - Ongoing Building Work & Emphasis
- Data Collaboration Tool (eduClimber)
  - Onboarding and Set-up (Fall 2021)
  - Train-the-Trainer Cohort (12 hours of training)
  - Beginning additional roll-out in buildings



## Next Steps Moving Forward:

- We will continue to prioritize District & School needs annually
- We will continue to utilize available data and resources to best align all of our District resources to student learning
- We will continue to focus on students who demonstrate the greatest need
- ESSER funding covers a mere fraction of our District needs to support continued “student learning”
- We will continue to utilize available resources (ESSER, Title Funds, State Funding and other available Grants) to support our budgetary needs.



## Elementary and Secondary School Emergency Relief Fund

Grant	Financial Allocation
ESSER I	\$174,091.00
ESSER II	\$1,289,572.00
ESSER III	\$1,535,814.00



## ESSER Funding

- ESSER funding is provided to District's to support needs that have arose due to the COVID-19 pandemic
- Funding Criteria
  - District are required to develop and provide public access to their plan for "[Safe Return to In-Person Instruction and Continuity of Service Plan](#)"
  - Requires Consultation with Stakeholders
  - Complete Grant Applications
  - Submit quarterly budgetary claims
  - Complete annual and bi-annual reports
  - ESSER III - Allocate 20% of funding to Evidence-Based Improvement Strategies
  - Provide regular reports to the School Board



## “CLIFF”: ESSER/CARES Funds vs. No State funds

The  $-\$1.4M$  “cliff” has been created by:

- ❖ *No legislative annual “base” increase of \$200 per pupil x 3500 students x 2 years =  $-\$1.4M$  lost base over the two-year 2021-23 biennial state budget cycle.*
- ❖ *In the absence of a normal/typical annual state funding base increase, the legislature forced us to use “one-time” federal funds for ongoing expenses.*
- ❖ *The use of “one-time” non-recurring funds used for ongoing expenses creates a void in our structural revenue source thereby creating a budget cliff.*



## What does the Future look like?

- What will the 2022-23 School Year look like for the RFSD?
- What will the 2023-25 Biennial Budget look like for the RFSD?
- What will we do if no additional funding is provided to the RFSD?

The School District or River Falls will continue to prioritize student learning in conjunction to balancing and maintaining the annual budget.



**Questions or Comments?**

**DISTRICT CHARTER SCHOOL CONTRACT**

**BETWEEN**

**School District of River Falls**

**AND**

**Renaissance Charter Academy**

THIS CONTRACT is made June 30, 2022, by and between the School District of River Falls and the governing board of the Renaissance Charter Academy.

**RECITALS**

WHEREAS, the State of Wisconsin allows for the establishment of charter schools pursuant to the provisions of Wis. Stat. §118.40;

WHEREAS, the District is authorized by Wis. Stat. §118.40(2m)(a) to contract on its own initiative, with an individual or group to operate a school as a charter school; and

WHEREAS, the Parties have successfully negotiated this Contract, which, in accordance with Wis. Stat. §118.40(2m), contains all of the provisions specified under Wis. Stat. §118.40(1m)(b)1-15, as well as separate and additional provisions; and

WHEREAS, in negotiating this Contract, the Parties have considered the principles and standards for quality charter schools established by the National Association of Charter School Authorizers.

NOW THEREFORE, in consideration of the terms, covenants, conditions, and obligations set forth in this Contract, the Parties hereby agree to the following:

**ARTICLE ONE: DEFINITIONS**

**Section 1.1** For purposes of this Contract, and in addition to the terms defined throughout this Contract, each of the following words or expressions, whenever initially capitalized, shall have the meaning set forth in this section:

1. “Administrators” means the administrative team of the Renaissance Charter Academy Charter School.
2. “Applicable Law” means all federal, state, and local law now or in the future applicable to Wisconsin charter schools, including virtual charter schools.
3. “Charter School” and “School” mean a school to be known as Renaissance Charter Academy Charter School located at 852 E. Division St. River Falls, WI 54022.

4. "Charter School Administrator" means the Administrator of the Renaissance Charter Academy Charter School.
5. "Day" shall mean calendar day
  - a. The first day shall be the day after the event, such as receipt of a notice.
  - b. Each day after the first day shall be counted, except that a Saturday, Sunday, or legal holiday shall not be counted if it would be the final day of the period.
6. "Department" means the Department of Public Instruction of the State of Wisconsin.
7. "District" means the School District of River Falls, as well as any successor to it that may have jurisdiction over or statutory duties with respect to the Renaissance Charter Academy Charter School.
8. "Governance Board" means the Board of Directors of the Renaissance Charter Academy Charter School.
9. "Operational Budget" means the report created by the Renaissance Charter Academy Charter School Administrator and Governance Board detailing the funding needs for the Renaissance Charter Academy Charter School including any expected additions to or subtractions from the Renaissance Charter Academy Charter School fund balance.
10. "Parties" means the School District of River Falls and Renaissance Charter Academy Charter School, through their designated representatives.
11. "Superintendent" means the Superintendent of the School District of River Falls or any designee of the Superintendent.
12. "Teacher(s)" means an appropriately licensed teacher(s) for the Renaissance Charter Academy Charter School.

## **ARTICLE TWO: PARTIES, AUTHORITY, AND RESPONSIBILITIES**

**Section 2.1** On behalf of the Charter School, the Governance Board or the Board's designee, shall exercise all oversight responsibilities as set forth in this Contract.

**Section 2.2** The Governance Board shall be responsible and accountable for implementing the duties and responsibilities associated with the Charter School established under this Contract.

**Section 2.3** The Parties agree that the establishment of the Renaissance Charter Academy Charter School shall have no additional or unique effect on the general liability or obligations of the District other than those obligations specifically undertaken by the District herein.

**Section 2.4** The Governance Board shall have authority to establish additional charter schools upon written approval of the District and pursuant to all Applicable Law.

**Section 2.5** The District shall comply with all Applicable Law in authorizing the Charter School.

**ARTICLE THREE: TERMS REQUIRED UNDER WIS. STAT. §118.40 (2m)(a)**

**Section 3.1** The name of the legal entity seeking to establish the Charter School.

The Renaissance Charter Academy Charter School is the entity seeking to establish the Charter School as an instrumentality of the School District of River Falls.

**Section 3.2** The name of the person who will be in charge of the Charter School and the manner in which administrative services will be provided.

- a. The Renaissance Charter Academy Charter School Program Coordinator will supervise and coordinate the daily operation of the Renaissance Charter Academy Charter School with school staff and will work closely with and report to the Governance Board to ensure the Renaissance Charter Academy Charter School meets the educational goals set forth in this Contract.
- b. Administrative services will be provided by the District in the same manner as they are provided to other District schools, including but not limited to: purchasing, accounts payable, accounting, bookkeeping, risk management auditing, liability insurance, cash management, payroll, benefits administration, labor relations, staffing, enrollment, pupil services, record-keeping, and pupil testing. The Renaissance Charter Academy Charter School budget will be responsible for all other school related costs using District-allocated funds. Purchases may include but are not limited to: student instructional supplies, school operational expenses, curriculum manipulatives and resources; and professional development opportunities for staff.

**Section 3.3** A description of the educational program of the Charter School.

- a. The Renaissance Charter Academy Charter School is an innovative, charter school that offers programs to meet the needs of a wide range of learners in the 9th through 12th grade. The initial charter school contract was adopted by the River Falls Board of Education on May 19, 1999. Renaissance Charter Academy Charter School specializes in developing 21st Century skills in students ready to directly enter the workforce, military, and those wishing to attend a two year vocational or four year college. Students attending the Renaissance Charter Academy Charter School will benefit from small class sizes, personalized learning, and a curriculum infused with technology. The Renaissance Charter Academy Charter School differs from a traditional high school as students will be mentored by a small network of teachers who design a specialized curriculum that is aligned to the personal career path of each student. Students attending the Renaissance Charter Academy

Charter School may choose to spend their entire school day within the school or create a schedule that blends time between the Renaissance Charter Academy Charter School, local technical college, apprenticeships, and the opportunities offered at River Falls High School. Students seeking a small class environment, personalized curriculum, work based learning, or assistance with credit recovery required for high school graduation will benefit from the services provided at the Renaissance Academy. The Renaissance Charter Academy Charter School is an instrumentality of the school district of River Falls as it serves the important function of educating non-traditional learners and graduates a yearly average of 15-20 seniors each year who are issued a diploma from the school district of River Falls.

- b. The Governance Board shall adhere to the educational program set forth herein and shall promptly notify the School District of River Falls in the event the Governance Board proposes to make a significant change in the educational program. Upon receiving notice, the District shall determine whether to renegotiate this Contract or declare this Contract revoked under Section 8.1. The District reserves the right to consider a significant change in the educational program, without District approval, to be a violation of this Contract subject to termination under Section 8.1.
- c. The District shall agree to allow the Renaissance Charter Academy Charter School to implement the educational program set forth in this Contract. If the District proposes to make a significant change in the educational program set forth herein, the Governance Board shall determine whether to renegotiate this Contract or terminate this Contract pursuant to Section 9.1
- d. If the Parties mutually wish to change the educational program of the Renaissance Charter Academy Charter School, such change may be made by a written amendment as agreed to by the Parties.

**Section 3.4** The methods the Charter School will use to enable pupils to attain the educational goals under Wis. Stat. §118.01.

In order to attain the educational goals listed in Wis. Stat. §118.01.

The Renaissance Charter Academy Charter School recognizes that there are students whose educational needs differ from that of a traditional school setting. It is our moral, ethical and legal responsibility to meet the unique needs of all individuals and provide opportunities for success. The Renaissance Charter Academy Charter School will provide students with nontraditional instructional approaches to meet their high school graduation requirements and will operate as an instrumental school within the school district of River Falls. In addition, the charter school provides postsecondary and career options including a career pathway curriculum, youth apprenticeship, work based learning and internships. A partnership has been formed with Chippewa Valley Technical College and the University of Wisconsin - River Falls to provide dual credit opportunities in business management and agriculture technology.

**Section 3.5** The method by which pupil progress in attaining the educational goals under Wis. Stat. §118.01 will be measured.

- a. Renaissance Charter Academy Charter School shall administer such standardized tests as may be required under Wis. Stat. §118.30(1m), 118.016, 121.02(1)(r), 20 U.S.C. §1177 et. seq. (also known as the “Every Student Succeeds Act”), and any other Applicable Laws to pupils enrolled in the Renaissance Charter Academy Charter School and shall cause the testing data for the Renaissance Charter Academy Charter School to be transmitted to the District in such form as the District shall customarily transmit such data.
  
- b. In addition to the foregoing, the Renaissance Charter Academy Charter School shall use any local progress measures promulgated by the District to measure pupil progress under §118.01. Such measures may include, but not be limited to the following:
  - ❖ Universal screening data
  - ❖ Parent/Teacher Conferences
  - ❖ Ongoing Student/Parent/Teacher evaluation of student academic progress
  - ❖ Student self-evaluation of academic progress
  - ❖ Subject area and Standards-based tests, etc.
  
- c. Graduation Requirements: A total of 28 credits must be earned for a student to graduate from River Falls Renaissance Charter Academy Charter School including the following:
 

English	3.5
Speech	0.5
Math	3.0
Science	3.0
Social Studies	3.5
Phy Ed	1.5
Total Core:	15.5
Elective Credits: 12.5 or more credits	

**Section 3.6** The governance structure of the Renaissance Charter Academy Charter School, including the method to be followed by the school to ensure parental involvement.

- a. The Renaissance Charter Academy Charter School will be directed by an independent Governance Board that has been organized as a Wisconsin nonstock corporation. The Board has obtained status as a federal tax-exempt organization pursuant to § 501(c)3 of the Internal Revenue Code. The number of Directors and Director’s terms shall be set forth in the Governance Board bylaws. The Board may include, but is not limited to: District staff, parent(s) or guardian(s) of students, and community member(s). No more than a minority of the Board’s members will be employees of the Renaissance Charter Academy Charter School or employees or officers of the District.

- b. The Governance Board will meet on a bi-annually basis in accordance with its bylaws and will comply with the Wisconsin Open Meetings Law. The Governance Board will also make reports to the District Board of Education as may reasonably be requested.
- c. The Governance Board shall have autonomy and decision-making authority over:
  - 1. Budget expenditures approved by the District, grant funds, and funds donated specifically to the Renaissance Charter Academy Charter School or generated through sales of Renaissance Charter Academy Charter School equipment;
  - 2. The Renaissance Charter Academy Charter School will follow the School District of River Falls adopted School Year Calendar;
  - 3. Curriculum and instruction;
  - 4. Policies and procedures specifically unique to the daily operations of the Renaissance Charter Academy Charter School that are not addressed in existing District policies;
  - 5. Facilities utilized by the Renaissance Charter Academy Charter School;
  - 6. Marketing, registration, and enrollment processing; and
  - 7. Renaissance Charter Academy Charter School operations and procedures.
- d. In addition to subsection 3.6 (c), the Governance Board shall have the powers necessary to carry out the terms of this Contract including:
  - 1. To receive and disburse funds for school purposes, as approved by the District;
  - 2. To secure appropriate insurance;
  - 3. To enter into contracts, including contracts with a University of Wisconsin institution or college campus, technical college district board, or private college or university, for technical or financial assistance, academic support, curriculum review, or other services;
  - 4. To incur debt in reasonable anticipation of the receipt of funds;
  - 5. To pledge, assign, or encumber its assets to be used as collateral for loans or extensions of credit;
  - 6. To solicit and accept gifts or grants for school purposes;
  - 7. To acquire real property for its use; and
  - 8. To sue and be sued in its own name.
- e. In exercising the authority under Section 3.6(c) and (d), the Governance Board shall adhere to all Applicable Law.
- f. The Articles of Incorporation and Bylaws for the Governance Board are attached hereto and incorporated herein as Exhibits A and B.

**Section 3.7** Subject to Wis. Stat. § 118.40(7)(a), 118.19(1) and 121.02(1)(a)2, the qualifications that must be met by the individuals to be employed in the Renaissance Charter Academy Charter School.

- a. The Renaissance Charter Academy Charter School shall be an instrumentality of the River Falls School District and all Administrators, Teachers and staff shall be employees of the District.
- b. All Administrators, Teachers, and staff at the Renaissance Charter Academy Charter School will be appropriately licensed by the Department pursuant to Wis. Stat. §118.19.
- c. The number of Administrators, Teachers and other staff assigned to the Renaissance Charter Academy Charter School will be recommended by the Governance Board with final approval by the District.
- d. All Administrators, Teachers and other staff will be employees of the River Falls School District. The District and the Governance Board will collaborate in the hiring process of Administrators, Teachers, and other staff. Governance Board members may participate in the interview process and recommend candidates for final approval by the River Falls School District. All employees of the Renaissance Charter Academy Charter School must be approved by the River Falls School District.
- e. The Renaissance Charter Academy Charter School Program Coordinator will evaluate the performance of teachers, and other staff as required by the River Falls School District policies, and will only report the completion of evaluations to the Governance Board as per District established evaluation criteria. The Governance Board may make recommendations regarding renewal and nonrenewal of Administrator and Teacher contracts to the District Board of Education in accordance with applicable statutory timelines. In addition, the Governance Board may make recommendations regarding employment of all other non-contracted staff. The District Board of Education will have final approval over all renewal and nonrenewal decisions as well as the continued employment of non-contracted staff.

**Section 3.8** The procedures that the Renaissance Charter Academy Charter School will follow to ensure the health and safety of the pupils.

The Renaissance Charter Academy Charter School shall comply with all Applicable Laws concerning health and safety. In addition, the Renaissance Charter Academy Charter School shall at all times establish and maintain policies and processes for ensuring the physical, social, and emotional health of the pupils enrolled in programs operated by the Charter School including safety policies, policies regarding mandatory reporting under Wis. Stat. §48.981 and policies regarding drilling on evacuation in the event of a fire, tornado, armed intruder, or other hazard.

**Section 3.9** The means by which the Renaissance Charter Academy will strive to achieve a racial and ethnic balance among its pupils that is reflective of the River Falls School District's school-age population.

The Renaissance Charter Academy Charter School is a public school and shall not discriminate in admission or participation in any program or activity on the basis of sex, race, religion, national origin, ancestry, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability. Information on the Renaissance Charter Academy Charter School will be distributed through a variety of methods following similar District

communications protocols including: posting articles in the newspaper, River Falls School District mailings, brochures, parent-teacher conferences, and the District's web site with a goal of achieving a racial and ethnic balance among pupils that is reflective of the District's school-age population. If necessary, the Renaissance Charter Academy Charter School will target its marketing efforts to areas that may be underrepresented or at risk in the Renaissance Charter Academy Charter School's pupil population.

**Section 3.10** The requirements for admission to the Renaissance Charter Academy Charter School and admissions lottery.

- a. The Renaissance Charter Academy Charter School is open to all students in grades 9 to 12 who (i) reside in the District or (ii) are enrolled in the District pursuant to Wis. Stat. §§ 118.51, 118.52, or 118.53.
- b. The Renaissance Charter Academy Governance Board will set enrollment limits for the following school year by December 1 and submit them to the District by January 1. If the number of enrollment applications exceeds the enrollment limit, the school will select students on a random lottery basis. The Renaissance Charter Academy Charter School will give preference to pupils and siblings of pupils who are already attending the Renaissance Charter Academy Charter School. Open enrolled applicants who meet the eligibility requirements and select the Renaissance Charter Academy Charter School as a preference will be placed in the Renaissance Charter Academy Charter School if space is available. If a student who has selected the Renaissance Charter Academy Charter School as a preference is a student with a disability under the Individuals with Disabilities Education Act, placement will be determined by the IEP team in accordance with federal law and that year's number of open enrollment "available" seats identified and approved by the District in January.
- c. The Renaissance Charter Academy Charter School will give preference in the lottery process to the students listed below, in the order listed.
  1. Students residing within the District attendance boundaries.
  2. Students and siblings of students who are already attending the Renaissance Charter Academy Charter School.
  3. Children of the Renaissance Charter Academy Charter School's founders, governing board members, and full-time employees but the total number of such children given preference will constitute no more than 10 percent of the Renaissance Charter Academy Charter School's total enrollment.
  4. Open enrollment applications, based on the number of seats annually established.
- d. A waiting list will be maintained for students who are not selected in the random lottery and students will be admitted as space allows per the school's admissions and lottery policy. The waiting list will be utilized until the Thursday prior to the

third Friday of September of the upcoming school year to fill open seats. Following the closing of the Spring Open Enrollment date families will have until June 30th of the current year to accept or deny their Renaissance Charter Academy Charter School enrollment for the following year. .

- e. The School District of River Falls may include in its lottery all nonresident applicants who seek enrollment in the Renaissance Charter Academy Charter School. An open-enrolled applicant's admission to the Renaissance Charter Academy Charter School will be contingent on the student's enrollment in the District. Enrollments in the Renaissance Charter Academy Charter School are voluntary for students and families. It is not a requirement to attend, it is an option part of the School District of River Falls. Additionally students in the School District of River Falls who are not admitted to the River Falls Renaissance Charter Academy Charter School Charter School will be accepted into other schools in the School District of River Falls.

**Section 3.11** The manner in which annual audits of the financial and programmatic operations of the Renaissance Charter Academy will be performed.

The Renaissance Charter Academy shall submit its records for an annual audit by an auditing firm of the District's choosing. The audit shall be conducted in accordance with Applicable Law. The District will assume all audit costs associated with this review. The River Falls School District may review the financial practices of the Renaissance Charter Academy at any time and may request reasonable reports from the Renaissance Charter Academy with due notice. All financial operations of the Renaissance Charter Academy must be in accordance with Applicable Law and the River Falls School District's policies, practices, and rules, unless expressly granted a waiver by the District.

**Section 3.12** The procedures for disciplining pupils.

The Renaissance Charter Academy will adhere to the discipline policies of the District. It is our belief that students who choose to attend Renaissance Academy do so because they appreciate the additional efforts made to further their education. Students will be expected to show their appreciation by doing their best and being respectful of themselves and others. It is understood that this is not always easy. The demands of the program are high and we spend a lot of time together each day. However, staff members are always available to ensure that Renaissance Academy is a good place for students to learn. In the event that a student demonstrates behavior that is not consistent with the well being of all, the following repercussions may result:

- individual conference to review Renaissance Academy placement
- parent-student-teacher conference to review Renaissance Academy placement
- police liaison officer-student-teacher conference
- referral to the restorative justice program
- referral to social worker or probation officer
- removal from the premises by law enforcement
- suspension from school
- expulsion from the River Falls School District

**Section 3.13** The public school alternatives for pupils who reside in the District and do not wish to attend or are not admitted to the Renaissance Charter Academy Charter School.

The Renaissance Charter Academy is a Charter School. Attendance in the Renaissance Charter Academy Charter School is voluntary. Students enrolling in the River Falls School District who do not attend the Renaissance Charter Academy Charter School will receive their education at River Falls High School, or in their resident school district. This includes both resident students as well as open enrolled students.

**Section 3.14** A description of the school facilities and the types and limits of the liability insurance that the school will carry.

- a. The Renaissance Charter Academy Charter School will occupy a facility provided by the school district.
- b. The District shall provide insurance for all operations and personnel involved in the operations and governance of the Renaissance Charter Academy Charter School, including without limitation, commercial general liability, umbrella, school leader's error and omission/educators' legal liability, fidelity bond/crime, fire and extended coverage and property damage for those acts reasonably related to the operations of the Renaissance Charter Academy Charter School. To this end, the Renaissance Charter Academy Charter School shall be named as an additional insured on all District insurance policies.
- c. The Renaissance Charter Academy Charter School shall name the District as an additional insured on all separate policies of insurance obtained by the Renaissance Charter Academy Charter School.

**Section 3.15** The effect of the establishment of the Renaissance Charter Academy Charter School on the liability of the District.

Nothing contained in this Contract shall make, or be deemed to make, the District and the Renaissance Charter Academy Charter School partners, venturers, principals, agents, or representatives of one another, except only as may expressly be provided in this Contract. Neither the District nor the Renaissance Charter Academy Charter School shall have any authority to bind or obligate any other Party except only as may expressly be provided in this Contract. Further, the Parties agree that the establishment of the Renaissance Charter Academy Charter School shall not create any general liability or obligations of the District other than those obligations specifically undertaken by the District in the Contract and such liability will be further limited by the remedies identified herein.

#### **ARTICLE FOUR: EXEMPTIONS FROM REQUIREMENTS**

**Section 4.1** The Renaissance Charter Academy Charter School will take all allowable exemptions provided by Applicable State Law in order to maximize flexibility in the Renaissance Charter Academy Charter School Program. This includes, but is not limited to, length of school day, number of days and hours, library and media services, number of clock hours for instruction, graduation requirements, and attendance also approved by the District.

**Section 4.2** The Renaissance Charter Academy Charter School will be exempt from the District policies listed below.

The Renaissance Charter Academy Charter School is seeking exemption from District policies for:

1. Attendance; and
2. Number of clock hours for instruction

## **ARTICLE FIVE: OTHER TERMS COVENANTS AND CONDITIONS**

**Section 5.1** Students will be held accountable for their actions and behavior while participating in the Renaissance Charter Academy Charter School's learning activities, on field trips, and when visiting the school buildings and neutral sites, and are expected to comply with the code of conduct and applicable Renaissance Charter School policies. Teachers, other staff, and students will be subject to policies established by the Renaissance Charter School or the School District of River Falls for maintaining decorum in the classroom and on site in order to provide an appropriate educational and safe environment for all staff and students.

**Section 5.2** The Renaissance Charter Academy Charter School shall be nonsectarian in its programs, admissions policies, employment practices, curricular materials, and operations.

**Section 5.3** The Renaissance Charter Academy Charter School shall not charge tuition.

The Renaissance Charter Academy Charter School will not charge tuition. The Renaissance Charter Academy Charter School may charge "activity fees" for approved co-curricular activities and corresponding fees in advance, in accordance with all applicable state and federal law.

**Section 5.4** Special education and related services.

1. Special education and related services will be provided by the District pursuant to the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act (Section 504). The District shall serve children with disabilities in the Renaissance Charter Academy Charter School in the same manner as it serves children with disabilities attending other District schools, and shall provide funds under this subchapter to the Renaissance Charter Academy Charter School on the same basis as it provides funds under this subchapter to other District schools, including proportional distribution based on enrollment of children with disabilities, and at the same time as it distributes other federal funds to the District's other schools.
2. The District shall remain the Local Educational Agency for all students who qualify for an individualized educational program under IDEA.
3. Renaissance Charter Academy Charter School administrators, teachers, and staff shall participate in staff development opportunities provided by the District pertaining to IDEA, Section 504, and the Americans with Disabilities Act.

**Section 5.5** The Renaissance Charter Academy Charter School shall comply with Applicable Law, which may change and include, but is not limited to:

- a. Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d 2000d 7;

- b. Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq.;
- c. Age Discrimination Act of 1985, 42 U.S.C. §6101 et seq.;
- d. Sec. 504 of the Rehabilitation Act of 1974, 29 U.S.C. §794 and the Americans with Disabilities Act, 42 U.S.C. ss. 12101 12213.
- e. Individuals with Disabilities Education Act, 20 U.S.C. §1400 1485 et seq.
- f. 20 U.S.C. s. 1232(g) of the General Education Provisions Act, 20 U.S.C. §1221 1234i;
- g. Drug-Free Workplace Act, 41 U.S.C. 701 et seq.;
- h. Asbestos Hazard Emergency Response Act, 15 U.S.C. §2641 2655; and
- i. Every Student Succeeds Act of 2015, and its implementing regulations, 20 U.S.C. §1177 et. seq.

If Applicable Law requires the District to take certain actions or establish requirements with respect to the Renaissance Charter Academy Charter School, the Renaissance Charter Academy Charter School shall cooperate with those actions and comply with those requirements.

**Section 5.6** In the event the Renaissance Charter Academy Charter School seeks to sell or otherwise dispose of property purchased with monies from the District’s annual per student allocation as set forth in Section 5.8, the Renaissance Charter Academy Charter School shall first provide notice to the District of its intent to dispose of property. Upon receiving notice, the District shall have the right of first refusal to purchase such property at fair market value. In the event the District does not exercise this right within thirty (30) days after receipt of notice, the Renaissance Charter Academy Charter School may sell or otherwise dispose of such property in accordance with all Applicable Law. In no event shall the Renaissance Charter Academy Charter School donate property owned or leased by the District to any organization or governmental body other than the District. In the event the Renaissance Charter Academy Charter School seeks to sell or otherwise dispose of property purchased with monies raised by the Governance Board, the Charter School shall not be required to provide notice to the District and may sell or otherwise dispose of such equipment in accordance with all Applicable Law.

**Section 5.7** All Renaissance Charter Academy Charter School employees (including Teachers and other staff) and volunteers, shall be subject to background screening as deemed appropriate by the District consistent with Applicable Law. The Renaissance Charter Academy Charter School shall not assign any employee or volunteer, to teach or otherwise have access to students until the District or its designee investigates and determines there is nothing in the disclosed background of the employee or volunteer that would render the employee or volunteer unfit to teach or otherwise have access to pupils of the Renaissance Charter Academy Charter School including, but not limited to, conviction of a criminal offense or pending charges which substantially relate to the duties and responsibilities assigned to the employee, including volunteers.

**Section 5.8** In return for state aids generated by the Renaissance Charter Academy Charter School, the District agrees to provide an annual allocation per student for students enrolled in the Charter School as of the Third Friday of September. The Renaissance Charter Academy Charter School will be allocated a per pupil allocation aligned to the other schools in the River Falls School district. Per pupil allocations will be provided by the Director of Finance annually. Additionally, all FTE staffing allocations will be covered by the River Falls School district.

**Section 5.9** Not less than 45 days after the close of the open-enrollment period for the upcoming year of each year during the term of this Contract, the Renaissance Charter Academy Charter School Administrator and the Renaissance Charter Academy Governance Board shall develop and submit to the District an Operational Budget for the Renaissance Charter Academy Charter School based upon projected enrollment. Upon District approval, operational funds shall be available to the Renaissance Charter Academy Charter School at the same time and in the same manner they are made available to other schools within the District. In addition, the District shall comply with all federal funding requirements in allocating federal funds to the Renaissance Charter Academy Charter School.

**Section 5.10** In the event the Renaissance Charter Academy Charter School incurs additional costs due to increased enrollment or unforeseen operational expenses or capital expenditures after submission of the Operational Budget, the Renaissance Charter Academy Charter School shall provide written notice to the District and submit to the District a revised Operational Budget. Upon receipt, the Parties shall convene to review the revised Operational Budget and to negotiate in good faith regarding the request for additional funds. All final budget decision making authority remains with the District.

**Section 5.11** The Renaissance Charter Academy Charter School shall be eligible to receive remedial services, information technology services, student support services, and testing/assessment services available to other schools in the District, in a manner consistent with the distribution of such resources to other programs in the District.

**Section 5.12** The Renaissance Charter Academy Charter School may assess student fees in accordance with Applicable Law and District policies for activities such as field trips and extracurricular activities according to policies developed by the Renaissance Charter Academy Governance Board. The Renaissance Charter Academy Charter School may not prohibit an enrolled student from attending the Renaissance Charter Academy Charter School, or expel or otherwise discipline such student, or withhold or reduce the student's grades, diploma or transcripts because of unpaid fees permissibly charged under this Section.

**Section 5.13** The District will provide transportation for Renaissance Charter Academy Charter School students who reside within the District boundaries. Transportation provided will be in alignment with current district transportation guidelines for all students.

**Section 5.14** Students in the Renaissance Charter Academy Charter School will participate in the District's School Lunch program. Further, Renaissance Charter Academy Charter School students will be eligible for free and reduced lunch according to the same federal guidelines and in the same manner as all other District students.

**Section 5.15** Where applicable, the Renaissance Charter Academy Charter School shall permit any designee(s) of the District Administrator to visit or inspect any Renaissance Charter Academy Charter School facilities at any time during the term of this Contract, provided that such inspection shall not interfere with the orderly and efficient operation of the Renaissance Charter Academy Charter School.

**Section 5.16** Subject to Applicable Law, all Renaissance Charter Academy Charter School records, including student records, will be maintained and retained in compliance with District policy. The Renaissance Charter Academy Governance Board shall grant any designee(s) of the

Superintendent upon reasonable notice the right to inspect and copy at cost any and all Renaissance Charter Academy Charter School records and documents including, but not limited to, student records, at any time within normal business hours during the term of this Contract. Such inspection shall not interfere with the orderly and efficient operation of the Charter School or otherwise unduly burden the School staff and shall comply with all Applicable Law regarding student records.

**Section 5.17** The Renaissance Charter Academy Charter School shall comply with District procedures for the preparation and submission of grant applications and submit to the District copies of any grant applications made on behalf of the Renaissance Charter Academy Charter School at the time the application is submitted to the funding authority.

**Section 5.18** To the extent applicable, members of the Governance Board directly involved in the implementation of the terms and conditions of this Contract shall be subject to the code of ethics in Wis. Stat. §19.41 et. seq.

**Section 5.19** The Renaissance Charter Academy Charter School shall provide to the District the data needed by the District for purposes of making the report to the state superintendent and the legislature required under Wis. Stat., §118.40 (3m) (f).

## **ARTICLE SIX: JOINT RESPONSIBILITIES OF THE PARTIES**

### **Section 6.1** Operation or Management Contracts and other Sub-Contracts

The District reserves the right to review and approve beforehand any Operation or Management Contract for operation or management of the Renaissance Charter Academy Charter School that the Renaissance Charter Academy Governance Board seeks to enter into with any third party; provided, however, that such approval shall not be unreasonably withheld, conditioned, or delayed. An "Operation or Management Contract" is a contract that relates to the creation, implementation, or operation of the academic program, instruction, supervision, administration, or business services at the Renaissance Charter Academy Charter School.

- a. The Renaissance Charter Academy Governance Board shall submit to the District a copy of any proposed Operation or Management Contract and shall not enter into any such contract until the District shall have approved (or be deemed to have approved) the same. The District shall have 30 Days after receiving the proposed Operation or Management Contract or a shorter period as reasonably designated by the Renaissance Charter Academy Charter School (but no less than 10 days), to review the document and to deliver to the Renaissance Charter Academy Governance Board a written statement approving or rejecting such contract. If the District does not respond within 30 Days object in writing to the proposed contract, the contract shall be deemed approved. If the District rejects the proposed contract, however, the District shall also within the 30-Day review period hereunder advise the Renaissance Charter Academy Governance Board in writing of its specific objections to the proposed contract. The Renaissance Charter Academy Governance Board may thereafter modify (and remodify) the proposed contract and continue submitting the modified contract for the approval of the District, whose approval shall not be unreasonably withheld, conditioned,

or delayed.

- b. Every Operation or Management Contract shall: (i) be written and executed by both the Renaissance Charter Academy Governance Board and the third party; (ii) contain the third party's covenant to submit to the District any documentation material to the District's efforts to assist the District in carrying out its oversight responsibilities; and (iii) provide that the third party shall, subject to Applicable Law, grant the District and the Renaissance Charter Academy Governance Board the right to inspect and copy at cost any and all records and documents directly related to the terms and conditions of this Contract, including pupil records. In addition, every Operation or Management Contract with a third-party provider of educational management services shall specify the nature and methods of compensation for such third-party provider of educational management services, and shall specify the methods and standards the Renaissance Charter Academy Governance Board shall use to evaluate the performance of the third party.

**Section 6.2** Performance Evaluations:

- a. The District shall review the academic and financial performance of the Renaissance Charter Academy Charter School annually. The measures used to evaluate the Renaissance Charter Academy Charter School shall be consistent with all applicable measures used to evaluate the performance of all District schools. The Renaissance Charter Academy Charter School Administrator and Superintendent will collaborate to develop the Renaissance Charter Academy Charter School reporting procedure and timeline for reporting to the District. To facilitate the evaluation process, the Renaissance Charter Academy Charter School will provide to the District by October 31 of each year of the Contract, strategic financial, operational, and academic goals. As part of the District's evaluation process, the Renaissance Charter Academy Charter School's performance will be reviewed in light of these goals.
- b. At the end of each school year during the term of this Contract, the Renaissance Charter Academy Charter shall provide to the District a report stating whether the Renaissance Charter Academy Charter School met the standards set forth in the Department's accountability system. If the Renaissance Charter Academy Charter School did not meet the standards, the report shall include a detailed plan for implementing all corrective requirements necessary for doing so. Reporting will include:
  - 1. Demographic data of school
  - 2. Results of State Testing
  - 3. Results of Annual School Report Card from previous year
  - 4. Results of student growth (school chosen assessment data)
  - 5. District-wide assessments
  - 6. Results of Staff and Parent Engagement Surveys
- c. At the end of each school year during the term of this Contract, the Renaissance Charter Academy Charter Schools shall provide to the District a report stating

whether the Renaissance Charter Academy Charter School met the standards set forth in the Department's accountability system. If the Renaissance Charter Academy Charter School did not meet the standards, the report shall include a detailed plan for implementing all corrective requirements necessary for doing so.

- d. In considering renewal of this Contract, the District shall give priority consideration to the Renaissance Charter Academy Charter School's performance in the state's accountability system and student achievement.

## **ARTICLE SEVEN: NOTICES, REPORTS, AND INSPECTIONS**

### **Section 7.1** Notices.

- a. **Agendas and Meetings.** The Renaissance Charter Academy Charter School shall provide to the District agendas and advance notice of all meetings of the Renaissance Charter Academy Governance Board and its committees. Meetings of the Renaissance Charter Academy Governance Board and its committees shall be governed by Robert's Rules of Order, Newly Revised and shall comply with Wisconsin Open Meetings Law for public entities, Wis. Stat. § 19.81, et seq.
- b. **Governmental Agencies.** The Renaissance Charter Academy Charter School shall promptly notify the District when the Renaissance Charter Academy Charter School receives any correspondence from the Department or the United States Department of Education, or other governmental agency that requires a formal response, except that no notice shall be required of any routine, regular, or periodic mailings.
- c. **Legal Actions.** The Renaissance Charter Academy Charter School shall promptly report to the District any material litigation, threatened or filed, or formal court proceedings alleging violation of any Applicable Law with respect to the Renaissance Charter Academy Charter School, its employees, or its students.

### **Section 7.2** Certain Reports.

The Renaissance Charter Academy Governance Board shall provide such information and non-periodic reports as the District shall reasonably deem necessary to confirm compliance by the Renaissance Charter Academy Charter School with the terms and conditions of this Contract.

## **ARTICLE EIGHT: REVOCATION OF CONTRACT BY THE DISTRICT**

**Section 8.1** Events of Default by the Renaissance Charter Academy Governance Board. The District under procedures in Article Eight may terminate this Contract if the District finds that any of the following Events of Default have occurred:

- a. The pupils enrolled in the Renaissance Charter Academy Charter School have failed to make sufficient progress toward attaining the educational goals under Wis. Stat. § 118.01, have failed to achieve standards as determined by the Department for 3 consecutive years,

or have failed to make progress as set forth in Section 6.1 of this Contract for 3 consecutive years;

- b. The Renaissance Charter Academy Governance Board has failed to comply with generally accepted accounting standards of fiscal management with respect to the Renaissance Charter Academy Charter School;
- c. The Renaissance Charter Academy Governance Board or school employees, or agents provided the District false or intentionally misleading information or documentation in the performance of this Contract;
- d. The Renaissance Charter Academy Governance Board has failed to comply with Applicable Law;
- e. The Renaissance Charter Academy Governance Board has violated Wis. Stat. § 118.40;
- f. The Renaissance Charter Academy Governance Board violates any of the terms, conditions, promises or representations contained in or incorporated into this Contract;
- g. The Renaissance Charter Academy Governance Board's current liabilities exceed current assets, or the Renaissance Charter Academy Governance Board is insolvent (i.e. total liabilities exceed total assets), has been adjudged bankrupt, or has received a qualified audit opinion regarding its inability to continue as a going concern;
- h. The Renaissance Charter Academy Charter School has insufficient enrollment as determined by the District; or
- i. The District determines it is no longer able to meet its financial obligations to support the Renaissance Charter Academy Charter School.

**Section 8.2** Procedures for the District's Revocation:

- a. If the District determines that any of the Events of Default has occurred the District shall provide notice to the Renaissance Charter Academy Governance Board of the pertinent occurrence and shall provide the Renaissance Charter Academy Governance Board opportunities to cure, which may include increased oversight by the District and additional reporting by the Renaissance Charter Academy Governance Board, participation in mandatory trainings, and development of corrective action plans. The notice shall specify a reasonable time to cure the Event of Default to the reasonable satisfaction of the District, but in no instance shall this be less than 30 days.
  - 1. If the Renaissance Charter Academy Charter School fails to cure the specified Event(s) of Default by the prescribed deadline to the reasonable satisfaction of the District, the District may terminate this Contract by written notice delivered within 10 days after expiration of the specified period.
  - 2. If the District terminates this Contract, termination shall become effective at the end of the current school year unless determined otherwise by the Parties. If the

District terminates the Contract between school years, termination shall become effective immediately.

**Section 8.3** General Termination or Nonrenewal Procedures.

1. Final Accounting. Upon termination or nonrenewal of this Contract, the Renaissance Charter Academy Governance Board shall assist the District in conducting a final accounting of the Charter School by making available to the District all books and records that have been reviewed in preparing the Renaissance Charter Academy Governance Board's annual audits and statements under Section 3.1(11) of this Contract. The Renaissance Charter Academy Governance Board shall also submit a final audited financial statement of the Renaissance Charter Academy Charter School's operation, including auditor's management letters and any exceptions noted by the auditors, which must be received by the District within 120 days after the end of the Renaissance Charter Academy Governance Board's final school year.
2. Records Retention. Upon termination and nonrenewal of this Contract, the Renaissance Charter Academy Governance Board shall designate a records custodian who will be responsible for maintaining its records in accordance with the law and this Contract. Following the expiration of any statutory retention period and the contractual retention requirements as described below, whichever is longer, the records custodian will arrange for the destruction of records in a manner that ensures their confidentiality.
  - a. Administrative and Personnel Records. Upon termination and nonrenewal of this Contract, the records custodian will maintain a copy of the School's administrative records, including personnel records, and will provide copies of such records to third parties as required by law or otherwise appropriately requested for a period of not less than six (6) years.
  - b. Student Records. Upon termination and nonrenewal of this Contract, the Renaissance Charter Academy Governance Board shall provide the District and the Department with a list of pupil names and their contact information, along with the name of the school to which each pupil is transferring, if known. The records custodian shall transfer a copy of the pupil records, as defined in Wis. Stat. § 118.125, to the school to which each pupil is transferring. The records custodian shall also maintain a copy of pupil records in accordance with Wis. Stat. § 118.125(3). All records not transferred shall be kept in accordance with state and federal laws.
3. Financial Obligations/Asset Distribution.

All Renaissance Charter Academy Charter school monies and property, including equipment, shall be returned to the District upon termination.

**ARTICLE NINE: TERMINATION BY THE GOVERNANCE BOARD**

**Section 9.1** Grounds for Termination by the Governance Board.

This Contract may be terminated by the Governance Board under procedures in Section 9.2 if:

1. The District defaults materially in any of the terms, conditions, promises or representations contained in or incorporated into this Contract; or
2. The Renaissance Charter Academy Governance Board has lost its right to exercise authority granted under this Contract and/or under Wisconsin law.

**Section 9.2** Procedure for Governance Board Termination.

The Governance Board may terminate this Contract according to the following procedures:

1. Notice. If the Renaissance Charter Academy Governance Board determines that any of the Events of Termination set forth in Section 9.1 has occurred, the Renaissance Charter Academy Governance Board shall notify the District of the pertinent Event(s) of Termination. The notice shall be in writing, shall set forth in sufficient detail the grounds for termination, and shall specify the proposed effective date of termination (which date shall, to the extent reasonably practicable, be the end of the next academic semester scheduled for the Renaissance Charter Academy Charter School).
2. Discretionary Termination.
  - a. Within thirty (30) days after the District receives the Renaissance Charter Academy Governance Board's notice, the District shall deliver to the Renaissance Charter Academy Governance Board a notice of termination or a notice of intent to cure the Events of Default.
  - b. If a notice as set forth in a., above, is not delivered to the Renaissance Charter Academy Governance Board in writing within thirty (30) days after the District receives the Renaissance Charter Academy Governance Board's notice, the Renaissance Charter Academy Governance Board may terminate the Contract.
  - c. If the District gives notice of its intent to cure the Events of Default, the Renaissance Charter Academy Governance Board shall advise the District in writing of the pertinent occurrence and shall specify a reasonable period of time (though in no instance less than 90 days) within which the District shall cure or otherwise remedy the specified Event(s) of Default to the reasonable satisfaction of the Renaissance Charter Academy Governance Board.
  - d. If the District does not cure or otherwise remedy the Event of Default to the reasonable satisfaction of the Renaissance Charter Academy Governance Board, the Renaissance Charter Academy Governance Board may terminate this Contract by written notice delivered within ten (10) days after expiration of the specified period.
  - e. If the Renaissance Charter Academy Governance Board terminates this Contract, termination shall become effective at the end of the current school year unless otherwise determined by the Parties.
  - f. Upon termination of this Contract, the Renaissance Charter Academy Governance Board shall assist the District in conducting a final accounting of the Renaissance Charter Academy Charter School by making available to the District all books and records that have been reviewed in preparing the Renaissance Charter Academy Charter School's annual audits and statements under this Contract.

- g. All Renaissance Charter Academy Charter school monies and property, including equipment, shall be returned to the District upon termination.

## **ARTICLE TEN: TECHNICAL PROVISIONS**

**Section 10.1** Term of Contract. The term of this contract will be five (5) years. The term of this Contract shall commence on July 1, 2022 and continue until June 30, 2027. The Contract may be renewed for additional terms as agreed to by the Parties. The decision to renew will be driven by the Renaissance Charter Academy Charter School's performance in the Wisconsin accountability system and proven student achievement.

**Section 10.2** Applications of Statutes. If, after the commencement of this Contract, there is a change in Applicable Law that alters or amends the responsibilities or obligations of any of the Parties with respect to this Contract, this Contract shall be altered or amended to conform to the change in existing law as of the effective date of such change.

**Section 10.3** Amendments. This Contract may be amended only upon the written agreement of the Parties.

**Section 10.4** Severability. If any provision of this Contract is held to be invalid or unenforceable, it shall be ineffective only to the extent of the invalidity, without affecting or impairing the validity and enforceability of the remainder of the provision or the remaining provisions of this Contract. If any provision of this Contract shall be or become in violation of any federal, state, or local law, such provision shall be considered null and void, and all other provisions shall remain in full force and effect.

**Section 10.5** Successors and Assigns. The terms and provisions of this Contract are binding and shall insure to the benefit of the Parties and their respective successors and permitted assigns.

**Section 10.6** Entire Agreement. This Contract sets forth the entire agreement between the Parties with respect to the subject matter of this Contract. All prior application materials, agreements or contracts, representations, statements, negotiations, understandings, and undertakings are superseded by this Contract.

**Section 10.7** Assignment. This Contract is not assignable by either Party without the prior written consent of the other Party.

**Section 10.8** Non-waiver. Except as provided herein, no term or provision of this Contract shall be deemed waived and no breach or default shall be deemed excused, unless such waiver or consent shall be in writing and signed by the Party claimed to have waived or consented. No consent by any Party to, or waiver of, a breach or default by the other, whether expressed or implied, shall constitute consent to, waiver of, or excuse for any different or subsequent breach or default.

**Section 10.9** Force Majeure. If any circumstances occur which are beyond the control of a Party, which delay or render impossible the obligations of such Party, the Party's obligation to perform

such services shall be postponed for an equivalent period of time or shall be canceled, if such performance has been rendered impossible by such circumstances.

**Section 10.10** No Third Party Rights. This Contract is made for the sole benefit of the Parties. Except as otherwise expressly provided, nothing in this Contract shall create or be deemed to create a relationship among the Parties or any of them, and any third party, including a relationship in the nature of a third party beneficiary or fiduciary.

**Section 10.11** Governing Law. This Contract shall be governed and controlled by the laws of the State of Wisconsin.

**Section 10.12** Counterparts. This Contract may be executed in counterparts and shall be as effective as if executed in one document. Electronic signatures shall be as effective and valid as original signatures. This Contract shall only be valid and binding upon the signatures of all parties.

**Section 10.13** Notices. Whenever this Contract provides that notice must or may be given to another Party, or whenever information must or may be provided to another Party, the Party who may or must give notice or provide information shall fulfill any such responsibility under this Contract if notice is given or information is provided to:

**School District of River Falls  
Board President, Stacy Johnson-Myers  
852 E. Division Street  
River Falls, WI 54022**

**School District of River Falls  
District Administrator, Jamie Benson  
852 E. Division Street  
River Falls, WI 54022**

**Renaissance Charter Academy Charter School, Governance Board, INC.  
Board President, XXX  
852 E. Division Street  
River Falls, WI 54022**

Notice hereunder shall be effective if made by hand delivery to the pertinent Party or by United States mail, postage prepaid, certified with return receipt requested. Notices shall be effective when actually received by the addressee, if made by hand delivery, or 2 days after delivering the pertinent notice to the control of the United States Postal Service, if made by certified mail with return receipt requested.

The undersigned have read, understand, and agree to comply with and be bound by the terms and conditions as set forth in this Contract. In addition, each signatory below represents that he/she has authority to act on behalf of the respective represented Party, and understands that the other Party is relying on said representation.

FOR THE RENAISSANCE CHARTER ACADEMY  
GOVERNANCE BOARD:

FOR THE DISTRICT BOARD OF EDUCATION:

\_\_\_\_\_  
Governance Board President

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Renaissance Charter Academy Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Board President

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
School Board Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
District Administrator

\_\_\_\_\_  
Date

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

360.2

USE OF COPYRIGHTED MATERIALS

It is the policy and practice of the School District of River Falls to comply with the requirements of the U.S. Copyright Law **identified by the provisions of Title 17, United States Code, and other federal legislation and guidelines related to the duplication and use of copyrighted materials.** (~~Title 17, United States Code, Section 101, et.seq.~~)

**The School District of River Falls believes that all staff members and students must be knowledgeable of their responsibility to adhere to the copyright laws and guidelines. At no time should it be necessary for a District staff member to violate copyright laws in order to properly perform his or her duties.**

**Students and staff are prohibited from duplicating copyrighted materials not specifically allowed by: 1) the copyright law; 2) fair use guidelines; 3) licenses or contractual agreements; or 4) other permission. Those who violate the copyright law do so at their own risk and assume all liability for their actions. Additionally, they may also be subject to disciplinary action for willful infringement of the law or for using district equipment for duplication that is prohibited.**

**A staff member should contact building administration whenever the staff member is uncertain about whether using or copying material complies with the District's procedures or is permissible under the law, or wants assistance on when and how to obtain proper authorization. For more specific interpretations and rulings regarding copyright laws and the use of copyrighted materials by the public schools, refer to the United States Copyright Office website <http://lcweb.loc.gov/copyright/>.**

The **Superintendent** ~~District Administrator~~ (or his/her designee) shall be responsible for establishing and implementing appropriate procedures which will enforce this policy. The Superintendent (or his/her designee) will also disseminate information to staff on current fair use practices as that information becomes available. This policy shall be enforced at the building level.

LEGAL REF.: U.S. Copyright Law (Title 17, U.S. Code, Section 101, et.Seq.)

CROSS REF.: ~~360.2AP Copyright Guidelines for the School District of River Falls~~  
**360.2-Rule Copyright Guidelines for the School District of River Falls**

APPROVED: July 17, 2006

**REVISED: May XX, 2022**

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

360.2 - Rule

**USE OF COPYRIGHTED MATERIALS**

- A. **The School District of River Falls prohibits students and all district staff from duplicating copyrighted materials not specifically allowed by: 1) the copyright law, 2) fair use guidelines, 3) licenses or contractual agreements, or 4) other permission. Those who violate the copyright law do so at their own risk and assume all liability for their actions. Additionally, they may also be subject to disciplinary action for willful infringement of the law or for using district equipment for duplication that is prohibited.**
- B. **The "fair use" criteria for copying listed in section 107 of the law describe the extent to which a copyrighted work may be copied without permission of the copyright owner. The four factors are:**
- 1) **The purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes.**
  - 2) **The nature of the copyrighted work.**
  - 3) **The nature and substantiality of the portion used in relation to the copyrighted work as a whole.**
  - 4) **The effect of the use upon the potential market for or value of the copyrighted work.**

**Each of these four (4) factors must be considered in relation to the intended use. After one use, copyright clearance should be sought from the copyright holder via paper or electronic means. The request should include: Title, Author/Editor, Edition/Format, Description of Material to be Copied, Use of Material, Type of Reproduction, and whether or not the material will be sold.**

- C. **Guidelines for copying books and periodicals:**
- 1) **The making of single copies of articles, short stories, illustrations, etc., by a teacher for lessons or research constitutes fair use.**
  - 2) **Multiple copies for an entire class may constitute fair use if the tests of brevity, and spontaneity cumulative effect are met.**
  - 3) **Copyright notice should be included on all copies.**
  - 4) **Copies should not substitute for the purchase of materials. The following notice must be posted at all copy machines stating: "Notice: The copyright law of the U.S. (Title 17 U.S. code) governs the making of copies or other reproductions of copyrighted material. The person requesting the copies is liable for any infringement."**

D. **Rules of Reproducing Music**

**A music instructor can make copies of excerpts of sheet music or other printed works, provided that the excerpts do not constitute a "performable unit," such as**

a whole song, section, movement, or aria. In no case can more than 10% of the whole work be copied and the number of copies may not exceed one copy per pupil. Printed copies that have been purchased may be edited or simplified provided that the fundamental character of the work is not distorted or the lyrics altered (or added to).

A student may make a single recording of a performance of copyrighted music for evaluation or rehearsal purposes, and the educational institution or individual teacher may keep a copy. In addition, a single copy of a sound recording owned by an educational institution or an individual teacher of copyrighted music may be made for the purpose of constructing aural exercises or examinations, and the educational institution or individual teacher can keep a copy.

Instructors may not:

- ❖ copy sheet music or recorded music for the purpose of creating anthologies or compilations used in class;
- ❖ copy from works intended to be “consumable” in the course of study or teaching such as workbooks, exercises, standardized tests and answer sheets, and like material;
- ❖ copy sheet music or recorded music for the purpose of performance, except for emergency copying to replace purchased copies which are not available for an imminent performance (provided purchased replacement copies are substituted in due course); or copy any materials without including the copyright notice which appears on the printed copy.

If copyrighted sheet music is out of print (not available for sale), an educator can request permission to reproduce it from the music publisher.

E. Guidelines for application software: The District intends that the copyright laws pertaining to software be respected and that adequate procedures be in place to ensure full compliance with copyright law. The following statements are intended to clarify the District policy in this regard.

1. All computer software installed and in use on District hardware must be licensed, including commercial software and shareware.
2. In no case can the number of copies in use on a network exceed the number of licenses.
3. Software licenses or similar records of purchase for all software must be available for inspection upon request.
4. Staff members and students are prohibited from loading any personally owned software on District hardware for which the District does not have a license.

F. Guidelines for Educational Multimedia: The Fair Use Guidelines for Educational Multimedia were adopted by the House Judiciary Subcommittee on Courts and Intellectual Property in September, 1996, and apply to the use of lawfully acquired copyrighted material in multimedia projects and publishing on the INTERNET.

1. Such use is permitted by students and educators for educational use in the course for which they were made; for use in their own portfolios as

examples of their work; for presentation to peers at workshops and conferences; in face-to-face instruction.

2. Projects may be used for two (2) years after the first instructional use with a class. After that time, permission must be sought for each copyrighted portion.
3. Portion limitations: These apply to the total amount of material derived from a single copyrighted work that is incorporated into an educational multimedia project(s) created over a semester by an individual student or educator. The guidelines recognize that students in grades K-5 may not be able to adhere rigidly to the portion limitations. In each alternative, it is lesser of the two amounts:

Motion Media: 10% or 3 minutes;

Text: 10% or 1000 words;

Music, Lyrics, Music Videos: 10% or 30 seconds - no alteration to basic melody;

Numerical Data Sets: 10% or 25000 fields or cell entries;

Illustrations and Photographs: 10% or 15 images from a published collective work - no more than 5 by a single artist or photographer.

Poems: An entire poem, if less than 250 words, 250 words but no more than 3 excerpts by a poet, or 5 excerpts by different poets in an anthology.

4. Proper credit should be given to any copyrighted material.
5. Neither educators nor students may use their personally created products over electronic networks beyond the limits listed above without obtaining permission for all copyrighted material.

G. All staff will be alerted annually to the copyright guidelines.

H. The responsibility for adhering to copyright law and guidelines rests solely with the person making or requesting the copy.

LEGAL REF.: Sections 118.13 Wisconsin Statutes

121.02(1)(h)

PI 8.01(2)(h), Wisconsin Administrative Code

PI 9.03(1)

CROSS REF.: 361.1, Selection of Textbooks and Supplementary Instructional Materials

NEW: May XX, 2022

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

361.2  
(formerly IIAC)

SELECTION OF LIBRARY MEDIA CENTER MATERIALS

**The School Board supports the establishment and maintenance in each building of library media centers which provide services to students and staff. The District will provide library facilities within school buildings and make available to all pupils a current balance collection of books, basic reference materials, texts, periodicals, and audiovisual materials, which depicts in an accurate and unbiased way the cultural diversity and pluralistic nature of American society. The District shall provide library media services to all pupils, including to pupils in grades kindergarten through 6, library media services which are performed by or under the direction of a licensed library and audiovisual personnel and to pupils in grades 7 through 12, library media service which are performed by licenses library and audiovisual personnel.**

**The School Board delegates the responsibility to the Superintendent or his/her designee for the selection and purchase of materials and equipment for use in the District's Library Media Centers.**

**In order to provide the Superintendent or his/her designee and staff with guidance in the acquisition of library resource materials, such as library books and electronic resources, the School Board endorses the guidelines approved by the American Library Association that such resources:**

- 1. Provide materials that will enrich and support the curriculum, taking into consideration available funding.**
- 2. Provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served.**
- 3. Provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.**
- 4. Provide information on controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking.**

5. Provide and promote information representative of the many religious, ethnic, and cultural groups and their contributions to the diversity of American culture.
6. Include, in the body of works as a whole, characters and settings which reflect the racial, ethnic, cultural and religious makeup of the student body and the country as a whole.
7. Place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

The Library Media Specialists will work closely with students, staff and administration in the selection and evaluation of materials for purchase. In the event of a potentially controversial resource purchase, consideration of other policies will be included as a cross reference in determining the selection of materials.

~~Library media center materials shall be selected which:~~

- ~~1. Provide for a wide and varied background of information.~~
- ~~2. Stimulate intellectual growth.~~
- ~~3. Stimulate critical thinking.~~
- ~~4. Present controversial issues from many sides.~~
- ~~5. Enrich entire school curriculum.~~

~~The Board of Education endorses the School Library Bill of Rights as approved by the American Association of School Librarians.~~

~~Library media center materials shall be selected by the Media Specialist, in consultation with the faculty.~~

In order to respond to any complaints about, or challenges to, the selection of library materials, the district refers to Complaints about Instructional/Library Media Center Materials (871) and Procedures for Handling Complaints About Instructional/Library Media Center Materials (871-Rule), establishing a complaint procedure and providing for a committee to review such complaints or challenges.

If any person wishes to permanently remove materials from a school district library, he/she must seek the formal approval of the Board. The Board may determine that such materials should be removed. Such determination must not be based upon official suppression of ideas, but rather upon the educational suitability of the

**materials in question. Only the Board and/or the Superintendent may authorize said permanent removal of instructional materials, pursuant to the decision of the Board.**

The School District of River Falls shall not discriminate in the selection and evaluation of **instructional materials or library media center materials in the selection and evaluation of** textbooks, supplementary instructional materials or library media center materials on the basis of **a student's sex, (including gender identity, gender expression and nonconformity to gender role stereotypes,)** race, national origin, color, religion, ancestry, creed, pregnancy, marital or parental status, sexual orientation, **handicap or physical, mental, emotional or learning disability, or any other legally-protected status or classification.** Discrimination complaints shall be processed in accordance with established **District** procedures.

LEGAL REF.: Sections 118.13 Wisconsin Statutes  
121.02(1)(h)  
PI 8.01(2)(h), Wisconsin Administrative Code  
PI 9.03(1)

CROSS REF.: 361.1, Selection of Textbooks and Supplementary Instructional Materials  
362, Library Media Centers  
411-Rule, Student Discrimination Complaint Procedures  
871, Complaints About Instructional/Library Media Center Materials  
**871-Rule, Procedures for Handling Complaints About Instructional/Library Media Center Materials**

APPROVED: March 19, 1973  
REVISED: September 16, 1991  
May 23, 2005  
**May XX, 2022**

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

871

**PUBLIC COMPLAINTS ABOUT INSTRUCTIONAL/LIBRARY MEDIA CENTER MATERIALS  
AND RESOURCES**

**The River Falls School District recognizes that, on occasion, objections may occur regarding its instructional and library media center materials and resources by any community member or employee of the District not directly involved with the selection of materials used.** The Superintendent (or his/her designee) is directed to provide a procedure whereby a citizen may object to any instructional materials (i.e., textbooks and supplementary instructional materials) or library media center materials selected and used in the School District of River Falls. The procedure should safeguard the professional judgment of staff members as well as allow the citizens of the District to voice their specific complaints about materials used in the schools.

A parent/guardian may request that his/her child not use certain instructional or library media center materials or participate in certain instructional programs. Alternative assignments or programs shall be made available in such cases.

**DEFINITIONS**

- A. Instructional Materials and Resources: Instructional materials and resources shall mean print and non-print resources used by classroom teachers to convey the essential knowledge and skills of a subject in the District's curriculum to students. Instructional materials shall include, but not be limited to, textbooks, workbooks, maps, films, performing arts scripts, graphs, flowcharts, diagrams, charts, tables, handouts, tests, quizzes, projects, activities, online resources and applications, computer software and other digital media.**
- B. Library Media Center (LMC) Materials and Resources: Library media center materials and resources shall refer to all print and non-print materials and resources circulated from the school or District library media centers for students and/or staff use.**

The School District of River Falls shall not discriminate in the selection and evaluation of **instructional materials or library media center materials in the selection and evaluation of** textbooks, supplementary instructional materials or library media center materials on the basis of **a student's sex, (including gender identity, gender expression and nonconformity to gender role stereotypes,)** race, national origin, color, religion, ancestry, creed, pregnancy, marital or parental status, sexual orientation, **handicap or physical, mental, emotional or learning disability, or any other legally-protected status or classification.** Discrimination complaints shall be processed in accordance with established **District** procedures.

LEGAL REF.: Sections 118.13 Wisconsin Statutes  
121.02(1)(h)  
PI 8.01(2)(h), Wisconsin Administrative Code  
PI 9.03(1)

CROSS REF.: 871-Rule, Procedures for Handling Complaints about Instructional/Library  
Media Center Materials  
361.1, Selection of Instructional Materials  
361.2, Selection of Library Media Center Materials  
**381 STUDY AND DISCUSSION OF CONTROVERSIAL TOPICS**  
411-Rule (1), Student Discrimination Complaint Procedures

APPROVED IN PART: March 19, 1973

REVISED: February 16, 1981  
September 16, 1991  
October 16, 2006

REVIEWED: July 21, 2017  
**May xx, 2022**

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

871-Rule

PROCEDURES FOR HANDLING **PUBLIC** COMPLAINTS  
ABOUT INSTRUCTIONAL/LIBRARY MEDIA CENTER MATERIALS

The following procedures shall serve as a guideline for those staff members dealing with citizens of the community who issue a formal complaint about instructional materials (i.e., textbooks and supplementary instructional materials) or library media center materials.

1. If the staff member (teacher, librarian/media specialist, department or building unit leader) to whom the complaint has been made is unable to resolve the issue, the building principal should schedule a meeting between the staff member(s) involved, the principal and the complainant.
2. If the issue cannot be resolved amicably during the above-mentioned meeting, the principal should ask the complainant to complete a copy of the "Request for Reconsideration of Instructional/Library Media Center Materials" form and submit it to his/her office as soon as possible.
3. If the form has not been received within 30 days, it is reasonable to assume the complainant has dropped the case and the issue is closed.
4. If a completed form is returned, it is incumbent upon the principal to schedule a meeting of a committee to review the form and the material(s) in question. The membership of this committee shall be composed of the following persons:
  - a. The building principal
  - b. The staff member(s) to whom the complaint was made
  - c. Appropriate department and/or unit representatives (**e.g. Library Media Specialist**)
  - d. The Curriculum Coordinator
  - e. A student selected by the principal
  - f. A staff member at large
5. The decision of the review committee shall be forwarded to the Superintendent who shall advise the complainant of the committee's decision and his/her right of appeal to the Board of Education. **Any appeal must be submitted in writing to the School Board President within five (5) days. If no appeal is received, then the matter will be closed. The School Board may determine the manner of such a review at its discretion.**
6. **Access to challenged material shall not be restricted during the reconsideration process. However, if the complaint relates to use of instructional materials, a person may request the District to provide alternative instructional materials for a student to use in the classroom in lieu of the challenged material. Such requests**

may be approved at the discretion of the building principal in consultation with the classroom teacher.

7. Upon completion of a reconsideration process, the same item shall not be reconsidered for five years. The District reserves the right to refuse further reconsideration requests when it has dealt with a challenge to items on the same topic within five (5) years.

APPROVED: March 19, 1973

REVISED: February 16, 1981  
March 19, 1984  
September 16, 1991  
October 16, 2006  
**May xx, 2022**





**School District of River Falls**  
**ADMINISTRATIVE OFFICE**  
852 East Division Street, River Falls WI 54022  
715-425-1800 phone / 715-425-1804 fax  
[www.rfsd.k12.wi.us](http://www.rfsd.k12.wi.us)

871 - Exhibit

### Request for Reconsideration of Library/Educational Resources

The School Board of the School District of River Falls has delegated the responsibility for selection and evaluation of library/educational resources to the school library media specialist and curriculum committee, and has established reconsideration procedures to address concerns about those resources. Completion of this form is the first step in those procedures. If you wish to request reconsideration of school or library resources, please return the completed form to the ~~High School Media Center Specialist, River Falls High School, 818 Cemetery Road, River Falls, WI 54022.~~ school where your concern originates.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Do you represent  
Yourself? \_\_\_\_\_

Organization? \_\_\_\_\_ If so, please specify: \_\_\_\_\_

1. Resource on which you are commenting: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_ Book    \_\_\_\_ Textbook    \_\_\_\_ Video    \_\_\_\_ Display    \_\_\_\_ Magazine

\_\_\_\_ Library Program    \_\_\_\_ Audio Recording    \_\_\_\_ Newspaper

\_\_\_\_ Electronic information/network (please specify): \_\_\_\_\_

Other: \_\_\_\_\_

Title: \_\_\_\_\_

Author/Producer: \_\_\_\_\_

2. What brought this resource to your attention? \_\_\_\_\_

\_\_\_\_\_

3. Have you examined the entire resource? \_\_\_\_\_

\_\_\_\_\_

4. What concerns you about the resource? (*use other side or additional pages if necessary*)

\_\_\_\_\_

5. Are there resources(s) you suggest to provide additional information and/or other viewpoints on this topic?

\_\_\_\_\_

**6. What action(s) are you requesting the committee to consider?**

\_\_\_\_\_