

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

Monday, March 20, 2023 - 6:00 PM

District Office

852 E Division Street

River Falls, Wisconsin 54022

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

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

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

1. **CALL TO ORDER - 6:00 PM IN THE DISTRICT ADMINISTRATIVE OFFICE CONFERENCE ROOM**

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

3. **PLEDGE OF ALLEGIANCE**

4. **HEARING OF VISITORS OR DELEGATIONS**

5. **INFORMATIONAL ITEMS**

A. **Spotlight on Education: Westside Elementary**

Description: Presentation Link

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

1. Student Representative Report

2. Superintendent Report*

3. Administrative Reports related to district strategic plan progress*

Description: Strategic Plan 90-Day Progress Reports: *Goal 2.2 - Develop School-Wide Behavior Expectations that Align to District Core Values**

a. River Falls High School/Renaissance Charter Academy*

Description:

RFHS Goal 2.2

Renaissance Goal 2.2

b. Meyer Middle School*

Description: MMS Goal 2.2

c. Elementary Schools*

Description:

Greenwood Goal 2.2

Rocky Branch Goal 2.2

Westside Goal 2.2

RFPME Goal 2.2

6. **ACTION ITEMS**

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

4

Description: The following have been submitted for approval:

Item 1: February 20, 2023, Regular Board of Education meeting minutes

Item 2: Bills submitted for payment

Item 3: Pursuant to Board Policy which references Wisconsin Statutes Sections 111, 118, 121, all employees who require Wisconsin state certification shall be recommended by the superintendent to the Board of Education for approval. All recommendations presented at this time are pursuant to approved Board policies and accompanying administrative procedures.

Recommended Action: Approve minutes, bills, and employment as presented.

B. **Consideration and/or Action to approve February 27, 2023 Personnel Committee recommendations**

16

Description: The Personnel Committee met on February 27, 2023, to approve the 2023-24 school calendar & important dates and the 23-24 daily schedule, to hear an insurance study committee update, to hear a staffing update, to approve the academic services secretary job description and to approve commencement of contract negotiations. The committee also went into executive session for preliminary nonrenewal of certified staff and to discuss contract negotiations with employee groups.

Recommended Action:

1. Approve Academic Services Secretary Job Description.

2. Approve Commencement of Contract Negotiations.

C. Consideration and/or Action to approve March 6, 2023 Educational Program Committee recommendations 21

Description: The Educational Program Committee met on March 6, 2023, to hear a high school programming update including the approval of the Girls Hockey COOP, to hear a 4K programming update, to approve the CESA 11 shared services agreement for the 2023-2024 school year and to review the curriculum review cycle.

Recommended Action:

1. Approve the Girls Hockey COOP.
2. Approve the CESA 11 Shared Service Agreement for the 2023-2024 school year.

D. Recommend 2023-24 School Calendar and Important Dates, and 2023-24 Daily Schedule 27

Description: District Administration will formally recommend the 2023-24 School Calendar and Important Dates, and the 2023-24 Daily Schedule.

Recommended Action:

1. Approve the 2023-24 School Calendar and Important Dates.
2. Approve the 2023-24 Daily Schedule.

E. Consideration and/or Action to approve the Administrative recommendation to suspend the K-8 Virtual eSchool program indefinitely

Description: District Administration will formally present the Board with the recommendation to suspend the K-8 Virtual eSchool program indefinitely due to district funding concerns and low enrollment.

Recommended Action: Approve the Administrative recommendation to suspend the K-8 Virtual eSchool program indefinitely.

F. Approve the roof, skylights, and/or wall panel replacements at various River Falls School District buildings 38

Description: Administration will share plans to have Meyer Middle School wall panels, Meyer Middle School & Rocky Branch Elementary Kalwall skylights, and the District Office asphalt shingles replaced.

Recommended Action:

1. Approve the replacement of MMS wall panels for the project cost of \$600,964.
2. Approve the replacement of MMS & RBE Kalwall skylights for the project cost of \$80,700.
3. Approve the replacement of DO asphalt shingles for the project cost of \$59,000.

G. Approve the first reading of revised School Board Policy 453.4 - Administering Medication to Students and the accompanying Rule 1 - Procedures For Administering Medication To Students and the new accompanying Rule 2 - Naxolone Administration Flowchart 39

Description: District Administration will present revisions to Policy 453.4 - Administering Medication to Students and the accompanying Rule 1 - Procedures For Administering Medication To Students. Administration will also present the new accompanying Rule 2 - Naxolone Administration Flowchart.

Recommended Action:

1. Approve the first reading of revised School Board Policy 453.4 - Administering Medication to Students.
2. Approve the first reading of revised School Board Policy 453.4 Rule 1 - Procedures For Administering Medication To Students.
3. Approve the first reading of the new School Board Policy 453.4 Rule 2 - Naloxone Administration Flowchart.

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

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

Recommended Action: As needed.

I. Schedule next Board/Committee meetings

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

Recommended Action: Set the meeting schedule as follows:

Educational Program Committee meeting: No April Meeting

Finance and Facilities Committee meeting: Monday, April 10, 2023, 6:00 p.m.

Personnel Committee meeting: Monday, April 10, 2023, 7:00 p.m. (or immediately following Finance and Facilities)

Regular Board meeting: Monday, April 17, 2023, 6:00 p.m.

Board Reorganizational meeting: Monday, April 24, 2023, 6:00 p.m.

All of the above meetings will be held at the District Office Conference Room, 852 E. Division Street unless noted otherwise. 2

- 7. Request for Executive Session pursuant to Wisconsin § 19.85 (1)(c)(e) for the purpose of preliminary nonrenewal of certified staff and to discuss contract negotiations with employee groups. Roll call vote required.**
- 8. CONVENE TO EXECUTIVE SESSION**

School District of River Falls
Regular Board Meeting
Monday, February 20, 2023 - 6:00 PM
District Office, 852 E. Division Street
River Falls, Wisconsin 54022

The regularly scheduled meeting of the River Falls Board of Education was called to order on Monday, February 20, 2023 at the District Office, 852 E Division Street, River Falls, Wisconsin 54022. President Johnson Myers called the meeting to order at 6:00 p.m. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the *Star-Observer*, *Pierce County Journal*, WEVR Radio Station, and the *Eau Claire Leader-Telegram*.

PRESENT

President Stacy Johnson Myers, Vice President Cindy Holbrook, Clerk Alan Tuchtenhagen, Treasurer Todd Schultz, members Bob Casey, Mike Miller, and student representative, Ciara Roberson. Also present were Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, and Director of Finance & Facilities Lynette Edwards. River Falls High School Principal Kit Luedtke, Renaissance Charter Academy Program Coordinator Chris Silver, Greenwood Principal Nate Schurman, Westside Principal Chris Kamrath, RFPME Principal Nate Wells, and Community Education & Communications Director Jennifer Ames.

HEARING OF VISITORS OR DELEGATIONS - None

INFORMATIONAL ITEMS

A. Acknowledgement / Recognition

Wildcat Pride Awards

- a. Brooks Rivard and Luke Linehan were recognized for helping a family stranded on the side of the road back in December.
- b. Kelvin Pooler was recognized for all of his generosity and volunteer efforts at the Renaissance Charter Academy.

B. School District of River Falls - Demographer/Enrollment Projections Report*

Nick Johnson from MDRoffers Consulting presented the Community Growth & Projections Report to the Board. One noteworthy projection is the resident student enrollment increase of about 32 additional 4K-12 resident students per year on average between September 2022 and 2035.

C. Spotlight on Education: Community Education

Ames presented an overview of the current happenings in the Communications and Community Education department including the new E-Newsletter and many successful new community partnerships.

D. Superintendent, Administrative, and Student Representative Reports

1. Student Representative Report
Renaissance Charter Academy student Ciara Roberson introduced herself to the board.
2. Superintendent Report: None
3. Administrative Reports related to district strategic plan progress*
Building Administrators shared updates regarding *Objective 1.1 - Support Collaborative Teaching Culture Focused on Student Learning* and how their buildings are implementing this piece of the district's Strategic Plan.

ACTION ITEMS

- A. Johnson Myers reviewed the minutes, bills, and recommended employment items on the Agenda. Schultz moved, seconded by Casey that the Board approve the following:
 1. The Minutes from the January 23, 2023 Regular Board of Education meeting;
 2. Checks numbered 210482 through 210899 had been prepared in the amount of \$794,700.87 and there were automatic transfers of \$712,014.30 and \$708,937.43 for a total of \$2,215,652.60. Checks 173184, 174735, 175287, 175417, 175708, 175824, 175841, 176457, 176511, 176701, 176742, 177228, 177264, 177272, 177285, 177312, 178560, 178650, 180883, 181041, 181332, 181409, 181869, 182251, 182668, 182685, 182686, 182692, 183048, 183244, 183385, 184294, and 210327 were voided.
 3. Pursuant to Board Policy which references Wisconsin Statutes Sections 111, 118, and 121, approval of the following employment recommendations: 1. Recommended approval of the employment of Madison Bosshart as 1.0 FTE long term substitute Second Grade Teacher at Greenwood Elementary School, effective approximately February 20, 2023 through

May 22, 2023 (for Kayla Hayes). 2. Recommended approval of the reduced employment of Cecily Gillis, Special Education Teacher at River Falls High School, from 1.0 FTE to 0.5 FTE effective January 30, 2023. 3. Recommended approval of the reduced employment of Jenny Jerry, Alternate Education Teacher at Renaissance Charter Academy, from 1.0 FTE to 0.4 FTE effective April 5, 2023. 4. Recommended approval of the hiring of the following short-term, on call Substitute Teachers: a. Devon Shaut b. Mavis Sachs c. Paige Stilen d. Blake Buzay e. Madison Bosshart f. Sophia Cole g. Emma Kohlbeck h. Theron Drier i. Kelley Nelson j. Victoria Swank k. Jessica Linder l. Kylah Wenzel m. Brooke Krejci 5. Recommended acceptance of the resignation of Kari LaPoint as full-time Second Grade Teacher at Greenwood Elementary School effective the end of the 2022-23 year. Ms. LaPoint will retire after 32 years of service with the district. 6. Recommended acceptance of the resignation of Judy Lefeber as full-time Library Media Specialist at Greenwood Elementary School effective the end of the 2022-23 year. Ms. Lefeber will retire after 24 years of service with the district. Motion carried unanimously (6-0).

B. Consideration and/or Action to approve February 6, 2023 Educational Program Committee recommendations

The Educational Program Committee met on February 6, 2023, to approve the RF4C provider contract for the 2023-24 school year, to hear a summer school update, to recognize February as CTE month, to hear an update on the Western WI College Fair and high school registration night, and to approve the preliminary field trip application for the French trip to Canada, June 28-July 2, 2024.

1. Tuchtenhagen motioned, seconded by Casey to approve the RF4C provider contract for the 2023-2024 school year. Motion carried unanimously (6-0).
2. Tuchtenhagen motioned, seconded by Miller to approve the preliminary field trip application for the French student trip to Canada, June 28-July 2, 2024. Motion carried unanimously (6-0).

C. Consideration and/or Action to approve February 13, 2023, Finance & Facilities Committee recommendations

The Finance and Facilities Committee met on February 13, 2023, to approve the 2023-24 school bus purchases, to approve the resolution authorizing the defeasance of debt and redemption of outstanding bonds, to hear a budget projection model overview, to review the annual audit and to discuss February 2024 referendum planning.

1. Schultz motioned, seconded by Holbrook to approve the purchase of (2) International Route Buses from Mid-State with budgeted funds from the 2022-2023 school year. Motion carried unanimously (6-0).
2. Schultz motioned, seconded by Holbrook to approve Resolution authorizing the transfer of funds, the establishment of an escrow account with respect to and the defeasance of certain of the General Obligation Corporate Purpose Bonds, Series 2018A, dated July 12, 2018. Roll call vote: Miller yes, Casey yes, Schultz yes, Tuchtenhagen yes, Johnson Myers yes, and Holbrook yes. Motion carried unanimously (6-0).

D. Consideration and/or Action to approve the perpetual Municipal Utility and Trail Easement Agreement for the Mann Valley property

Consider, review, and approve the perpetual Municipal Utility and Trail Easement Agreement as was discussed at the joint Board of Education and City of River Falls meeting in August.

Casey motioned, seconded by Miller to approve the perpetual Municipal Utility and Trail Easement Agreement for the Mann Valley property. Roll call vote: Miller yes, Casey yes, Schultz yes, Tuchtenhagen yes, Johnson Myers yes, and Holbrook yes. Motion carried unanimously (6-0).

E. Approve the second reading of the new School Board Policy 352-Rule 2 - Overnight Accommodations for Student Trips

The first reading of the new policy 352-Rule 2 - Overnight Accommodations for Student Trips was approved at the January 23, 2023, Regular Board Meeting.

Johnson Myers motioned, seconded by Holbrook to approve the second reading of the new School Board Policy 352-Rule 2 - Overnight Accommodations for Student Trips. Motion carried unanimously (6-0).

F. Approve the second reading of revised School Board Policy 130 - Board Responsibilities and Legal Status

The first reading of revised policy 130 - Board Responsibilities and Legal Status was approved at the January 23, 2023, Regular Board Meeting.

Johnson Myers motioned, seconded by Schultz to approve the second reading of revised School Board Policy 130 - Board Responsibilities and Legal Status. Motion carried unanimously (6-0).

G. Approve the second reading of revised School Board Policy 251-Exhibit 1,2,3, River Falls School District Organizational Charts

The first reading of the revised policy 251-Exhibit was approved at the January 23, 2023, Regular Board Meeting.

Johnson Myers motioned, seconded by Casey to approve the second reading of the revised School Board Policy 251-Exhibit 1,2,3, River Falls Organizational Chart. Motion carried unanimously (6-0).

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

As always, Board members will be given the opportunity to suggest items for future Board agendas. No suggestions were made.

I. Schedule next Board/Committee meetings

Set the meeting schedule as follows:

Educational Program Committee meeting: Monday, March 6, 2023, 6:00 p.m.

Finance and Facilities Committee meeting: No March Meeting

Personnel Committee meeting: No March Meeting

Regular Board meeting: Monday, March 20, 2023, 6:00 p.m.

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

J. Tuchtenhagen motioned, seconded by Schultz to move into **Executive Session pursuant to Wisconsin § 19.85 (1)(c)(e) for the purpose of preliminary nonrenewal of certified staff, to discuss contract negotiations with employee groups, potential staff reductions for 2023-24, and to review and discuss the Board of Education self-evaluation results.** Roll call vote: Miller yes, Casey yes, Schultz yes, Tuchtenhagen yes, Johnson Myers yes and Holbrook yes. Motion carried unanimously (6-0).

CONVENE TO EXECUTIVE SESSION

President Johnson Myers declared the meeting into executive session at 8:00 p.m.

Alan Tuchtenhagen, Clerk

SCHOOL DISTRICT OF RIVER FALLS
River Falls , Wisconsin 54022

Checks for Approval at the March 2023 Board Meeting

AP CHECK NUMBERS	AMOUNT
210890 - 211385	\$860,558.16

PAYROLL

2/3/23 Auto Tsf. Payroll	\$674,650.55
2/17/23 Auto Tsf. Payroll	\$707,253.55

\$2,242,462.26

VOID CHECKS
210633 - Michael Pesavento

	Actual
FNB - General Money Market Balance	\$12,888,106.00
RCU - Money Market Balance	\$32,099.58

Publication List - Checks over \$100 - March 2023 Meeting

POST	CHECK		INVOICE	
DATE	NUMBER	VENDOR	DESCRIPTION	AMOUNT
2/1/2023	210894	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 5,575.47
2/1/2023	210895	APPLETON EAST FORENSICS	Forensics; RFHS Team	\$ 375.00
2/1/2023	210898	BALDWIN LIGHTSTREAM	Feb Internet/phone	\$ 1,601.84
2/1/2023	210899	BAUER BUILT INC	BG Expenses/Supplies	\$ 803.37
2/1/2023	210902	BRATHOL, DYLAN	Officiating Fees	\$ 115.00
2/1/2023	210903	CAMPBELL, GARY	Officiating Fees	\$ 120.00
2/1/2023	210906	CESA 10	E-Rate Support/Tech	\$ 1,287.50
2/1/2023	210907	CHIPPEWA VALLEY SPORTING GOODS	invoice#: 266109	\$ 2,495.00
2/1/2023	210909	CHRISTENSEN, CARLIE	Officiating Fees	\$ 160.00
2/1/2023	210910	CHRISTENSEN, CARTER	Officiating Fees	\$ 320.00
2/1/2023	210911	CINTAS	BG EXPENSE	\$ 210.76
2/1/2023	210912	CLIFTONLARSONALLEN LLP	Audit Final Billing	\$ 5,517.75
2/1/2023	210913	COUGHLIN, JOSEPH	Reim Supplies	\$ 136.00
2/1/2023	210915	DAME, LESLEY	Ski Club Reim	\$ 260.00
2/1/2023	210916	DARRELL'S SEPTIC SERVICE, INC.	Multiple Invoices	\$ 1,800.00
2/1/2023	210918	DUPREE, JAY	Officiating Fees	\$ 200.00
2/1/2023	210921	EXPRESS SERVICES INC	Sub Fulfillment	\$ 1,802.74
2/1/2023	210922	FAIRVIEW CLINICS	Health Exams	\$ 122.00
2/1/2023	210923	FALLS THEATER	Multiple Invoices	\$ 975.00
2/1/2023	210924	FAST COPY CENTER	Multiple Invoices	\$ 160.10
2/1/2023	210925	FLINN SCIENTIFIC INC	Science Supplies	\$ 211.45
2/1/2023	210926	GLASS EXPRESS INC	Replace Windshield	\$ 260.00
2/1/2023	210927	GOODIN COMPANY	Toilet Supplies	\$ 330.32
2/1/2023	210931	HARRIS	Multiple Invoices	\$ 2,605.00
2/1/2023	210932	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 111.69
2/1/2023	210935	IDENTISYS INC	Badges (DO)	\$ 1,542.14
2/1/2023	210936	INFINITE CAMPUS	Campus Workflow	\$ 5,798.33
2/1/2023	210937	JACKSON, DOMINICK	Officiating Fees	\$ 160.00
2/1/2023	210938	J H LARSON COMPANY	LED Flat Panel Rplcmt	\$ 304.00
2/1/2023	210941	JOHNSON CONTROLS FIRE PROTECTION LP	Materials for inspection	\$ 165.00
2/1/2023	210946	LACROSSE LOGAN HIGH SCHOOL	Officiating Fees	\$ 225.00
2/1/2023	210950	LOYOLA UNIVERSITY CHICAGO	Scholarship Pymt	\$ 500.00
2/1/2023	210953	MARCO TECHNOLOGIES LLC	Multiple Invoices	\$ 344.86
2/1/2023	210954	MARCO TECHNOLOGIES, LLC.	Copier lease pymt	\$ 310.71
2/1/2023	210959	MIDWEST BUS PARTS INC	Multiple Invoices	\$ 484.17
2/1/2023	210965	MINUTEMAN PRESS	Registration Printing	\$ 576.77
2/1/2023	210966	MOOSE LODGE #594	Moose Lodge Brkfst	\$ 309.31
2/1/2023	210967	MTI DISTRIBUTING INC	Hydraulic Ram-920	\$ 567.33
2/1/2023	210968	NARDINI FIRE EQUIPMENT	Multiple Invoices	\$ 1,067.00
2/1/2023	210969	NEEDHAM, SCOTT	Officiating Fees	\$ 120.00
2/1/2023	210970	NELSON'S BUS SERVICE INC	Header Unit Tank	\$ 1,106.84
2/1/2023	210972	N.E. METRO INTERMEDIATE DIST.	MF Tuition	\$ 2,400.00
2/1/2023	210973	NOLES, SCOTT	Officiating Fees	\$ 160.00
2/1/2023	210976	OLSON, ERIC	Officiating Fees	\$ 160.00

Publication List - Checks over \$100 - March 2023 Meeting

2/1/2023	210980	PECHACEK, ROBERT	Officiating Fees	\$ 120.00
2/1/2023	210981	PRYOR, WILLIAM	Officiating Fees	\$ 120.00
2/1/2023	210982	RICHARTZ, GRAYDON	Officiating Fees	\$ 340.00
2/1/2023	210985	RIESTER REFRIGERATION INC	cooler service call	\$ 550.00
2/1/2023	210986	RIVER FALLS SUNSHINE FUND	donation check	\$ 1,000.00
2/1/2023	210987	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 534.54
2/1/2023	210989	SCHOLASTIC INC.	Bookflix renewal	\$ 1,465.00
2/1/2023	210992	STAPLES -(PAPER)	Multiple Invoices	\$ 2,458.84
2/1/2023	210993	STEEL TOWNE R.F.	Tech Ed Supplies	\$ 879.29
2/1/2023	210995	STICHT, IAN	reim team meal; gbb	\$ 310.40
2/1/2023	210997	THE VAIL CORPORATION	Ski Club Invoice	\$ 3,552.00
2/1/2023	211003	UNIVERSITY OF WI-STOUT	ECCP Tuition	\$ 231.48
2/1/2023	211004	UWEC-PI KAPPA DELTA	speech tourn reg	\$ 468.00
2/1/2023	211005	UWRF	5th gr ice skating FT	\$ 366.00
2/1/2023	211007	WEIGH-RITE SCALE CO. INC.	invoice#: 34199	\$ 445.50
2/1/2023	211011	WELD RILEY SC	General School Law	\$ 107.50
2/1/2023	211016	YOURMEMBERSHIP.COM INC	Dir Acad Svc job posting	\$ 359.00
2/8/2023	211018	3 SCHWEET SISTERS, LLC	CE Class Pymt	\$ 1,185.00
2/8/2023	211019	ABDO PUBLISHING COMPANY	book order	\$ 2,136.55
2/8/2023	211020	AED SUPERSTORE	AED Machines	\$ 10,870.16
2/8/2023	211021	AIR COMMUNICATIONS OF WI, INC	Repeat Monthly Rent	\$ 544.32
2/8/2023	211022	ALFVEBY, DENNIS	accompanist fee	\$ 113.00
2/8/2023	211023	ALLEN, ZACHARY	Driver Meals	\$ 161.00
2/8/2023	211026	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 3,695.29
2/8/2023	211027	ANDERSON, SHANNON	Author Visit	\$ 3,900.00
2/8/2023	211028	ANDERSEN, VICTORIA	CE Class Pymt	\$ 548.85
2/8/2023	211030	AUTO VALUE	Multiple Invoices	\$ 170.40
2/8/2023	211031	B & H PHOTO-VIDEO	LCD Projector	\$ 536.24
2/8/2023	211032	BAUER BUILT INC	BG Supplies	\$ 292.36
2/8/2023	211034	BLICK ART MATERIALS	Multiple Invoices	\$ 731.99
2/8/2023	211035	BOESPFLUG, PAUL	Driver Meals	\$ 212.00
2/8/2023	211038	C & L COMMUNICATIONS INC	Jan 1-31, 2023 Locates	\$ 1,040.75
2/8/2023	211039	CAMPBELL, GARY	Multiple Invoices	\$ 108.90
2/8/2023	211040	CAPSTONE PRESS INC	PebbleGo renewal	\$ 6,456.78
2/8/2023	211041	CAROLINA BIOLOGICAL SUPPLY	Multiple Invoices	\$ 248.29
2/8/2023	211045	CESA 11	invoice 2/1/2023	\$ 19,142.25
2/8/2023	211046	CESA 9	Multiple Invoices	\$ 17,710.00
2/8/2023	211048	CHRISTENSEN, CARLIE	Officiating Fees	\$ 160.00
2/8/2023	211049	CHRISTENSEN, CARTER	Officiating Fees	\$ 230.00
2/8/2023	211051	CORIANDER LIVING COLLECTIVE LLC	CE Class Pymt	\$ 259.35
2/8/2023	211053	DARROW, LEIGH	Officiating Fees	\$ 150.00
2/8/2023	211054	DARROW, RYAN	Officiating Fees	\$ 150.00
2/8/2023	211055	DICK'S MARKET	supplies	\$ 1,190.74
2/8/2023	211056	DIXEN, STARLA	CE Class Pymt	\$ 282.70
2/8/2023	211058	DOT & DAISY	College Fair supplies	\$ 216.00
2/8/2023	211060	DUPREE, JAY	Officiating Fees	\$ 160.00
2/8/2023	211061	DWD-UI	Jan Benefit Charges	\$ 1,575.60

Publication List - Checks over \$100 - March 2023 Meeting

2/8/2023	211062	EAU CLAIRE NORTH HIGH SCHOOL	Forensic Entry Fee	\$ 612.00
2/8/2023	211064	ELSMORE SWIM SHOP	supplies	\$ 762.25
2/8/2023	211065	EPSTEIN, GARY	Driver Meals	\$ 253.00
2/8/2023	211069	EXPRESS SERVICES INC	Sub Fulfillment	\$ 3,225.12
2/8/2023	211071	FAST COPY CENTER	Multiple Invoices	\$ 654.21
2/8/2023	211073	FOX DEN BOOKS	supplies	\$ 300.00
2/8/2023	211076	GOIHL, LISA	Reim Travel Expenses	\$ 448.58
2/8/2023	211077	GOPHER SPORT	Multiple Invoices	\$ 325.33
2/8/2023	211078	GRAINGER	Maint Supplies	\$ 337.54
2/8/2023	211079	GRAPHIC DESIGN INC.	CE winter catalog	\$ 6,450.59
2/8/2023	211080	HARRIS	Service Call (Gas Leak)	\$ 1,313.85
2/8/2023	211083	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 11,534.34
2/8/2023	211084	HOBART SERVICE	Multiple Invoices	\$ 1,804.27
2/8/2023	211085	HUB 70 DESIGN AND PRINT	Multiple Invoices	\$ 120.00
2/8/2023	211086	HUEBSCH	Multiple Invoices	\$ 1,496.52
2/8/2023	211087	IXL LEARNING	Foundations 2 Training	\$ 595.00
2/8/2023	211091	KANIA, TESSA	Cubbies	\$ 166.25
2/8/2023	211092	KLUMB, KRISTAN	Ski Club Reim	\$ 290.00
2/8/2023	211096	KWIK TRIP, INC.	Fuel	\$ 2,668.33
2/8/2023	211097	LAMINATION DEPOT	laminating film	\$ 284.94
2/8/2023	211100	MACKIN EDUCATIONAL RESOURCES	CSF supplies	\$ 367.68
2/8/2023	211101	MAGNA-TILES	Magna-Tiles order	\$ 889.88
2/8/2023	211102	MANSFIELD OIL COMPANY OF GAINSVILLE, IN	Fuel	\$ 29,383.49
2/8/2023	211104	MARK'S PLUMBING PARTS	Supplies	\$ 172.50
2/8/2023	211105	MARUSAK, MATT	Officiating Fees	\$ 250.00
2/8/2023	211106	MDROFFERS CONSULTING, LLC	Proj Assistance, et al	\$ 9,456.25
2/8/2023	211107	MENARDS	supplies	\$ 1,117.79
2/8/2023	211108	MIDWEST BUS PARTS INC	BF Supplies	\$ 260.40
2/8/2023	211110	MISSISSIPPI WELDERS SUPPLY	Multiple Invoices	\$ 1,476.40
2/8/2023	211111	MITINET INC	Mitinet renewal	\$ 1,375.00
2/8/2023	211112	MN CHILD SUPPORT PAYMENT CTR	Payroll accrual	\$ 258.60
2/8/2023	211116	NELSON, BRIAN	Driver Meals	\$ 221.00
2/8/2023	211117	NELSON, CRAIG	Driver Meals	\$ 106.00
2/8/2023	211118	NEO ELECTRICAL SOLUTIONS LLC	Multiple Invoices	\$ 2,284.03
2/8/2023	211119	NEUBERG, HANNA	Officiating Fees	\$ 140.00
2/8/2023	211122	PARAGON DEVELOPMENT SYSTEMS INC	Multiple Invoices	\$ 2,339.52
2/8/2023	211124	RICHARTZ, GRAYDON	Officiating Fees	\$ 160.00
2/8/2023	211125	RICHISON, JAMES II	Officiating Fees	\$ 160.00
2/8/2023	211126	RIVER CITY DISPOSAL, INC.	Jan Garbage/Recycling	\$ 2,848.34
2/8/2023	211127	RIVER CITY STITCH LLC	Shirts	\$ 507.00
2/8/2023	211128	RIVER FALLS ACE HARDWARE	Multiple Invoices	\$ 515.03
2/8/2023	211129	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 203.76
2/8/2023	211130	RIXMANN, JEFFREY	Driver Meals	\$ 142.00
2/8/2023	211131	ROBERT W. BAIRD & CO., INC.	Baird Budget Model	\$ 3,250.00
2/8/2023	211133	SCHOLASTIC INC.	MS Supplies	\$ 129.93
2/8/2023	211135	SECURITY CHECK ME INC	Multiple Invoices	\$ 532.00
2/8/2023	211138	SISKO, RYAN	Officiating Fees	\$ 250.00

10

Publication List - Checks over \$100 - March 2023 Meeting

2/8/2023	211139	STAPLES -(PAPER)	Multiple Invoices	\$ 1,860.14
2/8/2023	211140	ST CROIX GAS	Multiple Invoices	\$ 38,937.57
2/8/2023	211141	TERRAPIN-TOOLS FOR THINKING	Media Supplies	\$ 4,096.98
2/8/2023	211144	TOTAL EXCAVATING LLC	Snow Removal	\$ 48,125.50
2/8/2023	211145	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 110.00
2/8/2023	211146	WALKER, JACY	Multiple Invoices	\$ 375.00
2/8/2023	211147	WI SCTF	Payroll accrual	\$ 127.51
2/15/2023	211148	AHLBERG, BRAYDON	Officiating Fees	\$ 290.00
2/15/2023	211149	AHLBERG, TRAVIS	Officiating Fees	\$ 300.00
2/15/2023	211150	ALBRECHT, SEAN	Officiating Fees	\$ 160.00
2/15/2023	211155	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 4,654.88
2/15/2023	211157	ARCHKEY TECHNOLOGIES	Badge Reader	\$ 440.00
2/15/2023	211158	AT&T	715 425-1803 147 0	\$ 1,361.53
2/15/2023	211159	AT&T BUSINESS DIRECT	Multiple Invoices	\$ 1,653.82
2/15/2023	211161	BAILEY, LINDA	January Services	\$ 600.00
2/15/2023	211163	BESTER BROS TRANSFER & STORAGE CO, INC.	REN move	\$ 12,900.00
2/15/2023	211164	BOWMAN, TIMOTHY	officiating fees	\$ 280.00
2/15/2023	211168	BRUDZINSKI, CAITLIN	State Food \$ BSW	\$ 256.00
2/15/2023	211170	CAMPBELL, GARY	Officiating Fees	\$ 115.00
2/15/2023	211172	CESA 9	WVS Dec Enrollments	\$ 1,450.00
2/15/2023	211173	CHIPPEWA VALLEY SPORTING GOODS	supplies	\$ 1,442.00
2/15/2023	211179	EAU CLAIRE JAZZ INC	Jazz Festival	\$ 1,594.00
2/15/2023	211181	EHS FIRST ROBOTICS BOOSTER CLUB	Robotics Invite	\$ 294.00
2/15/2023	211182	EXPRESS SERVICES INC	Sub Fulfillment	\$ 3,008.91
2/15/2023	211183	FAST COPY CENTER	Envelopes	\$ 480.00
2/15/2023	211184	FOOD SERVICE-SDRF	Multiple Invoices	\$ 1,624.00
2/15/2023	211186	HARRIS	Multiple Invoices	\$ 2,760.50
2/15/2023	211187	HASKINS, MAXWELL	Officiating Fees	\$ 115.00
2/15/2023	211189	HOBART SERVICE	Multiple Invoices	\$ 1,204.57
2/15/2023	211190	HORIZON COMMERCIAL POOL SUPPLY-INC	Pool Chemicals	\$ 636.69
2/15/2023	211191	HUB 70 DESIGN AND PRINT	Notecards/Envelopes	\$ 309.50
2/15/2023	211192	HUDSON PHYSICIANS	Multiple Invoices	\$ 2,419.00
2/15/2023	211193	IMAGINE LEARNING LLC	Pilot Option	\$ 1,125.00
2/15/2023	211194	INDIANHEAD TRUCK EQUIPMENT	Tool Cat Shield/Cover	\$ 190.56
2/15/2023	211195	INDUSTRIAL SAFETY, INC.	K-Guard Extinguisher	\$ 255.00
2/15/2023	211197	JACKSON, DOMINICK	Officiating Fees	\$ 150.00
2/15/2023	211198	JANISCH, TYLER	Officiating Fees	\$ 220.00
2/15/2023	211199	JOHNSON QUALITY PLUMBING LLC	service work	\$ 1,628.00
2/15/2023	211200	JOYLABZ LLC	supplies	\$ 719.90
2/15/2023	211208	LEMKE, FRED	Officiating Fees	\$ 150.00
2/15/2023	211209	LOCKIE, LISA	Reim Supplies	\$ 112.87
2/15/2023	211211	MAAS, DAVID	Officiating Fees	\$ 250.00
2/15/2023	211212	MACKIN EDUCATIONAL RESOURCES	Multiple Invoices	\$ 1,298.50
2/15/2023	211215	MARCO TECHNOLOGIES LLC	Multiple Invoices	\$ 4,037.49
2/15/2023	211216	MARCO TECHNOLOGIES, LLC.	Multiple Invoices	\$ 1,165.51
2/15/2023	211217	MARK'S PLUMBING PARTS	Multiple Invoices	\$ 441.07
2/15/2023	211218	MASA	yrly subscription	\$ 816.00

Publication List - Checks over \$100 - March 2023 Meeting

2/15/2023	211219	MASTERCARD CORPORATE CLIENTS	Multiple Invoices	\$ 29,481.46
2/15/2023	211221	MC GRAW-HILL COMPANIES	Everyday Math	\$ 43,419.38
2/15/2023	211223	MCVANE, BENJAMIN	Multiple Invoices	\$ 305.00
2/15/2023	211224	MIDWEST BUS PARTS INC	Blower Assembly	\$ 380.00
2/15/2023	211228	MUELLER, TYLER	Officiating Fees	\$ 160.00
2/15/2023	211231	NEUBERG, HANNA	Officiating Fees	\$ 230.00
2/15/2023	211232	NORTH CENTRAL INTERNATIONAL, LLC	Multiple Invoices	\$ 628.56
2/15/2023	211236	OTTO, BRIAN	Officiating Fees	\$ 160.00
2/15/2023	211237	PALS, GARRETT	Multiple Invoices	\$ 305.00
2/15/2023	211239	PARAGON DEVELOPMENT SYSTEMS INC	Multiple Invoices	\$ 2,097.44
2/15/2023	211241	PESAVENTO, MICHAEL	homeless transport	\$ 256.76
2/15/2023	211245	RIVER CITY STITCH LLC	character ed shirts	\$ 221.00
2/15/2023	211247	RIVER FALLS MUNICIPAL	Multiple Invoices	\$ 57,969.27
2/15/2023	211248	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 649.60
2/15/2023	211252	SCENARIO LEARNING LLC	SDS Renewal	\$ 1,095.48
2/15/2023	211255	SHAW, JAMES	officiating fees	\$ 110.00
2/15/2023	211256	SHELDON THEATRE	1st gr tickets FT	\$ 441.00
2/15/2023	211257	SISKO, RYAN	officiating fees	\$ 140.00
2/15/2023	211258	ST. CROIX VALLEY RESTORATIVE SERVICES	St Therapy Sessions	\$ 5,012.50
2/15/2023	211259	STATE BAR OF WISCONSIN	Mock Trial	\$ 125.00
2/15/2023	211260	STAPLES -(PAPER)	Multiple Invoices	\$ 1,929.40
2/15/2023	211261	STEEL TOWNE R.F.	Multiple Invoices	\$ 513.11
2/15/2023	211262	STEP SAVER, INC.	Multiple Invoices	\$ 835.40
2/15/2023	211263	THE JOURNAL	Multiple Invoices	\$ 245.80
2/15/2023	211265	TRI STATE BOBCAT, INC.	Multiple Invoices	\$ 340.39
2/15/2023	211266	TROUT, WENDY	Reim supplies	\$ 102.00
2/15/2023	211267	UNITED RENTALS (NORTH AMERICA), INC	Multiple Invoices	\$ 1,456.00
2/15/2023	211268	VERIZON WIRELESS	1/2/2023-2/1/2023	\$ 2,864.80
2/15/2023	211269	WAHLQUIST, JACLYN	Reim Reg WR expenses	\$ 1,119.93
2/15/2023	211270	WASDA	Conf Reg Fee	\$ 175.00
2/15/2023	211271	WATSON, MARGARET	Reim supplies	\$ 157.10
2/15/2023	211272	WELLS, NATHAN	Reim Travel Expenses	\$ 515.18
2/15/2023	211275	WSMA	State Honors Auditions	\$ 125.00
2/21/2023	211276	ACP DIRECT	supplies	\$ 695.50
2/21/2023	211279	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 3,709.80
2/21/2023	211280	APPLIED DESIGNS & SIGNS INC	Track Record Board	\$ 968.10
2/21/2023	211283	B & H PHOTO-VIDEO	Projector	\$ 599.99
2/21/2023	211284	BEST WESTERN WATERFRONT HOTEL	Conf Hotel	\$ 102.99
2/21/2023	211285	BLACK, KEVIN	State Food; WR	\$ 512.00
2/21/2023	211287	BOND TRUST SERVICES CORP.	Multiple Invoices	\$ 800.00
2/21/2023	211288	BRATHOL, DYLAN	Officiating Fees	\$ 110.00
2/21/2023	211289	BRIH DESIGN	GH January	\$ 2,135.00
2/21/2023	211290	ST CROIX LANES	RB Field Trip	\$ 114.00
2/21/2023	211291	CAMPBELL, GARY	Officiating Fees	\$ 170.00
2/21/2023	211292	CHAFFEE, ANDREA	Reim supplies	\$ 152.05
2/21/2023	211293	CHARTWELLS	Jan 2023 Invoice	\$ 179,056.35
2/21/2023	211294	CHILD CENTER	RF4C Teacher Payouts	\$ 288.00

12

Publication List - Checks over \$100 - March 2023 Meeting

2/21/2023	211295	CHILD CENTER	RF4C Site Payout	\$ 9,036.00
2/21/2023	211296	CHIPPEWA VALLEY SPORTING GOODS	PE Supplies	\$ 1,044.00
2/21/2023	211297	CINTAS	Multiple Invoices	\$ 559.27
2/21/2023	211298	COMPUTER INTEGRATION TECHNOLOGIES IN	Agrmt Mgd Backup	\$ 832.00
2/21/2023	211299	CONFIDENTIAL RECORDS, INC.	Multiple Invoices	\$ 199.80
2/21/2023	211300	DESIGNS BY JILL	shirts & vests	\$ 1,874.00
2/21/2023	211302	EXPRESS SERVICES INC	Sub fulfillment	\$ 3,241.00
2/21/2023	211304	FAST COPY CENTER	Multiple Invoices	\$ 334.12
2/21/2023	211305	FOLLETT SCHOOL SOLUTIONS	License Renewal	\$ 12,207.25
2/21/2023	211306	FOREST SAFETY INSTRUCTION LLC	CE Class Pymt	\$ 1,200.00
2/21/2023	211308	GLASS EXPRESS INC	Multiple Invoices	\$ 389.20
2/21/2023	211309	GRAINGER	Multiple Invoices	\$ 387.46
2/21/2023	211311	GROTHOLSON, JARED	Reim License	\$ 125.00
2/21/2023	211313	HASKINS, MAXWELL	officiating fees	\$ 115.00
2/21/2023	211314	HERUM, NATASHA	Reim supplies	\$ 109.29
2/21/2023	211316	HOBART SERVICE	dishwasher svc call	\$ 421.00
2/21/2023	211317	HUB 70 DESIGN AND PRINT	Multiple Invoices	\$ 1,197.10
2/21/2023	211319	JACOB'S LADDER	RF4C teacher payout	\$ 816.00
2/21/2023	211320	JACOB'S LADDER	RF4C Site Payout	\$ 25,602.00
2/21/2023	211321	J W PEPPER & SON INC	Multiple Invoices	\$ 130.00
2/21/2023	211323	KAISER, ANGELA	RF4C Teacher Inservice	\$ 120.00
2/21/2023	211327	LAMINATION DEPOT	Lamination	\$ 197.88
2/21/2023	211329	LARSON'S APPLIANCE CENTER	Ren Stoves	\$ 3,378.00
2/21/2023	211330	LARSON, WENDY	lunch account refund	\$ 159.50
2/21/2023	211331	LINEHAN, MARY	Wellness Grant	\$ 500.00
2/21/2023	211332	LITTLE ADVENTURES 1	RF4C Teacher Payouts	\$ 304.00
2/21/2023	211333	LITTLE ADVENTURES 1	RF4C Site Payout	\$ 9,538.00
2/21/2023	211334	LITTLE ADVENTURES 2	RF4C Teacher Payouts	\$ 560.00
2/21/2023	211335	LITTLE ADVENTURES 2	RF4C Site Payout	\$ 17,570.00
2/21/2023	211338	LUEDTKE, KRISTOPHER	Multiple Invoices	\$ 613.08
2/21/2023	211339	MACKIN EDUCATIONAL RESOURCES	Online Subscription	\$ 1,160.00
2/21/2023	211340	MARCO TECHNOLOGIES, LLC.	Multiple Invoices	\$ 1,912.39
2/21/2023	211342	MENARDS	Multiple Invoices	\$ 553.73
2/21/2023	211343	MERKEL, HANNA	Officiating Fees	\$ 150.00
2/21/2023	211344	MIDWEST BUS PARTS INC	Multiple Invoices	\$ 223.66
2/21/2023	211345	MN CHILD SUPPORT PAYMENT CTR	Payroll accrual	\$ 258.60
2/21/2023	211346	NELSON, ANN	Reim supplies	\$ 107.50
2/21/2023	211348	PARAGON DEVELOPMENT SYSTEMS INC	ThinkPad for Fin. Dir.	\$ 929.00
2/21/2023	211349	PAXTON/PATTERSON	Supplies	\$ 190.50
2/21/2023	211351	PESAVENTO, MICHAEL	Homess Transport	\$ 140.00
2/21/2023	211353	ROGERS, NANCY	Reim mileage	\$ 136.37
2/21/2023	211355	SAUMER, ANNAH	Reim Supplies	\$ 267.07
2/21/2023	211357	SCHOOL SPECIALTY	Art Supplies	\$ 119.59
2/21/2023	211358	SHAW, JAMES	officiating fees	\$ 120.00
2/21/2023	211361	SISKO, RYAN	officiating fees	\$ 120.00
2/21/2023	211362	SKYWARD ACCOUNTING DEPARTMENT	E-Sign Request	\$ 250.00
2/21/2023	211364	STAPLES -(PAPER)	Multiple Invoices	\$ 204.86

3

Publication List - Checks over \$100 - March 2023 Meeting

2/21/2023	211365	STEEL TOWNE R.F.	Tech Ed Supplies	\$ 323.30
2/21/2023	211366	STEP SAVER, INC.	Multiple Invoices	\$ 256.70
2/21/2023	211368	SUPERIOR AUTOMOTIVE	Auto Lift Inspections	\$ 345.00
2/21/2023	211371	THE CENTER FOR CULTURALLY RESPONSIVE T	Multiple Invoices	\$ 14,500.00
2/21/2023	211373	TRI STATE BOBCAT, INC.	Multiple Invoices	\$ 2,156.63
2/21/2023	211374	THE UNIVERSITY PRESCHOOL	RF4C Teacher Payout	\$ 320.00
2/21/2023	211375	THE UNIVERSITY PRESCHOOL	RF4C Site Payout	\$ 10,040.00
2/21/2023	211377	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 110.00
2/21/2023	211378	VIKING ELECTRIC SUPPLY	Multiple Invoices	\$ 109.39
2/21/2023	211379	WAHUS, SONJA	Wellness Grant-	\$ 500.00
2/21/2023	211380	WASBO	Multiple Invoices	\$ 1,185.00
2/21/2023	211381	WATSON, MARGARET	Reim supplies	\$ 223.53
2/21/2023	211382	WILS	Multiple Invoices	\$ 5,286.40
2/21/2023	211383	WI SCTF	Payroll accrual	\$ 127.51
2/21/2023	211385	WL HALL CO INTERIOR SERVICE	Service Call-Door	\$ 956.25

RIVER FALLS BOARD OF EDUCATION MEETING

Monday, March 20, 2023

Personnel Agenda:

1. Recommended approval of the employment of Lance Westberg as 1.0 FTE Math Teacher at River Falls High School effective February 27, 2023 (replaces Jacob Langer). Mr. Westberg earned his bachelor's degree from the University of Northwestern and his master's degree from Concordia University-Irvine. He has four years of experience (River Falls) and his salary will be based on level B1M of the salary ladder.
2. Recommended approval of the employment of Theresa Riewestahl as 1.0 FTE long term substitute Children's House Teacher at River Falls Public Montessori Elementary School, effective approximately April 29, 2023 through June 8, 2023 (for Amy Mitchell).
3. Recommended approval of the hiring of the following short-term, on call Substitute Teachers:
 - a. Steven Lagoon
 - b. Robyn Pfeifer
 - c. Mary Putzier
 - d. Kyla Kainz
 - e. Siobhan Cherry
4. Recommended acceptance of the resignation of Haley Dunn as full-time First Grade Teacher at Greenwood Elementary School effective the end of the 2022-23 year.
5. Recommended acceptance of the resignation of Amy Maes as full-time Kindergarten Teacher at Greenwood Elementary School effective the end of the 2022-23 year.
6. Recommended acceptance of the resignation of Karl Erickson as full-time Physical Education Teacher at Rocky Branch Elementary School effective the end of the 2022-23 year. Mr. Erickson will retire after 36 years of service with the district.
7. Recommended acceptance of the resignation of Caroline Davenport-Henk as full-time Kindergarten/First Grade Teacher at Rocky Branch Elementary School effective the end of the 2022-23 year. Ms. Davenport-Henk will retire after 32 years of service with the district.
8. Recommended acceptance of the resignation of Doug Steinbronn as full-time Math Teacher at Meyer Middle School effective the end of the 2022-23 year. Mr. Steinbronn will retire after 31 years of service with the district.
9. Recommended acceptance of the resignation of Jenny Jerry as full-time Alternative Education Teacher at Renaissance Charter Academy effective the end of the 2022-23 year. Ms. Jerry will retire after 15 years of service with the district.
10. Recommended acceptance of the resignation of CeCe Gillis as full-time Special Education Teacher at River Falls High School effective the end of the 2022-23 year. Ms. Gillis will retire after 33 years of service with the district.

School District of River Falls
Personnel Committee Meeting Report

Monday, February 27, 2023 - 6:00 PM
District Office
852 E Division Street
River Falls, Wisconsin 54022

The Board of Education’s Personnel Committee meeting was held on Monday, February 27, 2023 at District Office, 852 E Division Street, River Falls, Wisconsin 54022. Chair Johnson Myers called the meeting to order at 6:40 PM. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the *Star-Observer*, *Pierce County Journal*, WEVR Radio Station, and the *Eau Claire Leader-Telegram*.

PRESENT

Committee Members Stacy Johnson Myers (Chair), Bob Casey, and Cindy Holbrook were present. Board members Lindsey Curtis, Mike Miller, Todd Schultz, and Alan Tuchtenhagen were present. Superintendent Jamie Benson, Director of Finance and Facilities Lynette Edwards, and Director of Human Resources and Leadership Development David Bell were also present.

1. CALL TO ORDER - 6:00 PM

2. MANNER OF PUBLIC NOTIFICATION OF MEETING-NONE

3. HEARING OF VISITORS OR DELEGATIONS

4. RECOMMEND 2023-24 SCHOOL CALENDAR AND IMPORTANT DATES, AND 2023-24 DAILY SCHEDULE

The calendar committee and administrative team summarized the 2023-24 School Calendar, including the District Important Dates and the 2023-24 Daily Schedule. Calendar and schedule adjustments are being recommended in an effort to reduce the need to make mid-year adjustments to the calendar/schedule and to increase common, collaborative planning time at RFHS.

Action: None, the Board of Education will consider these recommendations at the March 21, 2023 Board Meeting.

5. INSURANCE STUDY COMMITTEE UPDATE

The administrative team reported that preliminary renewal negotiations have started. However, a recommendation is not available at this time.

Action: None, informational only.

6. STAFFING UPDATE

The administrative team will share a 2023-24 staffing update. The update included a summary of certified staffing changes and a discussion related to the challenges of attracting and retaining paraprofessionals.

Action: None, informational only.

7. ACADEMIC SERVICES SECRETARY JOB DESCRIPTION

The administrative team shared revisions to the Academic Services Secretary Job Description.

Action: None, informational only.

8. NOTICE OF COMMENCEMENT OF CONTRACT NEGOTIATIONS

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

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

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

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

No specific items were identified.

10. SCHEDULE NEXT BOARD/COMMITTEE MEETINGS

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

Recommended Action: Set the meeting schedule as follows:

Personnel Committee meeting, Monday, April 10, 2023, 7:00 p.m.

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

11. EXECUTIVE SESSION PURSUANT TO WISCONSIN STATUTE SECTION 19.85(1)(C)(E)(ROLL CALL VOTE REQUIRED) FOR THE PURPOSE OF PRELIMINARY NONRENEWAL OF CERTIFIED STAFF AND TO DISCUSS CONTRACT NEGOTIATIONS WITH EMPLOYEE GROUPS.

Action: Motion by Casey, second by Holbrook to move to executive session. Johnson Myers-Yes, Holbrook-Yes, Casey-Yes.

12. CONVENE TO EXECUTIVE SESSION

Stacy Johnson Myers, Personnel Committee Chair

PERSONNEL COMMITTEE EXECUTIVE SESSION REPORT

Monday, February 27, 2023

District Administrative Office Conference Room

7:40 PM

The Personnel Committee convened to executive session at 7:40 PM pursuant to Wisconsin § 19.85(1)(c)(e). For the purpose of preliminary nonrenewal of certified staff and to discuss contract negotiations with employee groups. Roll call vote: Johnson Myers-Yes, Holbrook-Yes, Casey-Yes.

PRESENT

- Committee Members Cindy Holbrook, Stacy Johnson Myers, and Bob Casey.
- Board members Mike Miller, Lindsey Curtis, Todd Schultz, and Alan Tuchtenhagen
- Superintendent Jamie Benson
- Director of Human Resources and Leadership Development David Bell
- Director of Finance and Facilities Management Lynette Edwards

1. PRELIMINARY NONRENEWAL FOR CERTIFIED STAFF LAYOFF

Background: Certified staff layoff needs to be done through the nonrenewal process and timelines.

Action: Motion be Holbrook, second by Casey to issue preliminary notices of non-renewal to certified staff as recommended by the Administrative team.

2. SET NEGOTIATIONS TEAM MEETINGS

Background: The negotiations team discussed the timeline and goals for upcoming negotiations meetings.

Action: Information only. No action required.

3. DISCUSS ADMINISTRATOR COMPENSATION PLAN

Background: A draft form of an administrator compensation plan was discussed. The plan included a salary range for each administrative position, placement guidelines, and growth criteria.

Action: Information only. No action required.

4. ADJOURNED AT 8:22 PM

School District of River Falls
Job Description
ACADEMIC SERVICES SECRETARY

MINIMUM QUALIFICATIONS:

1. Be proficient in the use of technology.
2. Have strong organizational, interpersonal, and communication skills.
3. Demonstrate the ability to work independently, take initiative, and solve problems.
4. Hold a High school diploma, but a 2-year associate degree and/or post-secondary credits preferred.
5. Have experience working in an educational setting.

POSITION SUMMARY:

Provide administrative support to the Director of Academic Services, academic services staff, and other administrators as requested.

REPORTS TO:

Director of Academic Services

PERFORMANCE RESPONSIBILITIES:

GENERAL SECRETARIAL DUTIES

1. Provide organizational assistance and administrative support to the Director of Academic Services.
2. Maintain a professional office environment.
3. Communicate confidential information in an appropriate manner.
4. Prepare, proofread and/or edit materials as directed.
5. Use various software applications to prepare, format, and share data/reports to teachers and administrators.
6. Make arrangements for conferences and meetings for the Director of Academic Services and related staff.
7. Suggest means for improving office systems and procedures.
8. Provide backup telephone and reception support for the Central Office Secretary.
9. Provide backup support for other central office personnel as needed.
10. Perform all other duties as assigned by the Director of Academic Services.

ACADEMIC SERVICES RESPONSIBILITIES

1. Assist in the development of new teacher in-service, districtwide in-service, and staff development workshops.
Tasks include, but are not limited to:
 - a. Organize materials and resources.
 - b. Arrange for facilities, accommodations, and rentals as needed.
 - c. Communicate schedules to administrators, teachers, support staff, and other stakeholders.
2. Update and maintain curriculum information on the Academic Services website.
3. Solicit sample materials from vendors in support of the curriculum review cycle.
4. Act as budget officer for the Academic Services Department. Tasks include, but are not limited to:
 - a. Manage the budget, claims, and reporting for the following grant programs.
 - i. Title I: Improving the Academic Achievement of the Disadvantaged
 - ii. Title II: Preparing, Training, and Recruiting Licensed Teachers, Principals, and Other School Leaders
 - iii. Title III: Language Instruction for English Learners and Immigrant Students
 - iv. Title IV: 21st Century Schools
 - v. Every Student Succeeds Act (ESSA)
 - vi. Carl Perkins (in conjunction with CESA 11)
 - b. Monitor the curriculum budget and communicate balance of accounts to the Director.
 - c. Coordinate payment for services provided by Cooperative Educational Service Agency 11 (CESA 11).
 - d. Process purchase orders for English Language Learning, Gifted-Talented, and River Falls eSchool.
 - e. Distribute and track the Extended Year Contracts (EYC) in collaboration with Human Resources.
5. Assist the Director in the completion of District Assessment Coordinator duties.
6. Complete and submit the WISEstaff Fall Staff Report Data Collection to the Department of Instruction (DPI).
7. Support the Director in the organization of summer school programming and staffing.
8. Maintain EL, GT, and eSchool records as directed by the Director.

School District of River Falls
Job Description
ACADEMIC SERVICES SECRETARY

INFORMATION TECHNOLOGY RESPONSIBILITIES

1. Provide organizational assistance and administrative support to the IT Supervisor.
2. Act as budget officer for the IT Department. Tasks include, but are not limited to:
 - a. Process purchase orders.
 - b. Monitor the technology budget and communicate balance of accounts to the IT Supervisor.
3. Assign teachers, students, and administrators to online learning resources such as textbooks and academic interventions.
4. Complete Technology inventory as directed by the IT Supervisor.

Revised 2/27/23

School District of River Falls
Educational Program Committee Meeting Report

Monday, January 9, 2023 - 6:00 PM
District Office, 852 E Division Street
River Falls, Wisconsin 54022

The Board of Education's Educational Program Committee meeting was held on Monday, January 9, 2023 at District Office, 852 E Division Street, River Falls, Wisconsin 54022. Chair Tuchtenhagen called the meeting to order at 6:00pm. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the *Star-Observer*, *Pierce County Journal*, WEVR Radio Station, and the *Eau Claire Leader-Telegram*.

PRESENT

Committee Members Alan Tuchtenhagen (Chair), Lindsey Curtis, and Cindy Holbrook were present. Board members Bob Casey, Mike Miller, Todd Schultz, and Stacy Johnson Myers were present. Director of Human Resources and Leadership Development David Bell, Co-Interim Directors of Academic Services Amy Wise, MaryBeth Elliott, Activities Director, David Crail, Student Services Director, Mark Inouye, Rocky Branch Principal, Ashley Bingenheimer, RF4C Program Director Nate Wells, RF4C Coordinator, Becky McAleavey, were also present.

HEARING OF VISITORS OR DELEGATIONS

1. High School Sports Update

Activities Director, David Crail, asked the board to approve Prescott joining the Girls Hockey Co-op. In addition, he updated the board on the state and district status of Girls Wrestling and the WIAA sanctioning of boys and girls Lacrosse as a Spring sport.

Tuchtenhagen moved, Curtis seconded by to approve the addition of Prescott to the Girls Hockey Co-op. Motion carried (3-0).

2. 4K Programming Update

Student Services Director, Mark Inouye, updated the board on the need to add an additional district 4K site at Rocky Branch. Discussion of student selection, transportation and communication with community sites. Nate Wells and Becky McAleavey gave a detailed overview of community RF4C fee structures. Key elements parents do not pay for 4k and parents choose RF4C site.

No action, informational only.

3. Approve the CESA 11 Shared Services agreement for the 2023-24 school year

Co-Interim Director of Academic Services, Amy Wise, presented the 2023-24 CESA 11 Shared Services contract for approval. A cost comparison from previous years was shared with committee members. Discussion included dropping two services, Innovative Teaching & Learning Consortium and Title II Systems of Support, and adding services to support administration of Title I grants.

Curtis moved, Holbrook seconded by to approve the 2023-24 CESA 11 Shared Services contract. Motion carried (3-0).

4. Review Curriculum Review Cycle

Co-interim Director of Academic Services, MaryBeth Elliott, provided a snapshot of the Curriculum Review Cycle. More information will be shared at the May Educational Programming Committee meeting.

No action, informational only.

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

Board members suggested an elementary Standard Based Grading update.

6. Schedule next Board/Committee meetings

Set the meeting schedule as follows:

Educational Program Committee meeting: Monday, May 1, 2023, 6:00 p.m.

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

Chair Tuchtenhagen declared the meeting adjourned at 7:13 p.m.

Alan Tuchtenhagen, Educational Program Committee Chair

Wisconsin Interscholastic Athletic Association

Email Completed Application to: Sheila Schulfer sschulfer@wiaawi.org

APPLICATION - NEW 2023-24 COOPERATIVE TEAM SPONSORSHIP

NOT FOR FOOTBALL – SEE SEPARATE APPLICATION

Section 11 of Article VI - The Board of Control has authority to approve cooperative team sponsorship (one team in a given sport involving two or more member schools) under the following conditions:

1. The schools involved must be in the same geographical area.
2. The agreement for a cooperative team must specify two school years, but that agreement may be terminated by the Board of Control for documented extenuating circumstances.
3. Applications for initial or renewal approval of a cooperative team, must include a completed and signed cooperative team request form, reflecting:
 - a. Approval of involved schools.
 - b. Approval of involved board(s) of education or governing bodies.
 - c. Approval of conference in which the cooperative team will participate.
 - d. The program will adhere to a 'no-cut' policy.Note: Board of Control and conference approval is not required for non-varsity cooperative teams.
4. Total enrollment of schools involved in a cooperative team will determine classification of competition in WIAA tournament series.
5. To "Opt Up" a division for WIAA tournament series, schools must submit an [Application for A Higher Divisional Placement in the WIAA Tournament Series](#).
6. Requests for approval and to add a cooperative team into WIAA tournament competition must be received in the WIAA office by the following deadline dates to be included in the subsequent year's tournament program:

Fall Sports – February 1, 2023

Winter Sports – April 1, 2023

Spring Sports – June 1, 2023

1. We are applying for a new cooperative agreement for the school years of 2023-2024 & 2024-2025

SPORT: Hockey (Gymnastics Co-op Application is due annually)

BOYS/GIRLS: Girls (one sport per application)

2. Contact School (WIAA contact, where materials are sent, etc.)

River Falls High School

LIST ALL SCHOOLS INVOLVED IN CO-OP

<u>River Falls</u>	_____	_____
<u>Baldwin - Woodville</u>	_____	_____
<u>St. Croix Central</u>	_____	_____
<u>Prescott</u>	_____	_____

3. By our signatures we agree we have, as a school administration and school board, reviewed and discussed the items indicated on this form. We further confirm that our school district will provide the same level of institutional oversight to this program as to other sports sponsored by our district. In addition, we acknowledge that any monetary funds provided to us by outside sources will be handled according to district policies. Parent support groups, etc., shall not be involved in paying program expenses directly.

List Schools in Co-op

River Falls

Baldwin - Woodville

St. Croix Central

Prescott

Signature of Board of Education
or Governing Body President

Signature of District Administrator

Name of Conference Big Rivers Signature of Authorized Person _____ Conference Position _____
 Indicating Conference Approval

Note: If at any time your co-op is discontinued or not renewed, both (all) schools must re-apply for tournament eligibility for the following season by the appropriate deadline ([click here](#)).

4. Our request for cooperative sponsorship is based on the following reasons:
The Fusion co-op has existed for the last 19 years as a way for female student athletes to continue to play hockey in high school. The co-op model provides an avenue in which our communities can combine numbers in order to create full JV/Varsity rosters.

5. The number of students participating at each school involved in this sport has been and is projected as follows:

SCHOOLS IN CO-OP	2-YEARS AGO 2020-21	LAST YEAR 2021-22	THIS YEAR 2022-23	NEXT YEAR 2023-24
<u>River Falls</u>	<u>8</u>	<u>11</u>	<u>13</u>	<u>14</u>
<u>Baldwin Woodville</u>	<u>13</u>	<u>11</u>	<u>8</u>	<u>9</u>
<u>St. Croix Central</u>	<u>3</u>	<u>9</u>	<u>12</u>	<u>11</u>
<u>Ellsworth (No longer on co-op)</u>	<u>1</u>	<u>—</u>	<u>—</u>	<u>—</u>
<u>Prescott</u>				<u>1</u>

6. We have reviewed and considered the following items: (indicate yes or no)
 SCHOOLS (list all) River Falls, Baldwin-Woodville, St. Croix Central, Prescott

- yes Development of lead-up programs
- yes Attempt to create interest in our own program
- yes Attempt to solve existing problems in our own program
- yes We have agreed to application of academic code in the co-op
- yes We have agreed to application of athletic code in the co-op
- yes Realization that incoming athletes may displace some of our school's youngsters from starting positions
- yes Liability insurance coverage
- yes Coaching salaries
- yes Contest expenses
- yes Uniform expenses
- yes Transportation expenses
- yes Emergency medical treatment

7. The school districts involved in this cooperative program are sharing costs as follows: Costs will be divided on a percentage basis based on the number of participants at each member school.

Date submitted to WIAA _____

You may check the Board of Control action status March 10, 2023, April 29, 2023, July 1, 2023 (Login to website, schools, manage your school, school name, teams, season (2023-2024), click co-op app)

OFFICIAL ACTION OF WIAA BOARD OF CONTROL

The above request for cooperative team sponsorship is hereby granted, and must continue, for the school years indicated above. Application must be made again in the event any or all schools are interested in continuing agreement beyond the school year(s) indicated.



RIVER FALLS

Shared Service Contract 2023-2024

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

SIGN, DATE AND RETURN TO CESA #11 BY APRIL 21, 2023

REQUIRED SERVICES

Program Area	Code	Estimated Cost	Renew
CESA Administration	100	\$16,342	X
Cooperative Bidding/Purchasing	730	\$1,290	X
Delivery Service	747	\$2,125	X

INSTRUCTIONAL SUPPORT & PROFESSIONAL DEVELOPMENT (ISPD)

Program	Code	Estimated Cost	Purchase	Renew	Drop
American Rescue Plan-Homeless Children & Youth (ARP-HCY) Plan II Consortium	570	Consortium Grant: Paid with Federal Funds			
Career & Technical Education (CTE) Library	551	\$975	☐		
CARES/CRRSA Support Services (2022-23, 2023-24)	325	\$4,400 (\$2,200 each contract year)		X	
Comprehensive Consulting & Networking Services (CCNS)	756	\$6,625		X	☐
Curriculum Coordinator	776	_____ # of Days (10 day minimum)	☐		
District Level Consulting Services: 1-9 Days	757	\$1,085/Day _____ # of Days	☐		
District Level Consulting Services: 10-19 Days	753	\$1,060/Day _____ # of Days	☐		
District Level Consulting Services: 20+ Days	739	\$1,025/Day _____ # of Days	☐		
Early Learning Consortium	539	\$1,575	☐		
EL (English Learners) Coordinator Services <i>(NEW)</i>	786	\$1,060/Day _____ # of Days (10 day minimum)	☐		
Grant Development Services	870	\$1,085/Day _____ # of Days	☐		
Healthy, Safe, Respectful Schools	650	\$2,570		X	☐
Innovative Teaching & Learning Consortium (ITLC)	740	\$1,575		☐	X
Literacy Support Services	329	\$2,725	☐		
Promoting Equity for Every Student	652	\$975		X	☐
Reading Specialist	324	\$1,025/day _____ # of Days (20 day minimum)	☐		
Science, Math & Technology Resource Center (SciMaTech)	679	\$2,600/\$3,600/\$4,800/ \$5,600 <i>New Fee Structure - see catalog for details</i>		X	☐
Special Education Instructional Media Center (SEIMC)	698	\$3,500 / \$5,200 / \$6,700 <i>New Fee Structure - see catalog for details</i>	☐		
Title I: Administration and Program Services	705	4.95% of Annual Title I Allocation	X		
Title II A Consortium: Building Systems of Support for Excellent Teaching & Leading	702	4.95% of Title IIA Allocation		☐	X
Title III Consortium: English Learners (EL)	345	Consortium Grant: Paid with Federal Funds		X	☐ 25

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

SPECIAL EDUCATION SERVICES

Program Area	Code	Estimated Cost	Purchase	Renew	Drop
Audiology Services/AT (Auditory Trainers)	355	Calculated on Individual District Basis		X	☐
Hearing Impaired Program Teacher - CESA Staff	130	Calculated on Individual District Basis	☐		
Occupational Therapy - CESA Staff	151	Calculated on Individual District Basis	☐		
Physical Therapy - CESA Staff	152	Calculated on Individual District Basis	☐		
School Based Services (SBS)	240	\$74 per Medicaid eligible student	☐		
School Psychologist	167	Calculated on Individual District Basis	☐		
Special Education Administration (Director)	106	Calculated on Individual District Basis	☐		
Special Education Consultation	301	\$1,085/Day _____ # of Days	☐		
Speech Therapist	181	Calculated on Individual District Basis	☐		
Supporting Students with Disabilities Network	712	\$2,650		X	☐
Vision Impaired / Orientation & Mobility Program	135	Calculated on Individual District Basis		X	☐

TECHNOLOGY SERVICES

Program Area	Code	Estimated Cost	Purchase	Renew	Drop
CESA 11 Distance Education Network (Formerly Northern Lights Distance Learning Administration)	668	\$8,450	☐		
CESA 11 Interactive Special Events Service (Formerly Northern Lights Managed Service)	664	\$4,375 / \$5,375	☐		
E-Rate Services	751	5% of Allocation / Minimum / Cap <i>See catalog for details</i>	☐		

BUSINESS SERVICES

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

OTHER SERVICES

Program Area	Code	Estimated Cost	Purchase	Renew	Drop
Environmental Health & Safety Services (Contact CESA #10 for questions/info)	743	Base fee plus .003477 cents/ square foot	☐		

Authorized Signature

Date



August 2023				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28♦	29♦	30♦	31♦	

September 2023				
M	T	W	Th	F
				1
4	5▲	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

October 2023				
M	T	W	Th	F
		4	5	6
9♦	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

November 2023				
M	T	W	Th	F
		1	2	3Q
6♦	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30T	

December 2023				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

January 2024				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15*	16	17	18	19Q
22♦*	23	24	25	26
29	30	31		

February 2024				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16*
19♦*	20	21	22	23
26	27	28	29	

March 2024				
M	T	W	Th	F
				1
4	5	6T	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

April 2024				
M	T	W	Th	F
1	2	3	4Q	5♦*
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

May 2024				
M	T	W	Th	F
		1	2	3
6	7	8	9	10♦*
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

June 2024				
M	T	W	Th	F
3	4	5	6▼	7*♦
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

▲	First Student Day
▼	Last Student Day
■	No school
*	Possible make-up days
♦	In-service Days
■	High School Late Starts 27 days total 7:15-8:10am

JUNE 2023	
7	Renaissance Open House (5:30-7:30 pm)
AUGUST	
29	HS Parent Night Open House (5-8 pm)
30	MMS Back-to-School Open House (12:30-7:15 pm)
30	Elementary Back-to-School Open House (3-6 pm)
SEPTEMBER	
4	No School (Labor Day)
5	First Student Day of School (all schools, including RF4C)
11	Renaissance Back-to-School Night (5:30-7:30 pm)
OCTOBER	
2	HS & Renaissance Parent/Teacher Conferences (4:30-7 pm)
9	No School for Grades K-8 (Teacher In-Service) Virtual Day for Grades 9-12
NOVEMBER	
2	MMS Parent-Teacher Conferences (3:15-8 pm)
3	End of Quarter One (Secondary Level)
6	No School (Teacher In-Service)
9	Elementary Parent-Teacher Conferences (4-7:30 pm)
10	MMS Veterans Day Program (1 pm)
14	Elementary Parent-Teacher Conferences (4-7:30 pm)
22-24	No School (Thanksgiving Break)
30	End of Trimester One (Elementary Level)
DECEMBER	
4	HS & Renaissance Parent/Teacher Conferences (4:30-7 pm)
25-29	No School (Winter Break)
JANUARY 2024	
1	No School (Winter Break)
15	No School (MLK Day)
19	End of Quarter Two (Secondary Level)
22	No School (Teacher In-Service)
29	HS Course Registration/College Fair Night (5-8 pm)
FEBRUARY	
15	Elementary Parent-Teacher Conferences (4-7:30 pm)
15	MMS Parent-Teacher Conferences (3:15-8 pm)
16	No School (Vacation)
19	No School for Grades K-8 (Teacher In-Service) Virtual Day for Grades 9-12
20	Elementary Parent-Teacher Conferences (4-7:30 pm)
22	HS & Renaissance Parent/Teacher Conferences (4:30-7 pm)
MARCH	
6	End of Trimester Two (Elementary Level)
12	HS ACT Day for Juniors (virtual day for Grades 9, 10, & 12)
18-22	No School (Spring Break)
APRIL	
4	End of Quarter Three (Secondary Level)
5	No School (Teacher In-Service)
MAY	
9	HS & Renaissance Parent/Teacher Conferences (4:30-7 pm)
10	No School (Teacher In-Service)
16	Renaissance Graduation Celebration (6-8 pm)
27	No School (Memorial Day)
27	
JUNE	
2	High School Graduation (1-3 pm)
6	Last Student Day of School

Daily Schedule-School Calendar Proposals

March 20, 2023



BACKGROUND AND RATIONALE

- Each year inclement weather and other factors require the district to adjust the school calendar and/or the daily schedule to meet DPI minimum requirements for hours of instruction. This is frustrating for families, students, teachers, and support staff.
- Mid-year adjustments are designed to meet state requirements, they are not consistent or optimal for learning.
- The current schedule allows for common, collaborative time on a weekly basis at the ELEM and MS levels. At the HS level, common collaborative time is less frequent. There is a desire to increase this time at the HS.



OBJECTIVES

- Create a daily schedule that embeds an excess of:
 - 3 days of instruction at RFHS, RCA, and MMS
 - 5 days of instruction at RF4C, GW, RFPME, RB, WS
- In the case of inclement weather, prepare for meaningful virtual instruction opportunities.
- Reduce the need to make mid-year adjustments to the school calendar/schedule.
- Increase common, collaborative planning time at RFHS.



2023-24 Proposed Calendar

River Falls High School

- **Daily Schedule**
 - Start: 7:35 AM, End: 2:55 PM (+5 minutes)
- **Late Start Schedule (27 dates)**
 - 3 Wednesdays per month
 - Start: 8:15 AM, End: 2:55 PM
 - **PLC Goals and Agenda**
- 10/9/23 and 2/19/24→ Planned Virtual Learning Days
 - 240 minutes of instructional time scheduled for these days.
 - 3+ buffer days
 - Better prepared and equipped for virtual learning after the buffer runs out



Renaissance Charter Academy

- Daily Schedule:
 - Monday-Thursday
 - Start: 8:30 AM, End: 3:35 PM (+5 minutes)
 - Friday
 - Start: 8:30 AM, End: 2:35 PM
- 10/9/23 and 2/19/24→ Planned Virtual Learning Days
 - 240 minutes of instructional time scheduled for these days
- If RFHS is at-home learning, then RCA is also at-home learning
- **Exempt from hours of instruction requirements



Meyer Middle School

- Daily Schedule:
 - Start: 7:45 AM, End: 2:55 PM (+5 minutes)
- Common, collaborative time is built into daily prep schedule.
- No planned virtual days scheduled at this time.
- 3+ buffer days



Westside, Rocky Branch, and Greenwood

- Convert Parent/Student Orientation Day (9/5/23) into a day of instruction.
- Daily Schedule:
 - Start: 8:40 AM, End: *3:50 PM (+5 minutes)
- Late Start Schedule (36 dates, every Thursday)
 - Start: 9:00 AM, End: 3:50 PM
- 5+ buffer days
 - If other schools have virtual learning, teachers will be expected to complete virtual in-service activities.

*Transfer bus students released at 3:40



RF Montessori

- Convert Parent/Student Orientation Day (9/5/23) into a day of instruction.
- Daily Schedule:
 - Start: 8:40 AM, End: **3:40 PM (+5 minutes)
- 32 excess hours of instructional time
 - 5+ buffer days
 - If other schools have virtual learning, teachers will be expected to complete virtual in-service activities.

**Shorter recess



RF4C

- Convert Orientation Day (9/5/23) into a day of instruction.
- Daily Schedule:
 - AM Start: 8:50, End: 11:30
 - PM Start: 12:30, End: 3:10-3:25**
- 30 excess hours of instructional time

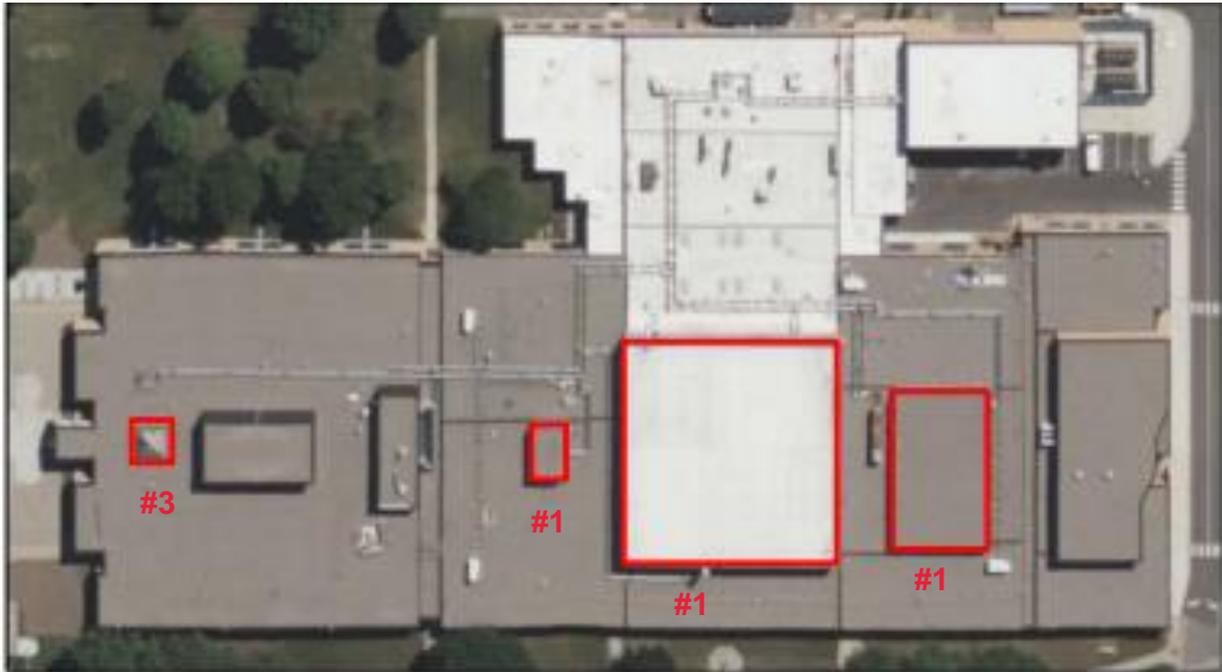
*Depends on the site



INCLEMENT WEATHER DAY	ELEM STUDENTS	MS STUDENTS	HS/RCA STUDENTS
DAY 1, 2, 3	NO MAKE UP REQUIRED	**NO MAKE UP REQUIRED	**NO MAKE UP REQUIRED
DAY 4	**NO MAKE UP REQUIRED	VIRTUAL LEARNING ON THE INCLEMENT WEATHER DAY.	VIRTUAL LEARNING ON THE INCLEMENT WEATHER DAY.
DAY 5	**NO MAKE UP REQUIRED	VIRTUAL LEARNING ON THE INCLEMENT WEATHER DAY.	VIRTUAL LEARNING ON THE INCLEMENT WEATHER DAY.
DAY 6+	WILL BE MADE UP BY CHANGING A PREVIOUSLY SCHEDULED IN-SERVICE/VACATION DAY INTO A DAY OF INSTRUCTION OR VIRTUAL LEARNING		
			**Subject to adjustments if school is closed for early release and/or late starts.



Meyer Middle School



Rocky Branch



SCHOOL DISTRICT OF RIVER FALLS

River Falls, Wisconsin 54022

453.4

ADMINISTERING MEDICATION TO STUDENTS

Medication should be administered to school children at home rather than at school whenever possible. **Some students may require administration of medications during the regular school day. This policy is designed to protect the health and safety of students and provide clear guidance to employees and volunteers related to the administration of medication.**

School personnel, authorized in writing by the building principal, may administer medication to students in **accordance with Policy 453.4-Rule 1 Procedures for Administering Medication To Students.** Before any prescription or nonprescription medication may be administered to a student by school personnel, school personnel must receive written consent from the student's parent/guardian. In addition, before any prescription medication may be administered to a student by school personnel, school personnel must receive written instructions from a practitioner.

All medication must be stored in a locked area, except as otherwise provided.

Exceptions include, but are not limited to:

- An asthmatic student may use and possess a metered dose inhaler or dry powder inhaler while in school, at a school-sponsored activity, or under the supervision of a school authority if all of the following are true:
 - the student uses the inhaler before exercise to prevent the onset of asthmatic symptoms or uses the inhaler to alleviate asthmatic symptoms;
 - the student has the written approval of the student's physician and, if the student is a minor, the written approval of the student's parent/guardian; and,
 - the student has provided the building principal **health office** with a copy of the required approval(s).
- A student with a known allergy may use and possess an epinephrine auto-injector while in school, at a school-sponsored activity or under the supervision of a school authority, if all of the following are true:
 - the student uses the epinephrine auto-injector to prevent the onset or alleviate the symptoms of an emergency situation;
 - the student has the written approval of the student's physician and, if the student is a minor, the written approval of the student's parent or guardian;
 - the student has provided the school principal **health office** with a copy of the approval(s).

All written consent forms and instructions shall be filed in the electronic student record and maintained in the health office of the district nurse. The School Nurse shall be responsible for

reviewing the written medication instructions periodically, maintaining complete and accurate records and, except as otherwise provided, storing all medication in a safe and secure place.

School personnel authorized to administer medication to students shall be provided appropriate instruction and shall not be required to administer any medication to a student by any means other than ingestion.

Administration of Medication in Cases of Emergency

Epinephrine Auto-Injector

Pursuant to the provisions of the Board-adopted and physician and School Board approved Students with Food Allergies Policy, the Board authorizes the school nurse and other employees of the District designated by the principal and delegated by the school nurse to administer, in accordance with a standing protocol from a physician, an epinephrine auto-injector to a student or other person who the school nurse or designated employee in good faith believes is experiencing anaphylaxis, regardless of whether the student or other person has a prescription for an epinephrine auto-injector. If the student or other person does not have a prescription for an epinephrine auto injector, or the person who administers the epinephrine auto-injector does not know whether the student or other person has a prescription, the administering person shall as soon as possible report the administration by dialing “911”.

Individuals designated by the District to administer medications to students shall be exempt from civil liability in the course of administering medications unless they exhibit gross negligence. This exemption also applies to individuals designated to administer an epinephrine auto-injector to a student and other person in emergency circumstances regardless of whether the student or other person has a prescription for an epinephrine auto-injector. This exemption does not apply to health care professionals defined as registered nurse, licensed practical nurse, emergency medical technician, first responder and any other professional specified under Wis. Stats. 118.29, 256.15, 441, or 446 to 449. In addition, the District, the Board of Education, and any employee (including health care professionals) shall not be civilly liable for an injury incurred by a student as a result of using an epinephrine auto-injector or by any person as a result of a student possessing or using an epinephrine auto-injector under the conditions outlined in this policy.

Naloxone

Naloxone, commonly known as Narcan, is a medication that can reverse an overdose that is caused by an opioid drug. Naloxone has no potential for abuse and is a non-narcotic and non-addicting prescription medication.

Naloxone shall be available and maintained on school grounds. To treat a suspected case of opioid overdose in a school setting, any trained staff member may administer naloxone, during an emergency, to any individual suspected of having an opioid-related drug overdose whether or not there is a previous history of opioid abuse. Trained individuals will be expected to follow the Naloxone administrative procedures outlined in [453.4-Rule \(2\) Naloxone Administration Flowchart](#)

No trained staff member shall be liable for civil damages which may result from acts of omissions relating to the use of the Naloxone which may constitute ordinary negligence; nor shall the school personnel be subject to criminal prosecution which may result from acts of omissions in the good faith administration of Naloxone. This immunity does not apply if the staff member has not received the required training or if the employee acts with a high degree of negligence. No school employee shall be subject to penalty or disciplinary action for refusing to be trained in the administration of the Naloxone.

Before any school district employee may administer Naloxone under this policy, the employee must successfully complete the Department of Public Instruction training about recognizing opioid-related overdoses, administering naloxone, and promptly seeking medical attention for drug overdoses. Evidence that such training has been completed shall be kept on file by the district nurse.

The school nurse shall maintain a current standing medical order from the school medical advisor that prescribes naloxone for use on school grounds. Naloxone will be clearly marked and stored in an accessible storage cabinet/medical kit in the health office and near some AED stations. The school nurse will ensure that all other trained staff are aware of the naloxone storage locations.

Naloxone will be stored in accordance with the manufacturer's instructions. Nothing in this policy is intended to regulate, restrict, or otherwise deter a law enforcement officer, emergency medical technician, volunteer fire company member, licensed medical professional, or other authorized individual from administering naloxone when responding in good faith to a suspected drug overdose occurring on school property.

~~Specific medication administration procedures shall be developed.~~

LEGAL REF.: Sections 118.29 Wisconsin Statutes

118.291

118.292

121.02(1)(g)

256.15

441

446

449

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

CROSS REF.: 453.4-Rule **(1)**, Procedures for Administering Medication to Students

[453.4-Rule \(2\), Naloxone Administration Flowchart](#)

[WI DPI Opioid Antagonist Resources LINK](#)

[National Association of School Nurses](#)

APPROVED: September 16, 1991

REVISED: July 19, 1993
July 17, 2006
March 23, 2015
October 15, 2018
March 20, 2023

SCHOOL DISTRICT OF RIVER FALLS
River Falls, Wisconsin 54022

453.4-Rule **(1)**

PROCEDURES FOR ADMINISTERING MEDICATION TO STUDENTS

1. All nonprescription medication must be in the original manufacturer's container. All prescription medication must be in the original bottle labeled by a pharmacist. Pharmacists will provide an extra labeled container upon request.
2. All medication must be stored in a locked area, except as otherwise provided.
3. Before any nonprescription or prescription medication may be administered to a student by school personnel, school personnel must receive written consent from the student's parent/guardian. Phone messages shall not be accepted.
4. Staff may refuse to give any medication if:
 - a. The student appears to have negative reactions to the medication;
 - b. The medication does not provide the desired effect within a reasonable time; and,
 - c. The medication is not appropriate for the symptoms exhibited by the student.

Parents/guardians shall be notified when a medication is not given for one of the reasons above.

5. If a parent/guardian requests a dose, duration or schedule that is not in accordance with the manufacturer's instructions or a prescribed medication label, a practitioner's order is required.
6. Physician's standing orders shall be used for the administering of emergency medication (i.e., adrenalin, glucose). Injectable medication prescribed on an emergency basis shall be administered to students only by the School Nurse or trained medical personnel. If the School Nurse or trained medical personnel are not available when the emergency occurs, the student shall be immediately transferred to the hospital to receive the emergency medication. However, if the emergency demands "on the spot" attention and/or transportation to the hospital is not possible or feasible (i.e., on field trips), the injection shall be administered by identified building personnel who have had appropriate training in the administration of injections. The student shall then be transported to the hospital as soon as it becomes possible/feasible to do so. Identified building personnel who have volunteered to administer injections if the situation demands shall receive periodic training as deemed appropriate by the School Nurse.
7. School staff with whom the student works shall be informed of any medication being administered and shall be asked to monitor the student for any adverse effects. Such adverse effects should be reported immediately to the parent/guardian and School Nurse.

8. All nonprescription and prescription medication shall be supplied by the parent/guardian. Left-over medications will be released only to the parent/guardian.
9. A record shall be completed for all students receiving the medication.
10. The school will do everything possible to cooperate with parents/ in implementing these procedures. If there are concerns, such concerns shall be handled on an individual basis by the School Nurse.

CROSS REF.: 453.4 Administering Medication to Student

453.4-Rule (2), Naloxone Administration Flowchart

APPROVED: March 17, 1975

REVISED: June 20, 1977
July 21, 1980
September 16, 1991
July 19, 1993
July 17, 2006
March 23, 2015
March 20, 2023

1. RECOGNIZE

Observe for signs of overdose:

- Pale, clammy skin
- Speech infrequent
- Not breathing or very shallow breathing
- Deep snorting or gurgling
- Unresponsive to stimuli (calling name, shaking, sternal rub)
- Slowed heart beat/pulse
- Blue lips or fingertips
- Pinpoint pupils

2. RESPOND

Immediately call for help:

- Call for help- Dial 911
 - Request Advanced Life Support
- Place the person on their back
- Tilt head
- Lift chin
- Check breathing for no more than 10 seconds
- Check to see if there is anything in their mouth blocking their airway, such as gum, toothpick, undissolved pills, syringe cap, cheeked Fentanyl patch
 - If present, remove it
- If using mask, place and hold mask over mouth and nose
- If not using mask, pinch their nose with one hand and place your mouth over their mouth
- Give 2 even, regular-sized breaths
- Blow enough air into their lungs to make their chest rise
 - If you are using a mask and don't see their chest rise, out of the corner of your eye, tilt the head back more and make sure the seal around the mouth and nose is secure
 - If you are not using a mask and don't see their chest rise, out of the corner of your eye, make sure you're pinching their nose
- Breathe again
- Give one breath every 5 seconds

4. REFER

- Have the individual transported to nearest medical facility, even if symptoms seem to get better
- Contact parent/guardians per school protocol
- Complete Naloxone Administration Report form
- Follow up with treatment referral recommendations

3. REVERSE

Administer Intra-Nasal Narcan:

- Tilt head back and give spray (4 mg) into one nostril
- If additional doses are needed, give in the other nostril

Give NARCAN Nasal Spray

Remove NARCAN Nasal Spray from the box. Peel back the tab with the circle to open the NARCAN Nasal Spray.



Hold the NARCAN nasal spray with your thumb on the bottom of the plunger and your first and middle fingers on either side of the nozzle.



Gently insert the tip of the nozzle into either nostril.

- Tilt the person's head back and provide support under the neck with your hand. Gently insert the tip of the nozzle into **one nostril**, until your fingers on either side of the nozzle are against the bottom of the person's nose.



Press the plunger firmly to give the dose of NARCAN Nasal Spray.

- Remove the NARCAN Nasal Spray from the nostril after giving the dose.



Graphic credit: (ADAPT Pharma, 2015)

- Stay with the person until help arrives
- Maintain airway, monitor circulation, start CPR as necessary
- Continue rescue breathing until spontaneous respirations have returned to greater than 12 resp/min then place in recovery position
- Seize all illegal and/or non-prescribed opioid narcotics found on victim and process in accordance with school district protocols