

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

Monday, November 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. **Wildcat Pride Awards**
 1. Kris Eaton
Description: In recognition of her recent heroic actions at Meyer Middle School.
 - B. **Food Service Update**
Description: Food Service Director Pat Knox will update the Board on some new things added to the program.
 - C. **Superintendent, Administrative, and Student Representative Reports**
 1. Student Representative Reports
 2. **Administrative Reports related to Building-Level SMART Goals 2023-24**
 - a. Greenwood and Montessori Elementary
Description: Presentation Link
 3. **Superintendent Report**
 - a. Referendum Update
 - b. Renaissance Facility History and Current Lease
Description: Presentation Link
6. **ACTION ITEMS**
 - A. **Approval of Minutes, bills, and recommended employment** **4**
Description: The following have been submitted for approval:
Item 1: October 16, 2023, Regular Board of Education meeting minutes
Item 2: October 23, 2023, Special Board of Education meeting minutes
Item 3: Bills submitted for payment
Item 4: 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 the Project Oversight Committee (POC) recommendation for the February 20, 2024 referendum questions** **16**
Description: The POC will recommend to the Board two referendum questions for the February 20, 2024 ballot. Question #1: Operational and Question #2: BOND for Capital/Facility Improvements. See the attachment for more details.
Recommended Action: Approve the Project Oversight Committee (POC) recommendation for the February 20, 2024 referendum questions.
 - C. **Consideration and/or Action to approve November 6, 2023 Educational Program Committee recommendations** **17**
Description: The Educational Program Committee met on November 6, 2023, to hear an academic and career planning report, and to approve the new RFHS course requests: Biology and Food Products and Processing.
Recommended Action:
 1. Approve the River Falls High School Biology new course request.
 2. Approve the River Falls High School Food Products and Processing new course request.

D. Consideration and/or Action to approve November 13, 2023 Finance & Facilities Committee recommendations **34**

Description: The Finance and Facilities Committee met on November 13, 2023, to hear a 2023-24 budget update, to hear a Project Oversight Committee (POC) update, to hear a property purchase update, and to discuss the Financial Advisor Services request for proposals.

Recommended Action: None, informational only.

E. Consideration and/or Action to approve November 13, 2023 Personnel Committee recommendations **35**

Description: The Personnel Committee met on November 13, 2023, to approve the 24-25 school year calendar, to hear a certified staffing update, to approve the high school secretary job description revisions, and to approve the software and staff development facilitator job description revisions.

Recommended Action:

1. Approve the 2024-2025 school year calendar.
2. Approve the High School Secretary Job Description.
3. Approve the Software and Staff Development Facilitator Job Description.

F. Review the District's Comprehensive School Safety Plan and related safety drills **40**

Description: The School Board must review the District's Comprehensive School Safety Plan and related safety drills annually prior to January 1 each year. School Safety Coordinator Dr. Nate Schurman will provide the safety drill updates.

Recommended Action: Approve the 2023-2024 School Safety Drill Evaluations.

G. Consideration and/or Action to approve Superintendent Benson's Retirement Notice

Description: At the October Board meeting, Superintendent Benson gave formal notice of his pending retirement effective June 30, 2024.

Recommended Action: Approve Superintendent Jamie Benson's retirement notice.

H. Consideration and/or Action to approve the second reading of revised School Board Policy 342.3 Gifted and Talented Programs and 342.3 Rule Gifted and Talented Identification Procedures **56**

Description: The first reading of revised Policies 342.3 Gifted and Talented Programs and 342.3-Rule Gifted and Talented Identification Procedures were approved at the October 16, 2023, Regular School Board Meeting.

Recommended Action:

1. Approve the second reading of revised School Board Policy 342.3 Gifted and Talented Programs.
2. Approve the second reading of revised School Board Policy 342.3-Rule Gifted and Talented Identification Procedures.

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

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

Recommended Action: As needed.

J. Schedule next Board/Committee meetings

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

Recommended Action: Set the meeting schedule as follows:

Educational Program Committee meeting: Monday, December 4, 2023, 6:00 p.m. (*Renaissance Charter Academy, 1355 Sunshine Ave*)

Special Board of Education meeting: Monday, December 11, 2023, 6:00 p.m.

Finance and Facilities Committee meeting: Monday, December 11, 2023, 6:30 p.m.

Personnel Committee meeting: Monday, December 11, 2023, 7:30 p.m. (or immediately following Finance and Facilities)

Regular Board meeting: Monday, December 18, 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.

K. Consideration of adjourning to closed session pursuant to Wis. Stat. sec. 19.85(1)(c), which permits convening in closed session for the purpose of considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to discuss the Superintendent employment contract for 2024-26 and pursuant to Wis. Stat. sec. 19.85(1)(e), which permits convening in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to discuss the request for proposal (RFP) for Financial Services. Roll call vote required.

7. CONVENE TO CLOSED SESSION

8. RECONVENE INTO OPEN SESSION AND AFFIRM ACTION TAKEN IN CLOSED SESSION IF NECESSARY

9. ADJOURN

School District of River Falls
Regular Board Meeting

Monday, October 16, 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, October 16, 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 Mike Miller, members Bob Casey, Lindsey Curtis, Alison Page, and student representatives, Lilliana Ehresmann-Levander and Anika Hovland. Also present were Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, Director of Academic Services Nate Schurman, and Director of Finance & Facilities Lynette Coy. Student Services Director Mark Inouye, River Falls High School Principal Kit Luedtke, Meyer Middle School Principal Mark Chapin, Rocky Branch Elementary Principal Ashley Bingenheimer, Westside Elementary Principal Chris Kamrath, Greenwood Elementary Principal Kate Skappel, and Montessori Principal Kai Rodgers.

HEARING OF VISITORS OR DELEGATIONS

A community member shared two current event articles with the Board.

INFORMATIONAL ITEMS

A. Superintendent, Administrative, and Student Representative Reports

1. Community Survey Results

Daren Sievers from School Perceptions presented the results from the community survey. It was noted that the community would likely support the operational referendum and a \$26 million capital referendum if held today.

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

a. Rocky Branch and Westside Elementary

Bingenheimer and Kamrath shared an update on their building's SMART goals including decreasing the number of students who are some/high risk on the FastBridge math assessment by 3%.

3. Superintendent Report

Benson announced his plan to retire at the end of the 2023-24 school year.

ACTION ITEMS

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

1. The Minutes from the September 18, 2023 Regular Board of Education meeting;

2. Accounts Payable and Payroll payments in the amount of \$4,968,822.53.

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 increased employment of Julie Webb, Reading Teacher at River Falls Public Montessori Elementary School, from 0.5 FTE to 0.6 FTE effective October 2, 2023. 2. Recommended approval of the employment of Amy Edelman as full-time long term substitute Grade 4 Teacher at Rocky Branch Elementary School effective approximately October 16, 2023 through November 2, 2023 (for Anna Zalusky).

3. Recommended approval of the employment of Amy Edelman as full-time long term substitute Grade 5 Teacher at Rocky Branch Elementary School effective approximately November 3, 2023 through November 21, 2023 (for Tessa Amundson).

4. Recommended approval of the hiring of the following short-term, on call Substitute Teachers: a. Ellen Meier b. Taylor Stokes c. Molly Severson d. Angela Jorgensen e. Brenda Ninneman f. Calley Kodluboy g. Jacob Molburg h. Angela Rambo i. Melissa Nelson j. Sara Halvorson k. Linda Foster l. Shari Pearson. Motion carried unanimously (7-0).

B. Consideration and/or Action to approve October 2, 2023 Educational Program Committee recommendations

The Educational Program Committee met on October 2, 2023, to hear a gifted and talented report, a curriculum cycle update, an ELA adoption update, and to approve the first reading of revised School Board Policy 342.3 Gifted and Talented Programs and 342.3-Rule Gifted and Talented Identification Procedures.

Tuchtenhagen motioned, seconded by Curtis to approve the first reading of revised School Board Policy 342.3 Gifted and Talent Programs and the first reading of revised School Board Policy 342.3-Rule Gifted and Talented Identification Procedures. Motion carried unanimously (7-0). 4

C. Consideration and/or Action to approve October 9, 2023 Finance & Facilities Committee recommendations

The Finance and Facilities Committee met on October 9, 2023, to review the 23-24 district student enrollment and the community referendum survey. The committee also went into a closed session to discuss the purchase of property. No action, informational only.

D. Consideration and/or Action to approve October 9, 2023 Personnel Committee recommendations

The Personnel Committee met on October 9, 2023, to approve the insurance consultant recommendation and to review the preliminary certified staff ratios. The high school secretary job description was tabled for further review. The committee also went into closed session to discuss a staff resignation. Johnson Myers motioned, seconded by Holbrook to approve the Gallagher insurance company as our insurance consultation. Motion carried unanimously (7-0).

E. Consideration and/or Action to approve the 2023-2024 Tax Levy and Original Budget

Administration discussed the 2023-2024 tax levy and original budget with the Board. Holbrook motioned, seconded by Page to approve the 2023-2024 tax levy and the 2023-2024 budget as presented. Motion carried unanimously (7-0).

F. Consideration and/or Action to approve \$245,000 land purchase agreement per pre-approved Annual Meeting Resolution

The acquisition of land is for the purpose of future expansion of the District's transportation facilities, as the current facilities are outdated and there is a lack of space for expansion. The parcel of real estate at 807 W. Locust St adjoins the current transportation facilities site. It will secure flexibility and space for future transportation needs and allow for the continued use of existing property. Miller motioned, seconded by Casey to purchase 807 Locust Street for \$245,000. Motion carried unanimously (7-0).

G. Appoint a Deputy Clerk for the 2024 School Board Elections

Each year the Board has appointed, pursuant to a recommendation from the Wisconsin Department of Public Instruction, a Deputy Election Clerk for the school board elections. This is to facilitate the election process and assist prospective candidates who wish to file for the school board. Johnson Myers motioned, seconded by Curtis to appoint Amanda Taylor, Administrative Assistant to the Superintendent, as the Deputy Election Clerk for the 2024 School Board elections. Motion carried unanimously (7-0).

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 member agendas. No suggestions at this time.

I. Schedule next Board/Committee meetings

Special Board of Education meeting: Monday, October 23, 2023, 6:00 p.m.
Educational Program Committee meeting: Monday, November 6, 2023, 6:00 p.m.
Finance and Facilities Committee meeting: Monday, November 13, 2023, 6:00 p.m.
Personnel Committee meeting: Monday, November 13, 2023, 7:00 p.m. (or immediately following Finance and Facilities)
Regular Board meeting: Monday, November 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. Consideration of adjourning to closed session pursuant to Wis. Stat. sec. 19.85(1)(c), which permits convening in closed session for the purpose of considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to discuss administrative contracts and staff resignations. Roll call vote required. The Board did not go into closed session.

ADJOURNMENT

President Johnson Myers declared the meeting adjourned at 7:36 p.m.

Alan Tuchtenhagen, Clerk

**School District of River Falls
Special Board Meeting**
Monday, October 23, 2023 - 6:00 PM
District Office, 852 E Division Street
River Falls, Wisconsin 54022

The specially scheduled meeting of the River Falls Board of Education was called to order on Monday, October 23, 2023 at the District Office, 852 E Division Street, River Falls, Wisconsin 54022. President Johnson Myers called the meeting to order at 6:01 p.m. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the *Star-Observer*, *Pierce County Journal*, WEVR Radio Station, and the *Eau Claire Leader-Telegram*.

PRESENT

President Stacy Johnson Myers, Vice President Cindy Holbrook, Treasurer Mike Miller, members Bob Casey, Lindsey Curtis, and Alison Page. Also present were Superintendent Jamie Benson and Director of Human Resources and Leadership Development David Bell

HEARING OF VISITORS OR DELEGATIONS - None

1. Consideration and/or action to waive school board policy 221 recruitment and appointment of district administrator
Current Superintendent Benson is retiring at the end of this 2023-24 school year and the Board is hiring the current Director of Human Resources and Leadership Development, David Bell, to become the new Superintendent.
Johnson Myers motioned, seconded by Casey to waive School Board Policy 221 Recruitment and Appointment of District Administrator. Motion carried unanimously (6-0).

2. Curtis motioned, seconded by Casey to **adjourn to closed session pursuant to Wis. Stat. sec. 19.85(1)(c), which permits convening in closed session for the purpose of considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to discuss superintendent employment contract for 2024-26.** Roll call: Page yes, Curtis yes, Casey yes, Miller yes, Johnson Myers yes, and Holbrook yes.

3. CONVENE TO CLOSED SESSION

President Johnson Myers declared the meeting into closed session at 6:03 p.m.

4. RECONVENE INTO OPEN SESSION AND AFFIRM ACTION TAKEN IN CLOSED SESSION IF NECESSARY

ADJOURNMENT

Alan Tuchtenhagen, Clerk

SCHOOL DISTRICT OF RIVER FALLS
River Falls , Wisconsin 54022

November 2023 Board Meeting

Accounts Payable		AMOUNT
Checks #	214316-214786	\$847,633.81
ACH #		\$0.00
Wires	The Standard, Mn Life, Medica Delta, Garnishments, WEA, Wis Deferred Comp, EBC HSA Bank, Payroll Taxes, WRS- Retirement	\$1,862,634.75
NSF		\$20.00
Void	186232, 188052, 190558, 213990	\$2,220.03

PAYROLL

Checks #	129223-129225	\$98.36
ACH #	997378731-997379916	\$1,551,069.29
Void		\$0.00

\$4,263,676.24

Actual

FNB - General Money Market Balance	\$7,919,293.74
RCU - Money Market Balance	\$89,819.39

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

POST	CHECK		INVOICE	
DATE	NUMBER	VENDOR	DESCRIPTION	AMOUNT
10/4/2023	214318	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 1,657.68
10/4/2023	214319	ANDERSON-SMOLINSKI, MARIE	Reim supplies	\$ 156.67
10/4/2023	214322	AUTO VALUE	Multiple Invoices	\$ 584.43
10/4/2023	214323	BAILEY, LINDA	Sept Services	\$ 500.00
10/4/2023	214324	BALDWIN LIGHTSTREAM	internet & phone	\$ 1,601.84
10/4/2023	214327	BJORNSTAL, CARL	officiating fees	\$ 110.00
10/4/2023	214328	BLEIER, TAMMY	CE Refund	\$ 218.00
10/4/2023	214329	BRILL, RYAN	Reim supplies	\$ 325.44
10/4/2023	214330	BSN SPORTS	Multiple Invoices	\$ 9,806.00
10/4/2023	214333	CDW GOVERNMENT	License	\$ 2,074.80
10/4/2023	214335	CESA 11	Multiple Invoices	\$ 1,240.40
10/4/2023	214337	CINTAS	BG Expense	\$ 227.55
10/4/2023	214338	CONFIDENTIAL RECORDS, INC.	Multiple Invoices	\$ 144.60
10/4/2023	214342	DECKER INC	Locker Combos	\$ 798.09
10/4/2023	214343	DUET RESOURCE GROUP/DJMI	REN Furniture	\$ 16,343.33
10/4/2023	214344	EXPRESS SERVICES INC	Sub Fulfillment	\$ 4,370.80
10/4/2023	214345	FACTORY MOTOR PARTS COMPANY	BG Supplies	\$ 633.92
10/4/2023	214346	FAST COPY CENTER	Multiple Invoices	\$ 514.10
10/4/2023	214347	FELLING, MEGAN	Reim books	\$ 144.79
10/4/2023	214348	FENTON, ERIN	\$ for bookfair	\$ 200.00
10/4/2023	214349	FOWLER, EMMA	Reim supplies	\$ 218.94
10/4/2023	214352	GRAINGER	Multiple Invoices	\$ 548.64
10/4/2023	214353	GRAND HOTEL MADISON	Multiple Invoices	\$ 1,579.20
10/4/2023	214354	HARRINGTON, JULIE	officiating fees	\$ 110.00
10/4/2023	214356	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 1,010.79
10/4/2023	214357	HIRSTEIN, ALI	Reim football food	\$ 642.50
10/4/2023	214361	HUB 70 DESIGN AND PRINT	Multiple Invoices	\$ 404.26
10/4/2023	214363	HUEBSCH	Multiple Invoices	\$ 2,081.34
10/4/2023	214364	ION, INC.	Counseling Radios	\$ 413.85
10/4/2023	214366	JOHNSON QUALITY PLUMBING LLC	Service Call	\$ 137.00
10/4/2023	214367	JOURNEY EDUCATION	Adobe Pro	\$ 140.00
10/4/2023	214368	JUNIOR LIBRARY GUILD	subscription	\$ 4,329.54
10/4/2023	214371	KWIK TRIP, INC.	Fuel	\$ 3,649.64
10/4/2023	214372	LAKESHORE LEARNING MATERIALS	supplies	\$ 125.00
10/4/2023	214373	LARSON, NICOLE	Reim supplies	\$ 450.84
10/4/2023	214376	MC GRAW-HILL COMPANIES	supplies	\$ 193.29
10/4/2023	214377	MENARDS	Multiple Invoices	\$ 544.98
10/4/2023	214379	MIDWEST BUS PARTS INC	Multiple Invoices	\$ 154.77
10/4/2023	214380	MINNESOTA CHEMICAL	Service Call	\$ 251.25
10/4/2023	214381	MISSISSIPPI WELDERS SUPPLY	Multiple Invoices	\$ 179.02
10/4/2023	214383	MONTESSORI RESEARCH & DEVELOPMENT LLC	RFPME Curriculum	\$ 1,331.00
10/4/2023	214384	NCMPS	Training/Recert	\$ 130.00
10/4/2023	214387	NEO ELECTRICAL SOLUTIONS LLC	Multiple Invoices	\$ 2,469.45
10/4/2023	214388	NEWS-2-YOU	Renew Subscription	\$ 239.99

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

10/4/2023	214389	NICHOLSON, ALEXANDER	officiating fees	\$ 160.00
10/4/2023	214390	O'REILLY AUTO PARTS	Multiple Invoices	\$ 401.98
10/4/2023	214393	PARAGON DEVELOPMENT SYSTEMS INC	Multiple Invoices	\$ 2,892.00
10/4/2023	214394	PARTS TOWN, LLC	Multiple Invoices	\$ 1,396.02
10/4/2023	214395	PENN STATE INDUSTRIES	supplies	\$ 183.25
10/4/2023	214396	PURELAND SUPPLY	projector bulb	\$ 109.40
10/4/2023	214398	RASMUSSEN, TOM	officiating fees	\$ 120.00
10/4/2023	214399	RIESTER REFRIGERATION INC	Service Call	\$ 369.00
10/4/2023	214400	RIVER CITY DISPOSAL, INC.	Garbage/Recycling	\$ 3,329.68
10/4/2023	214401	RIVER FALLS ACE HARDWARE	Multiple Invoices	\$ 1,017.09
10/4/2023	214402	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 836.22
10/4/2023	214404	SCHOOL SPECIALTY	ART SUPPLIES	\$ 1,661.74
10/4/2023	214405	SECURITY CHECK ME INC	Multiple Invoices	\$ 847.00
10/4/2023	214407	SILVER, CHRISTOPHER	Reim Travel	\$ 176.00
10/4/2023	214410	STAPLES -(PAPER)	Multiple Invoices	\$ 3,316.56
10/4/2023	214411	STEP SAVER, INC.	Multiple Invoices	\$ 334.50
10/4/2023	214412	SUPER TEACHER WORKSHEETS	supplies	\$ 375.00
10/4/2023	214414	TASB INC.	BoardBook Renewal	\$ 3,250.00
10/4/2023	214415	THE HUNTINGTON NATIONAL BANK	scorebaoard pymt	\$ 34,326.20
10/4/2023	214416	THE NEW YORK TIMES COMPANY	subscription	\$ 1,866.80
10/4/2023	214417	THEMES & VARIATIONS	subscription	\$ 174.95
10/4/2023	214419	TORMACH, INC.	supplies	\$ 9,678.90
10/4/2023	214421	UW-MADISON-BURSARS OFFICE	Scholarship Pymt	\$ 500.00
10/4/2023	214422	UWRF	Field trip to UWRF	\$ 1,105.00
10/4/2023	214424	WI ASSOC OF SCHOOL BOARDS,INC	Wkshp reg	\$ 102.00
10/4/2023	214425	WFEA	Conf Reg	\$ 255.00
10/4/2023	214426	WILS	Database bundle	\$ 2,629.31
10/4/2023	214427	WI ASSOC OF FFA	Event Conf	\$ 140.00
10/4/2023	214428	YALE MECHANICAL LLC	Qtr BAS Svc	\$ 6,087.50
10/5/2023	214431	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 110.00
10/5/2023	214432	WI SCTF	Payroll accrual	\$ 127.51
10/5/2023	214433	WISCONSIN DEPT. OF REVENUE	Payroll accrual	\$ 245.62
10/11/2023	214434	ABUNDANT LIFE	10/15 Site Pymt	\$ 12,412.80
10/11/2023	214435	ABUNDANT LIFE	10/15 Teacher Pymt	\$ 384.00
10/11/2023	214437	ALLEN, ZACHARY	Driver Meals	\$ 133.00
10/11/2023	214443	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 3,289.91
10/11/2023	214444	ANDERSEN, VICTORIA	CE Class Pymt	\$ 365.90
10/11/2023	214445	ARCHKEY TECHNOLOGIES	Service Call	\$ 180.00
10/11/2023	214448	ART OF PROBLEM SOLVING	FF Grant Purchase	\$ 390.00
10/11/2023	214449	AT&T	715 425-1803 147 0	\$ 1,359.77
10/11/2023	214450	AUTO VALUE	Multiple Invoices	\$ 134.97
10/11/2023	214452	BOESPFLUG, PAUL	Driver Meals	\$ 143.00
10/11/2023	214455	BREITENBACH CORBID, HOLLY ANN	CE Class Pymt	\$ 281.01
10/11/2023	214457	BUCKHORN HARDWOODS, LLC	White Pine-Tech Ed	\$ 3,115.80
10/11/2023	214458	C & L COMMUNICATIONS INC	Locates	\$ 1,963.50
10/11/2023	214459	CAMPBELL, BROOKE	CE Class Pymt	\$ 800.00
10/11/2023	214461	CANON FINANCIAL SERVICES, INC.	Multiple Invoices	\$ 3,186.10

9

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

10/11/2023	214465	CHARTWELLS	Sept Invoice	\$ 258,194.30
10/11/2023	214466	CHILD CENTER	10/15 Site Pymt	\$ 9,826.80
10/11/2023	214467	CHILD CENTER	10/15 Teacher Pymt	\$ 304.00
10/11/2023	214468	CINTAS	BG EXPENSE	\$ 242.91
10/11/2023	214469	COMPUTER INTEGRATION TECHNOLOGIES INC	monthly retainer	\$ 1,760.00
10/11/2023	214470	CORIANDER LIVING COLLECTIVE LLC	CE Class Pymt	\$ 399.00
10/11/2023	214475	DICK'S MARKET	Multiple Invoices	\$ 2,788.95
10/11/2023	214480	EAU CLAIRE MEMORIAL HIGH SCHOOL	WIAA - CC - 10-7-23	\$ 150.00
10/11/2023	214483	EPSTEIN, GARY	Driver Meals	\$ 276.00
10/11/2023	214486	EXPRESS SERVICES INC	Sub Fulfillment	\$ 3,314.48
10/11/2023	214490	FOOD SERVICE-SDRF	Multiple Invoices	\$ 13,854.26
10/11/2023	214493	GRAINGER	Boiler Supplies	\$ 454.60
10/11/2023	214494	GRAND SLAM	field trip 2023	\$ 1,201.50
10/11/2023	214495	GROTHOLSON, JARED	Reim supplies	\$ 324.58
10/11/2023	214496	HARRINGTON, JULIE	officiating fees	\$ 110.00
10/11/2023	214497	HARRIS	Chiller Maint	\$ 480.00
10/11/2023	214499	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 1,743.17
10/11/2023	214500	HUDSON PHYSICIANS	Athletic Training	\$ 7,044.38
10/11/2023	214502	ION, INC.	supplies	\$ 224.90
10/11/2023	214503	JACOB'S LADDER	10/15 Site Pymt	\$ 26,894.40
10/11/2023	214504	JACOB'S LADDER	10/15 Teacher Pymt	\$ 832.00
10/11/2023	214507	JOHNSON QUALITY PLUMBING LLC	Multiple Invoices	\$ 7,010.00
10/11/2023	214508	KLAAS-JONAS COMMUNITY POOL	KC Field Trip	\$ 782.00
10/11/2023	214509	KLUNDT, SHANE	officiating fees	\$ 140.00
10/11/2023	214510	LARSON'S APPLIANCE CENTER	Washing Machine	\$ 848.00
10/11/2023	214511	LHB, INC.	REN New Build	\$ 17,449.45
10/11/2023	214512	LHB, INC.	REN New Build	\$ 1,426.50
10/11/2023	214513	LHB, INC.	REN Utility Design	\$ 1,114.65
10/11/2023	214514	LHB, INC.	REN Utility Design	\$ 8,692.74
10/11/2023	214515	LHB, INC.	REN Utility Design	\$ 1,415.50
10/11/2023	214516	LHB, INC.	Pre Referendum	\$ 2,381.61
10/11/2023	214517	LHB, INC.	Pre Referendum	\$ 800.00
10/11/2023	214518	LHB, INC.	Bldg Env Improve.	\$ 5,593.01
10/11/2023	214520	LITTLE ADVENTURES 1	10/15 Site Pymt	\$ 9,309.60
10/11/2023	214521	LITTLE ADVENTURES 1	10/15 Teacher Pymt	\$ 288.00
10/11/2023	214522	LITTLE ADVENTURES 2	10/15 Site Pymt	\$ 15,516.00
10/11/2023	214523	LITTLE ADVENTURES 2	10/15 Teacher Pymt	\$ 480.00
10/11/2023	214526	LOFFLER COMPANIES, INC.	Multiple Invoices	\$ 3,315.27
10/11/2023	214527	LYNCH, TAVIS	CE Class Pymt	\$ 196.00
10/11/2023	214528	MAPLE LEAF ORCHARD LLC	Field Trip	\$ 244.00
10/11/2023	214530	MENOMONIE HIGH SCHOOL	WIAA - VB - 9-30-23	\$ 175.00
10/11/2023	214531	MERIDIAN CONSULTING GROUP	Health/Safety Svcs	\$ 1,440.00
10/11/2023	214532	MIDWEST BUS PARTS INC	supplies	\$ 327.92
10/11/2023	214533	MINNESOTA CHEMICAL	supplies	\$ 109.78
10/11/2023	214535	NELSON, BRIAN	Driver Meals	\$ 170.00
10/11/2023	214538	NIEBUR, AMANDA	CE Class Pymt	\$ 420.00
10/11/2023	214539	NORTH CENTRAL INTERNATIONAL, LLC	BG Supplies	\$ 278.76

10

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

10/11/2023	214540	O'REILLY AUTO PARTS	BG SUPPLIES	\$ 177.85
10/11/2023	214543	PARAGON DEVELOPMENT SYSTEMS INC	Replacement Laptop	\$ 1,189.00
10/11/2023	214547	RIVER FALLS MUNICIPAL	Multiple Invoices	\$ 90,536.67
10/11/2023	214548	RIXMANN, JEFFREY	Driver Meals	\$ 221.00
10/11/2023	214549	RODE, JON	officiating fees	\$ 140.00
10/11/2023	214550	ROTARY CLUB OF RIVER FALLS	Multiple Invoices	\$ 250.00
10/11/2023	214551	SAILER'S FOOD MARKET & MEAT PROCESSING I	Hamburger patties	\$ 2,392.10
10/11/2023	214552	SCHOOL PERCEPTIONS LLC	Com Survey Phase 3	\$ 3,992.50
10/11/2023	214553	SCHOOL SPECIALTY	Multiple Invoices	\$ 185.05
10/11/2023	214557	ST MICHAEL-ALBERTVILLE SR HIGH SCHOOL	WIAA - VB - 10-6-23	\$ 425.00
10/11/2023	214558	STANAITIS, MICKAL	Driver Meals	\$ 119.00
10/11/2023	214559	STAPLES -(PAPER)	Multiple Invoices	\$ 609.83
10/11/2023	214560	ST CROIX GAS	Multiple Invoices	\$ 4,172.58
10/11/2023	214561	STEWART, JESSICA	officiating fees	\$ 140.00
10/11/2023	214563	TEACHER'S DISCOVERY	supplies	\$ 164.96
10/11/2023	214564	THE JOURNAL	Legal notices	\$ 1,124.40
10/11/2023	214565	TOMLINSON, MARK	CE Class Pymt	\$ 880.00
10/11/2023	214567	TWIN CITY HARDWARE CO INC.	Electric Strikes	\$ 1,500.00
10/11/2023	214568	ULINE	HS Kitchen Shelves	\$ 351.97
10/11/2023	214569	THE UNIVERSITY PRESCHOOL	10/15 Site Pymt	\$ 10,344.00
10/11/2023	214570	THE UNIVERSITY PRESCHOOL	10/15 Teacher Pymt	\$ 320.00
10/11/2023	214571	VERIZON WIRELESS	9/2/2023-10/1/2023	\$ 1,885.78
10/11/2023	214572	WELD RILEY SC	Legal Fees	\$ 1,050.00
10/11/2023	214573	WI SCHOOL PUBLIC RELATIONS ASSOC	Conf Reg	\$ 465.00
10/11/2023	214575	WOLF, GERALD	Driver Meals	\$ 138.00
10/18/2023	214576	5 STAR RESTROOM RENTALS	Multiple Invoices	\$ 1,415.00
10/18/2023	214577	AIR COMMUNICATIONS OF WI, INC	repeater rent	\$ 564.48
10/18/2023	214578	ALISON'S MONTESSORI	RFPME Curriculum	\$ 2,180.49
10/18/2023	214583	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 3,577.35
10/18/2023	214584	AMERICAN MONTESSORI SOCIETY	Renewal	\$ 1,880.00
10/18/2023	214586	ASCA	Renewal	\$ 129.00
10/18/2023	214587	ASIL DESIGN	Multiple Invoices	\$ 216.00
10/18/2023	214588	AT&T BUSINESS DIRECT	Multiple Invoices	\$ 1,677.98
10/18/2023	214589	AUTO VALUE	Multiple Invoices	\$ 178.78
10/18/2023	214590	B & H PHOTO-VIDEO	Projector	\$ 498.00
10/18/2023	214591	BAILEY, LINDA	Sept Services	\$ 500.00
10/18/2023	214592	BAUER BUILT INC	Tire Mount/Balance	\$ 570.95
10/18/2023	214594	BLICK ART MATERIALS	Art supplies	\$ 438.38
10/18/2023	214597	BRANDVOLD, KARIN	Reim mileage	\$ 117.31
10/18/2023	214599	BUROW, MITCHEL	Reim supplies	\$ 222.40
10/18/2023	214600	CAMPBELL, GARY	officiating fees	\$ 120.00
10/18/2023	214603	CESA 9	WVS Enrollment	\$ 190.00
10/18/2023	214604	CHIPPEWA VALLEY SPORTING GOODS	Multiple Invoices	\$ 388.00
10/18/2023	214606	CINTAS	BG Expense	\$ 225.91
10/18/2023	214610	EXPRESS SERVICES INC	Sub Fulfillment	\$ 3,335.60
10/18/2023	214613	GLAUBITZ, GABE	officiating fees	\$ 120.00
10/18/2023	214617	HASELMAN, JOSEPH	Reim mileage	\$ 495.75

11

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

10/18/2023	214619	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 6,150.36
10/18/2023	214622	HUDSON PHYSICIANS	Multiple Invoices	\$ 2,504.00
10/18/2023	214623	IMAGINE LEARNING LLC	subscription	\$ 1,662.45
10/18/2023	214624	J H LARSON COMPANY	Supplies	\$ 168.75
10/18/2023	214626	JOHNSON, DALE	officiating fees	\$ 120.00
10/18/2023	214627	J W PEPPER & SON INC	Multiple Invoices	\$ 108.19
10/18/2023	214630	KNIGHT BARRY TITLE UNITED, LLC	Earnest Money	\$ 1,000.00
10/18/2023	214631	LAMINATION DEPOT	laminating film	\$ 102.66
10/18/2023	214633	LEISEN FAMILY FARM LLC	Field trip	\$ 360.00
10/18/2023	214634	LOFFLER COMPANIES, INC.	Scanner ID Cards	\$ 960.00
10/18/2023	214635	MA'S IRVINGTON CAMPGROUND & RENTALS	Outdoor Ed FT	\$ 2,100.00
10/18/2023	214637	MARK'S PLUMBING PARTS	Plumbing supplies	\$ 206.85
10/18/2023	214638	MASTERCARD CORPORATE CLIENTS	Multiple Invoices	\$ 21,521.73
10/18/2023	214643	MIDWEST BUS PARTS INC	Multiple Invoices	\$ 599.38
10/18/2023	214646	MISSISSIPPI WELDERS SUPPLY	Tech Ed supplies	\$ 2,185.08
10/18/2023	214647	MONROE GARLAND LLC	Deli Slicer Casters	\$ 215.45
10/18/2023	214648	NEO ELECTRICAL SOLUTIONS LLC	Multiple Invoices	\$ 813.30
10/18/2023	214649	NORTH CENTRAL INTERNATIONAL, LLC	Labor-service bus	\$ 370.00
10/18/2023	214650	O'REILLY AUTO PARTS	Multiple Invoices	\$ 128.76
10/18/2023	214651	OSCEOLA HIGH SCHOOL	FB Scrimmage	\$ 150.00
10/18/2023	214652	PARTS TOWN, LLC	Delimer/Descaler	\$ 393.69
10/18/2023	214658	SCHNEIDER, JAMIE	Reim football food	\$ 365.00
10/18/2023	214659	SCHOLASTIC INC	Multiple Invoices	\$ 384.51
10/18/2023	214661	SCVMEA	Multiple Invoices	\$ 350.00
10/18/2023	214662	SOLUTION TREE	licenses	\$ 1,490.00
10/18/2023	214663	SPHERO	Robot Student kits	\$ 628.99
10/18/2023	214665	STAPLES -(PAPER)	Multiple Invoices	\$ 4,454.06
10/18/2023	214666	STATE BAR OF WISCONSIN	Mock Trial reg	\$ 390.00
10/18/2023	214669	UNIVERSITY OF MINNESOTA	2023 Griak CC race	\$ 450.00
10/18/2023	214670	USGAARD, MIKE	refund season pass	\$ 123.25
10/18/2023	214672	WAYZATA RESULTS	Timing	\$ 881.88
10/18/2023	214673	WHITE PINE BERRY FARM	Kind FT	\$ 265.00
10/18/2023	214675	WILS	subscriptions	\$ 1,834.80
10/25/2023	214679	AMAZON CAPITAL SERVICES, INC.	Multiple Invoices	\$ 2,935.90
10/25/2023	214680	AMERICAN RED CROSS	review/cert	\$ 210.00
10/25/2023	214681	ASIL DESIGN	Multiple Invoices	\$ 297.00
10/25/2023	214683	AUTO VALUE	Multiple Invoices	\$ 301.67
10/25/2023	214684	AWSA	Multiple Invoices	\$ 585.00
10/25/2023	214685	BAILEY, LINDA	Oct Services	\$ 650.00
10/25/2023	214686	BAUER BUILT INC	BG Supplies	\$ 1,523.43
10/25/2023	214687	BLICK ART MATERIALS	Art supplies	\$ 628.91
10/25/2023	214689	BUREAU OF ED. & RESEARCH	Registrations	\$ 1,036.00
10/25/2023	214691	CHANGING PERSPECTIVES	Subscriptions	\$ 270.00
10/25/2023	214692	CINTAS	BG Expense	\$ 225.91
10/25/2023	214693	COMPUTER INTEGRATION TECHNOLOGIES INC	monthly retainer	\$ 637.60
10/25/2023	214695	CITY OF APPLE VALLEY	KC FT	\$ 1,687.80
10/25/2023	214696	COMMUNITY SAFETY NET	safety books	\$ 506.40

12

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

10/25/2023	214698	CRAIL, DAVID	officiating fees	\$ 210.00
10/25/2023	214705	EXPRESS SERVICES INC	sub fulfillment	\$ 2,618.72
10/25/2023	214707	FOOD SERVICE-SDRF	Health Aid Meeting	\$ 230.00
10/25/2023	214710	GILLES, HILLARY	Reim supplies	\$ 198.41
10/25/2023	214711	GLASS EXPRESS INC	Replace Windshield	\$ 250.00
10/25/2023	214712	GRAINGER	Maint Supplies	\$ 158.63
10/25/2023	214714	HALLBERG ENGINEERING INC	RN NIC Ren Project	\$ 3,000.00
10/25/2023	214720	HILLYARD, INC.-MPLS	Multiple Invoices	\$ 8,355.20
10/25/2023	214721	HISTORIC THEATRE GROUP	Orpheum Tickets	\$ 3,100.00
10/25/2023	214722	HORIZON COMMERCIAL POOL SUPPLY-INC	Pool Chemicals	\$ 1,315.17
10/25/2023	214723	HUB 70 DESIGN AND PRINT	Multiple Invoices	\$ 527.60
10/25/2023	214724	INFINITE CAMPUS	IT Services	\$ 3,625.00
10/25/2023	214725	INSTRUMENTAL MUSIC CO.,INC.	Multiple Invoices	\$ 301.99
10/25/2023	214726	IXL LEARNING	renewal	\$ 359.00
10/25/2023	214727	J H LARSON COMPANY	Multiple Invoices	\$ 913.71
10/25/2023	214729	J W PEPPER & SON INC	Multiple Invoices	\$ 574.77
10/25/2023	214730	K-LOG, INC.	Desk Chairs	\$ 599.12
10/25/2023	214735	KURITA AMERICA INC.	Multiple Invoices	\$ 556.53
10/25/2023	214736	LAFORCE	Door Lock	\$ 747.65
10/25/2023	214737	LAKESHORE LEARNING MATERIALS	supplies	\$ 206.97
10/25/2023	214738	LOFFLER COMPANIES, INC.	Lic migration et al	\$ 2,695.67
10/25/2023	214739	LUCKY LUKE, LLC	book sets	\$ 251.79
10/25/2023	214740	MACIE PUBLISHING CO	recorders	\$ 474.75
10/25/2023	214741	MARK'S PLUMBING PARTS	Supplies	\$ 341.55
10/25/2023	214743	MENARDS	Shop Table supplies	\$ 218.49
10/25/2023	214744	MISSISSIPPI WELDERS SUPPLY	Multiple Invoices	\$ 262.05
10/25/2023	214745	NATIONAL TIME & SIGNAL CORPORATION	Clocks	\$ 1,073.49
10/25/2023	214746	NCS PEARSON INCORPORATED	Multiple Invoices	\$ 100.25
10/25/2023	214748	NEO ELECTRICAL SOLUTIONS LLC	Motion Sensor	\$ 234.00
10/25/2023	214753	OVERHEAD DOOR CO. OF THE NORTHLAND	Service Call	\$ 216.95
10/25/2023	214756	RFHS ATHLETIC BOOSTER CLUB	Multiple Invoices	\$ 230.00
10/25/2023	214759	RIVER STATES TRUCK & TRAILER	Multiple Invoices	\$ 535.51
10/25/2023	214761	SCHNEIDER, JAMIE	Reim football food	\$ 182.40
10/25/2023	214763	SCHWAB-VOLLHABER-LUBRATT INC	Fan (Nurse's Office)	\$ 820.00
10/25/2023	214765	SPRINKLER CREW	Winterization	\$ 2,011.00
10/25/2023	214766	STADLER SACKS LLC	Multiple Invoices	\$ 160.00
10/25/2023	214767	STAPLES -(PAPER)	Multiple Invoices	\$ 1,198.73
10/25/2023	214768	STANDARD SPRING PARTS	Replace Leaf Spring	\$ 912.42
10/25/2023	214769	STEEL TOWNE R.F.	Steel for shop	\$ 431.43
10/25/2023	214770	STEWART, JESSICA	officiating fees	\$ 126.70
10/25/2023	214771	T-MOBILE	Multiple Invoices	\$ 704.34
10/25/2023	214772	TAYLOR, AMANDA	Reim Travel	\$ 102.18
10/25/2023	214775	TOPPEL, BENJAMIN	Reim supplies	\$ 169.95
10/25/2023	214776	TRI STATE BOBCAT, INC.	Tool Cat Maint	\$ 6,340.84
10/25/2023	214777	ULINE	Cashier Mats	\$ 282.38
10/25/2023	214778	UNITED WAY ST.CROIX VALLEY	Multiple Invoices	\$ 110.00
10/25/2023	214779	UW-STOUT	Multiple Invoices	\$ 255.00

13

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

10/25/2023	214781	WI ASSOC OF SCHOOL BOARDS,INC	Conf Reg	\$ 190.00
10/25/2023	214783	RIVER FALLS WILDCAT BAND BOOSTERS	Mattress Donation	\$ 795.00
10/25/2023	214784	WI SCTF	Payroll accrual	\$ 127.51
10/25/2023	214785	WISCONSIN DEPT. OF REVENUE	Payroll accrual	\$ 228.89
10/25/2023	214786	YOUNG ACRES, INC.	Multiple Invoices	\$ 1,898.00

RIVER FALLS BOARD OF EDUCATION MEETING

Monday, November 20, 2023

Personnel Agenda:

1. Recommended approval of the employment of Mark Stoesz as full-time Interim Assistant Principal at River Falls High School effective November 3, 2023 through June 10, 2024 (replaces Taryl Graetz)
2. Recommended approval of the extended employment of Hannah Gagnelius as full-time long term substitute Grade 2 Teacher at Greenwood Elementary School effective approximately November 2, 2023 through December 22, 2023 (for Anna Clark).
3. Recommended approval of the employment of Trevor Gutting as full-time long term substitute Grade 3 Teacher at Rocky Branch Elementary School effective approximately November 3, 2023 through November 21, 2023 (for Tessa Amundson).
4. Recommended approval of the employment of Emily Micke as full-time long term substitute Special Education Teacher at Greenwood Elementary School effective approximately November 6, 2023 through November 21, 2023 (for Stephanie Heinen).
5. Recommended approval of the employment of Erik Wild as full-time long term substitute Eight Grade Science Teacher at Meyer Middle School effective approximately November 13, 2023 through December 22, 2023 (for Nate Brown).
6. Recommended approval of the employment of Erik Wild as full-time long term substitute Eight Grade Science Teacher at Meyer Middle School effective approximately January 2, 2024 through February 15, 2024 (for Nate Brown).
7. Recommended approval of the hiring of the following short-term, on call Substitute Teachers:
 - a. Angilee Bovee
 - b. Kayla Buck
 - c. Gretchen Folczyk
 - d. Ruth Jilk
 - e. Jacob Kobberdahl
 - f. Heidi Nordwall
 - g. Alexis Schmidt



In June 2022 the Board approved a comprehensive District Strategic Plan that included Goal Area #5 *Operational Excellence* to include planning and communication related to financial plans, enrollment projections, and facility needs. The Board commissioned independent firms to study enrollment trends, facility needs, and to conduct a community survey

The Board appointed the Project Oversight Committee (POC) to prioritize the master facility needs assessment developed by LHB Architect and Kraus-Anderson construction management firm. After the POC narrowed down the comprehensive facility study and related needs, the district surveyed the community to gather opinions related to potential facility projects; to provide background information related to facility options; identify projected costs; and to provide preliminary property tax impact estimates of potential referendum projects.

After analyzing community survey results, the POC will bring their final recommendation to the full Board on November 20. The next step in moving toward a February 20, 2024 referendum will be for the Board to approve the formal resolutions on December 11, 2023, stating the exact language to be included on the February referendum ballot for two questions as explained below:

Question #1: Operational

2024-25	2025-26	2026-27	2027-Beyond
\$1M	1+1=\$2M	1+1+1=\$3M	\$3M (Recurring)

Question #2: BOND (Capital/Facilities)

\$28M Total

1. *Safety/Security/Maintenance*
2. *Transportation Center*
3. *Multi-Purpose Space Addition at High School*

PROCESS TIMELINE



School District of River Falls
Educational Program Committee meeting Report

Monday November 6, 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, November 6, 2023 at District Office, 852 E Division Street, River Falls, Wisconsin 54022. Chair Tuchtenhagen 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

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

HEARING OF VISITORS OR DELEGATIONS - None

1. Approve the development of Food Products and Processing as a new course at River Falls High School

High School teacher Ryan Pechacek presented a new course proposal for *Food Products and Processing* for approval for the 2024-25 school year.

Recommended Action: Approve the River Falls High School Food Products and Processing new course request.

Alan Tuchtenhagen moved to accept the new course proposal. Lindsey Curtis seconded the motion. The motion passed 3-0.

2. Approve the development of Biology as a new course at River Falls High School

High School teachers Amanda Eggert and Max Haskins presented a new course proposal for *Biology*, as part of the reorganization of several high school science courses, for approval for the 2024-25 school year.

Recommended Action: Approve the River Falls High School Biology new course request.

Cindy Holbrook moved to accept the new course proposal. Lindsey Curtis seconded the motion. The motion passed 3-0.

3. Academic and Career Planning Report

High School College and Career Readiness Coordinator Melisa Hansen and other ACP team members provided a report on Academic and Career Planning at the high school.

No action, informational only.

4. Proposed/suggested items for the next regular and future Educational Program meeting agenda(s)

Board members suggested a presentation on the new website be given at a future board meeting and that Renaissance Principal Chris Silver give an update on how the new Renaissance Science Lab is benefiting students.

5. Schedule next Board/Committee meetings

Set the meeting schedule as follows:

Educational Program Committee meeting: Monday, December 4, 2023, 6:00 p.m.

The meeting will be held at the Renaissance Charter Academy, 1355 Sunshine Avenue, River Falls, Wisconsin 54022

6. ADJOURN - 8:16 p.m.

**RIVER FALLS SCHOOL DISTRICT
NEW OR REVISED COURSE REQUEST**

AP 330

All new and revised River Falls School District curricula are developed by instructors and/or a group of individuals which may be comprised of content area teachers, school administrators, higher education representative(s), Director of Academic Services, parents/guardians, and community members. Their role is to determine the need for the additional course or course revision with regard to Common Core State Standards and/or Wisconsin Content Academic Standards and RFSD Policies and Regulations. A curriculum map and/or course scope and goals document must be designed and submitted to the Director of Academic Services, for the River Falls School District for final approval. Questions may be directed to the Academic Services Office at (715) 425-1800 ext. 1102.

Contact	School/Department <u>River Falls High School - Agriculture</u> Date <u>9/20/23</u>																									
	Contact Person <u>Ryan Pechacek</u> Phone/Email <u>ryan.pechacek@rfsd.net.wi.us</u>																									
Course Information	Select all that apply: <input checked="" type="checkbox"/> Proposed New Course <input type="checkbox"/> Revision to Existing Course <input type="checkbox"/> Title Change Full/Proposed Course Title <u>Food Products & Processing</u> Previous Title (if changed) _____ Level/Type: <input type="checkbox"/> Middle School <input checked="" type="checkbox"/> High School																									
Justification	Please check the box next to each statement that pertains to the need for the proposed new course or course revision: <input checked="" type="checkbox"/> Need for this course has been identified based on student assessment or knowledge of school curriculum gaps and/or school initiatives. <input type="checkbox"/> Need for this course has been identified through educational leadership, student assessment, community, and/or business input(s). <input type="checkbox"/> Courses in the current curriculum do not address the need for this course. <input type="checkbox"/> Other: _____ In the space provided below, add a short narrative justifying the checked statements above and illustrating how the new course or course revision will integrate with and complement the program offered at your school or in the River Falls School District. <u>Offering a Food Products and Processing course at the high school level can provide several important educational and practical benefits. Here are some justifications for including a "farm to plate" course in the high school: Career Preparation, Job Readiness, Food Safety Awareness, Food Science and Technology, STEM Education, Consumer Awareness, and Interdisciplinary Learning.</u>																									
Approval to Develop/Revise	Signatures below signify approval to explore the development/revision of the above named course. <table style="width:100%; border:none;"> <tr> <td style="width:10%; text-align:center;">Approved</td> <td style="width:10%; text-align:center;">Denied</td> <td style="width:60%;"><input checked="" type="checkbox"/> <u>[Signature]</u> Department/Content Area Leader (if school sponsored)</td> <td style="width:20%; text-align:center;"><u>9/27/23</u> Date</td> </tr> <tr> <td></td> <td></td> <td><input checked="" type="checkbox"/> <u>[Signature]</u> Principal (if school sponsored)</td> <td style="text-align:center;"><u>10/2/23</u> Date</td> </tr> <tr> <td></td> <td></td> <td><input checked="" type="checkbox"/> <u>[Signature]</u> Director of Academic Services (if denied, attach justification))</td> <td style="text-align:center;"><u>10/4/23</u> Date</td> </tr> </table>		Approved	Denied	<input checked="" type="checkbox"/> <u>[Signature]</u> Department/Content Area Leader (if school sponsored)	<u>9/27/23</u> Date			<input checked="" type="checkbox"/> <u>[Signature]</u> Principal (if school sponsored)	<u>10/2/23</u> Date			<input checked="" type="checkbox"/> <u>[Signature]</u> Director of Academic Services (if denied, attach justification))	<u>10/4/23</u> Date												
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		<input checked="" type="checkbox"/> <u>[Signature]</u> Director of Academic Services (if denied, attach justification))	<u>10/4/23</u> Date																							
Course Approval	Any additional information may be submitted for consideration. (e.g. curriculum development members, meeting sign-in sheets, new/revise curriculum maps, letter of support, rationale, etc.) Note: Approval indicates approval to submit this course request to the Educational Program Committee for final approval. Denial requires communication with request originator, school principal/department administration, and Director of Academic Services Date of contact, if denied: _____ <table style="width:100%; border:none;"> <tr> <td style="width:10%; text-align:center;">Approved</td> <td style="width:10%; text-align:center;">Denied</td> <td style="width:60%;">_____</td> <td style="width:20%; text-align:center;">_____</td> </tr> <tr> <td></td> <td></td> <td>Principal</td> <td>Date</td> </tr> <tr> <td></td> <td></td> <td>_____</td> <td>_____</td> </tr> <tr> <td></td> <td></td> <td>Director of Academic Services</td> <td>Date</td> </tr> <tr> <td></td> <td></td> <td>_____</td> <td>_____</td> </tr> <tr> <td></td> <td></td> <td>Educational Programs Committee Chairperson</td> <td>Date</td> </tr> </table>		Approved	Denied	_____	_____			Principal	Date			_____	_____			Director of Academic Services	Date			_____	_____			Educational Programs Committee Chairperson	Date
Approved	Denied	_____	_____																							
		Principal	Date																							
		_____	_____																							
		Director of Academic Services	Date																							
		_____	_____																							
		Educational Programs Committee Chairperson	Date																							

Approved As Is Deny Modify _____



State of Wisconsin

Department of Agriculture, Trade and Consumer Protection



UWRF and DATCP Partner to Support the Wisconsin Meat Industry with High School Curriculum

FOR IMMEDIATE RELEASE: September 19, 2022

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River Falls, Wis. – The University of Wisconsin-River Falls (UWRF) and the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) recently announced the development of a high school meat science curriculum to create awareness of opportunities in and attract students to careers in the meat industry.

The project is funded by the [Meat Talent Development Program](#), a \$5 million program created by Gov. Tony Evers to strengthen the state's meat processing supply chain and workforce. DATCP Secretary Randy Romanski joined UWRF administrators and faculty on campus September 16 to make the announcement.

"This talent development program represents a significant investment in a major agricultural industry in Wisconsin, and demonstrates another meaningful collaboration between DATCP and UWRF", said Dale Gallenberg, Dean of the College of Agriculture, Food and Environmental Sciences.

"Development of curriculum, considering and assembling the tools that are needed for effective delivery, and offering an avenue for high school agricultural instructors to acquire these materials is a 'win-win' scenario for all involved," said Steve Kelm, Chair of the Animal and Food Science Department.

"Wisconsin's strong meat industry relies on a dedicated workforce," said DATCP Secretary Randy Romanski. "This new curriculum will serve as not only a vital tool for teaching high school students about another important sector of Wisconsin agriculture, but also help position meat industry jobs as a potential career path for these students to pursue after graduation."

Kurt Vogel, associate professor of animal science and director of the animal welfare lab on campus is the project director. He described how the idea developed from a group conversation involving multiple University of Wisconsin campuses and DATCP, and how that initial conversation brought together the team at UWRF that prepared the proposal.

Vogel went on to say, "For many of us, this is a project that has substantial meaning because we found our ways to our current careers through meat industry-related opportunities and experiences. It is an honor and a privilege to help provide that spark for the next generation."

Hannah Olsen, a graduate student working under Vogel in the Animal Welfare Lab is a key player in this project.

"I realized from my experiences in the classroom, both as a student and then as a teacher, that this program will have the ability to provide students and teachers with content not previously available."

With the guidance of the agriculture education faculty at UWRF, the modules being developed will meet state and national educational content standards. The comprehensive curriculum will include lesson plans, slide decks, worksheets, quizzes and two lab exercises. High schools will be able to apply for a kit that includes basic meat processing equipment.

When Jim Graham, professor of agricultural education shared information about this initiative with a few teachers the response was very favorable. Kally Koch, the agriculture education teacher at the Riverdale School District in Muscoda said she was able to develop a meat science unit for her students because she had family members with degrees in meat cutting. She knows of other instructors who are looking for this information.

"This will be a great program to help teachers who are new to teaching or new to meat science and would also provide additional support for those already teaching meat science to improve their curriculum."

David Kruse, the agriscience teacher at the Elkhorn School District summed up the need upon learning of the project from Graham.

"The last two years have highlighted the importance of the meat processing industry in Wisconsin and across the country. Efforts of high school agricultural education programs to help create student interest in the meat industry, to provide safe and high quality meat products for consumers, is an important part of helping the industry develop a stronger labor pool."

Photos:

[DATCP Secretary Randy Romanski speaks at announcement event](#)

[Dr. Kurt Vogel speaks at announcement event](#)

[UWRF holds event to announce new high school meat industry curriculum](#)

[Hannah Olsen](#)

[Riverdale High School students participate in a Meats Evaluation and Technology Career Development Event](#)

About UW-River Falls:

UWRF is a student-centered institution that provides excellent, accessible academic programs serving the needs of our region, the state and beyond.

About DATCP and the Meat Talent Development Program:

DATCP partners with all the citizens of Wisconsin to grow the economy by promoting quality food, healthy plants and animals, sound use of land and water resources, and a fair marketplace. For more information on DATCP, visit datcp.wi.gov and follow the department on [Facebook](#), [Twitter](#), and [Instagram](#).

The [Meat Talent Development Program](#) includes efforts to attract students to meat careers, provide financial support to students in Wisconsin meat processing training programs, support meat processing program development, and connect the industry with potential employees. In addition to the high school curriculum, the program continues to release new projects that support Wisconsin's meat industry workforce, including providing tuition reimbursement for HACCP trainings and the development of a [Meat Pathways website](#). For more information on this initiative, visit [DATCP's website](#) and sign-up for [email updates](#).

###

Find more DATCP news in our [newsroom](#), on [Facebook](#), [Twitter](#), and [Instagram](#).

Contact Us

2811 Agriculture Dr
P.O. Box 8311
Madison, WI 53708-8911

(608) 224-5012
(608) 224-5058 (TDD for hearing or
speech assistance)

Rules and Notices

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ENTER TO LEARN, LEAVE TO SERVE

AGRICULTURE CLASS EXPECTATIONS

Mr. Pechacek

ryan.pechacek@rfsd.k12.wi.us

715-425-1830 x 3775

Office Hours: Monday- Friday from 7:15-7:30 and 3:00-4:00



Food Products and Processing- River Falls High School

Total Credits: .5 credits

Course Length: 1 Term (9 weeks)

Course Description:

Creating a new food product to sell to the public can take a food company months, or even years, to complete! This class will focus on the entire process involved in the movement of food from the farm to the table. Students will work to create a unique product in class that they can produce and market within the school. As the class creates its product, many integral topics to food processing will be covered including methods of food preservation and techniques, monitoring the production process for safety, and creating an effective package, meat and vegetable processing.

Course Competencies

- History of the meat industry/food science
- Food Safety/ Sensory Testing
- Fermentation
- Farm to Fork
- Processing Foods- Meat and Plant
- Food and Nutrition Labeling
- Food Chemistry/ Biotechnology
- Food Preservation

What I Expect From YOU:

Come **PREPARED** for class each day including:

- Having a proper writing utensil
- Have a class **BINDER/Notebook** with paper (to be left in the classroom)
- Completed homework / assignment
- An open mind and an attitude ready to learn!

Be ready to **LEARN**:

- Be **in your seat** and ready to learn when the bell rings, and keep that attitude until dismissed by instructor.
- Take risks! Try new things. Who knows ... you might discover something interesting.
- Always try your best.

Take Responsibility for Yourself and your actions:

- Clean up after yourselves, Dispose of any waste in the proper locations, and recycle materials
- Turn in all work on time
- If you're absent – Check with a student/ or look on the schoology calendar for missing work.
- Be truthful and honest at all times
- Do what you know to be right, and take full responsibility for your actions

Maintain a **SAFE** learning environment for everyone.

- Respect others opinions as you would want them to respect your opinions
- Follow all safety guidelines
- Respect the classroom and materials because it's *OUR* learning environment
- Bring/borrow safety glasses and **wear** safety glasses if your class is using the shop!
- USE COMMON SENSE
- No **SWEARING!!** This is a swear free zone!!

Do Something!!!

Use what you learn in agriculture classes to help you in other classes, at work, at home, etc. Put your skills to work.

**** All school guidelines and policies listed in the student handbook apply at all times. Under NO circumstances will swearing, profanity, horseplay, cheating, dishonesty, or any other inappropriate behavior be tolerated...**

GRADING GUIDELINES

Grades will be assigned on the following scale:

- 93-100 = A
- 90- 92= A-
- 87-90 = B+
- 83-86 = B
- 80- 82 = B-
- 77- 79 = C+
- 73-76 = C
- 70- 72 = C-
- 67-69 = D+
- 60- 66 = D
- 0 – 59 = F



Breakdown of Grading:

- Formative Assessment (20%): Daily work, assignments, labs
- Summative Assessment (80%): Test, Quizzes, Projects

Transcripted Credit Retake Policy:

Retakes and/or resubmissions are not permitted once feedback has been provided and an item has been scored.

Once you have received a score on an assignment, project or test, you are no longer able to retake the assignment. This is only specific to your Transcripted Credit Grade

River Falls High School Reassessment Procedure

- Student scoring below a 70% on any administered summative assessment will be required to retake the identified assessment.
- The highest score a student can receive on a retake assessment is 75%
- Students scoring above a 75% will NOT have an opportunity for a retake as they have demonstrated the minimum or have exceeded the essential standards for the assessment.
- Students scoring between 70%-74% will have the opportunity to be a self-advocate with the instructor and may choose to retake the assessment to earn up to 75%.
- All retakes must be completed within 5 days after the end of the unit.

Action Project (SAE): All students will develop an individual agriculture related project/activity. This project must include a minimum of 10 hours of out of class work. Projects must be agriculture based and preferably relate to the class subject. Projects must be approved by the instructor. Projects could include volunteer work, agriculture employment, building/creating a product, conducting a research experiment, offering a service, etc. Students are required to keep record of hours spent, money spent, money earned, and a description of tasks/skills learned. At the end of the trimester students will turn in a project summary including a description of the project, records, skills acquired, and five pictures.

Late Work Policy:

Pay careful attention to due dates and times in Schoology. Assignments must be submitted by the due date specified in Schoology. Late work is not accepted in this course. Sometimes life may get in the way of submitting assignments on time. Contact your instructor via email prior to the assignment due date if you know you will not be able to complete your assignment on time to request an extension— typically up-to two days. Longer extensions will only be granted under extreme circumstances. Asking for an extension should be an exception, not a rule. If a student frequently requests extensions, they will need to meet with the instructor to discuss the need for the extensions as well as time management skills. Exceptions to this policy will be handled on a case-by-case basis at the discretion of the instructor

Tardy Policy:

- 1st tardy = verbal warning*
- 2nd = lunch detention*
- 3rd = two lunch detentions*

Discipline Procedure*:

- 1st offense = verbal warning*
- 2nd offense= parent contact*
- 3rd offense= written referral*

**for class disruption or similar offenses. All other offenses are handled in accordance to the RFHS student handbook.*

Technology Policy:

- *Your devices **MUST** be put away unless the instructor gives you permission to use it.*
- *The instructor will take devices away if the student fails to cooperate with the instructor.*

I, _____, have read and understand the agriculture class policies and expectations for Mr. Pechacek's class. If I have any questions or concerns, Mr. Pechacek's contact information has been provided on the first page.

My student _____ has read these in class and will do his/her best to meet expectations and follow class and school policies.

Parent/guardian signature _____

Student signature _____

Food Products and Processing Course

River Falls High School- Agriculture Dept.

Unit 1- History of the meat industry/food science (3-4 days)

Learning Objectives:

- Students will evaluate changes and trends in the food products and processing industry.
- Students will compare food science careers.
- Students will discuss the history of the meat science and food science industry

Assessment:

Introduction Lab

Career Assignment- Cargill Virtual Tour

Food Factory Case Study

Unit Portfolio

Unit 2- Food Safety/ Sanitation (5-7 days)

Learning Objectives:

- Students will Develop and evaluate SSOP for a food products and processing company.
- Students will Develop a plan to implement GMP for a food products and processing company.
- Students will perform basic equipment and facility maintenance in a food products and processing operation.
- Students will design an HACCP program for a food products and processing facility
- Students will demonstrate approved food products handling techniques.
- Students will demonstrate proper record keeping in a food products and processing system.

Assessment:

Lab Sanitation Procedures

Food Contamination Assignment

Food Safety Lab- Food Service Inventory

Onion Inquiry Lab

Foodborne Illness Assignment

Unit Portfolio

Unit 3- Sensory/ Farm to Fork (3-4 days)

Learning Objectives:

- Students will explain each sense and the impact it has on food
- Students will illustrate the steps from the farm to the plate.
- Students will evaluate food waste, world food supply, and food security (domestic and international)

Students Assessments:

Design a flow diagram of meat- processing operation

Taste test of various processed and fresh meat cuts.

Unit Project

Unit Portfolio

Unit 4- Food Processing (12-15 days)

Learning Objectives:

- Students will distinguish breed characteristics of beef, pork, lamb, veal, and poultry.
- Students will identify health and sanitation requirements in meat processing.
- Students will identify parts of the different carcasses from market animals and poultry.
- Students will list and describe all USDA grades of market animals and poultry.
- Students will list and discuss the techniques of slaughter of market animals.
- Students will investigate the role and responsibilities of a USDA meat inspector
- Students will distinguish and name wholesale, retail meat cuts of market animals and poultry.
- Students will identify the two components of thermal processing. (Principles of Retort Canning and Heat Transfer Modes in Retort Canning)
- Students will learn about food dehydration in meat, fruits and vegetables.

Students Assessments:

Health. Diseases and parasites of livestock and poultry case study

Meat inspection lab (ante and postmortem inspection, labeling, import and export inspection)

Meat animal carcass inspection lab (beef, veal, pork, lamb, and poultry)

Market Animal Slaughter Research Project and field trip

Identification of wholesale and retail cuts

Meat preservation process lab (canning, smoking, freezing, drying, salting, pickling)

Meat cutting, wrapping, and processing a carcass lab

Fruit and vegetable processing techniques and lab

Brats/ Beef Jerky Lab

Unit portfolio

Unit 5- Food and Nutrition labeling 4-6 days

Learning Objectives:

- Students will create a food package while taking into account weight and product requirements.
- Students will evaluate foods prepared for the fresh- food market based on factors such as shelf life, shrinkage, appearance and weight.
- Students will create and evaluate ready to eat food products
- Students will apply science principles to analyze the foods stored in various packages, to determine which materials retain desirable food qualities.
- Students will compare and contrast foods stored under varying conditions for quality, shelf life and intended use.
- Students will identify how consumers drive product development and are influenced by advertising and marketing.

Assessment:

Food labeling lab

Fresh, frozen and processed foods labeling project

Marketing techniques used in food products

Unit Portfolio

Unit 6- Food Chemistry (5-7 days)

Learning Objectives:

- Students will the general components and their roles in carbohydrates, lipids, proteins, enzymes, water, vitamins and minerals
- Students will learn about dairy products and dairy processing
- Students will learn about the science of cooking candy, cookies and soda products

Assessment:

Denaturing protein/ Manipulating protein changes Lab

Pancake lab

Cookie lab (Fats)

Vitamins/minerals in common foods, deficiencies project

PH- Pineapple lab

Unit Portfolio

Unit 7 Food Biotechnology- (3-4 days)

Learning Objectives:

- Students will examine the topics of genetically modified organisms (GMO)
- Students will identify Microbial growth factors and control of microorganisms
- Students will learn about plant, meat and lab grown meat

Assessment:

Plant-based, lab grown meat case study

GMO Project

Unit Portfolio

Agriculture, Food and Natural Resources (AFNR)

Content Area: FPP/ Food Production and Processing

Standards:

FPP1.a: Evaluate the significance and implications of changes and trends in the food products and processing industry

- **FPP1.a.5.h-** Evaluate changes and trends in the food products and processing industry and be able to predict trends and implications in the food products and processing industry.
- **FPP1.a.6.h-** Determine appropriate industry responses to consumer concerns to assure a safe and wholesome food supply.

FPP1.b: Work effectively with industry organizations, groups and regulatory agencies affecting the food products and processing industry.

- **FPP1.b.5.h-** Demonstrate how to interact effectively with organizations, groups and regulatory agencies that affect the food products and processing programs.
- **FPP1.b.6.h-** Prepare a plan for implementation of industry standards in food products and processing programs.

FPP2.a: Manage operational procedures and create equipment and facility maintenance plans.

- **FPP.a.6.h-** Develop and evaluate SSOP for a food products and processing company.
- **FPP2.a.7.h-** Develop a plan to implement GMP(Good Manufacturing Practices) for food products and processing company.
- **FPP2.a.8.h-** Perform basic equipment and facility maintenance in a food products and processing operation.

FPP2.b: Implement Hazard Analysis and Critical Control Point(HACCP) procedures to establish operating parameters.

- **FPP2.b.6.h-** Design an HACCP program for a food products and processing facility.

FPP2.c: Apply safety and sanitation procedures in the handling, processing and storing of food products.

- **FPP2.c.9.h-** Demonstrate approved food product handling techniques.
- **FPP2.c.11.h-** Conduct and interpret microbiological tests for food-borne pathogens and implement corrective procedures.
- **FPP2.c.12.h-** Demonstrate proper record keeping in a food products and processing system.

FPP2.d: Demonstrate worker safety procedures with food products and processing equipment and facilities.

- **FPP2.d.3.h-** Create a check list of industry- used safety procedures and evaluate school lab safety procedures.

FPP3.a: Apply principles of science to food processing to provide a safe, wholesome and nutritious food supply.

- **FPP3.a.16.h-** Explain how the chemical and physical properties of food influence nutritional values and eating quality.
- **FPP3.a.10.m-** Design a daily food guide for a healthful diet.
- **FPP3.a.11.m-** Compare and contrast food constituents and their relative value to product taste, appearance, etc.
- **FPP3.a.19.h-** Formulate and explain incorporation of additives into food products.
- **FPP3.a.20.h-** Prepare and label foods according to the established standards of regulatory agencies.

- **FPP3.a.21.h-** Perform sensory testing and marketing functions to characterize preference and market potential.

FPP4.a.- Use harvesting, selection and inspection techniques to obtain quality of food products for processing.

- **FPP4.a.5.m-** Discuss factors that affect quality and yield grades of food products
- **FPP4.a.12.h-** Investigate the role and responsibilities of a USDA meat inspector

FPP4.b: Evaluate, grade and classify processed food products

- **FPP4.b.7.h-** Evaluate, grade and classify processed meat, egg, poultry, fish and dairy products.
- **FPP4.b.8.h-** Evaluate, grade and classify processed products from fruits and vegetables.

FPP4.c: Process, preserve, package and present food and food products for sale and distribution.

- **FPP4.c.13.h-** Create a food package while taking into account weight and products requirements.
- **FPP4.c.14.h-** Evaluate foods prepared for the fresh- food market based on factors such as shelf life, shrinkage, appearance and weight.
- **FPP4.c.15.h-** Preserve foods using various methods and techniques
- **FPP4.c.16.h-** Create and evaluate ready- to- eat food products.

RIVER FALLS SCHOOL DISTRICT NEW OR REVISED COURSE REQUEST

All new and revised River Falls School District curricula are developed by instructors and/or a group of individuals which may be comprised of content area teachers, school administrators, higher education representative(s), Director of Academic Services, parents/guardians, and community members. Their role is to determine the need for the additional course or course revision with regard to Common Core State Standards and/or Wisconsin Content Academic Standards and RFSB Policies and Regulations. A curriculum map and/or course scope and goals document must be designed and submitted to the Director of Academic Services, for the River Falls School District for final approval. Questions may be directed to the Academic Services Office at (715) 425-1800 ext. 1102.

Contact	School/Department : <u>Science</u> Date: <u>11/6/2023</u>		
	Contact Person: <u>Amanda Eggert</u> Phone/Email : <u>Amanda.eggert@rfsd.k12.wi.us</u>		
Course Information	Select all that apply: <input checked="" type="checkbox"/> Proposed New Course <input type="checkbox"/> Revision to Existing Course <input type="checkbox"/> Title Change		
	Full/Proposed Course Title : <u>Biology</u>		
	Previous Title (if changed) _____		
	Level/Type: <input type="checkbox"/> Middle School <input checked="" type="checkbox"/> High School		
Justification	Please check the box next to each statement that pertains to the need for the proposed new course or course revision:		
	<input checked="" type="checkbox"/> Need for this course has been identified based on student assessment or knowledge of school curriculum gaps and/or school initiatives. <input checked="" type="checkbox"/> Need for this course has been identified through educational leadership, student assessment, community, and/or business input(s). <input type="checkbox"/> Courses in the current curriculum do not address the need for this course. <input type="checkbox"/> Other: _____		
	In the space provided below, add a short narrative justifying the checked statements above and illustrating how the new course or course revision will integrate with and complement the program offered at your school or in the River Falls School District.		
	Student science assessment data shows that there is a need for a guaranteed and viable curriculum for all students. In creating a Biology course that will be required for all students as a part of their science credits we can ensure that all students are having a common science experience. This course, in addition to Broadfield Science, ensures that students are exposed to all NGSS Life Science standards. Students will still be able to choose to further explore areas of interest through the life science elective courses.		
Approval to Develop/Revise	Signatures below signify approval to explore the development/revision of the above named course.		
	Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>	<u>ASJ</u> <u>10/23/23</u> Date
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>[Signature]</u> <u>10/23/23</u> Date
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Nate Schuman</u> <u>10/24/23</u> Date
Course Approval	Any additional information may be submitted for consideration. (e.g. curriculum development members, meeting sign-in sheets, new/revise curriculum maps, letter of support, rationale, etc.) Note: Approval indicates approval to submit this course request to the Educational Program Committee for final approval. Denial requires communication with request originator, school principal/department administration, and Director of Academic Services		
	Date of contact, if denied: _____		
	Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	_____ Principal Date
	<input type="checkbox"/>	<input type="checkbox"/>	_____ Director of Academic Services Date
	<input type="checkbox"/>	<input type="checkbox"/>	_____ Educational Programs Committee Chairperson Date

Approved As Is Deny Modify _____

School District of River Falls
Finance and Facilities Committee meeting Report

Monday, November 13, 2023 - 6:00 PM

District Office

852 E Division Street

River Falls, Wisconsin 54022

The Board of Education's Finance and Facilities Committee meeting was held on Monday, November 13, 2023 at District Office, 852 E Division Street, River Falls, Wisconsin 54022. Chair Miller called the meeting to order at 6:00 pm. It was ascertained that notice of the meeting had been properly posted in the appointed locations, and sent to the *Star-Observer*, *Pierce County Journal*, WEVR Radio Station, and the *Eau Claire Leader-Telegram*.

PRESENT

Committee members Mike Miller (Chair), Bob Casey and Alison Page were present. Also present were Board members Lindsey Curtis, Cindy Holbrook, and Stacy Johnson Myers. Superintendent Jamie Benson, Director of Finance and Facilities Lynette Coy, Director of Human Resources & Leadership Development Dave Bell and Director of Academic Services Nate Schurman were also present.

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. 2023-24 Budget Update

The Director of Finance & Facilities provided the committee with an update on the 2023-24 budget.

5. Project Oversight Committee Update

The Director of Finance & Facilities provided an update from the November 7, 2023, Project Oversight Committee meeting.

6. Recently Approved Property Purchase Update

The Director of Finance & Facilities provided an update on the recently approved property purchase.

7. Financial Advisor Services

The administrative team provided a request for proposal (RFP) for Financial Advisor Services. Approval for the RFP will be sought at the November 20, 2023 Board of Education meeting.

8. Proposed/suggested items for the next regular and future Finance & Facilities meeting agenda(s)

As always, committee members were given the opportunity to suggest items for future committee and/or Board meeting agendas. It was requested to continue to provide updates on the property purchase, as needed.

9. Schedule next Finance & Facilities Committee meeting

Finance and Facilities Committee meeting, Monday, December 11, 2023, 6:00 p.m.

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

10. ADJOURN

Chair Mike Miller adjourned the meeting @ 6:38 pm.

Mike Miller, Finance and Facilities Committee Chair

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

Monday, November 13, 2023 - at 7:00 PM or immediately following the 6:00 PM Finance & Facilities meeting
District Office
852 E Division Street
River Falls, Wisconsin 54022

The Board of Education's Personnel Committee meeting was held on Monday, November 13, 2023 at District Office, 852 E Division Street, River Falls, Wisconsin 54022. Chair Johnson Myers called the meeting to order at 6:39 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, and Alison Page were present. Superintendent Jamie Benson, Director of Human Resources and Leadership Development David Bell, Director of Finance and Facilities Lynette Coy, and Director of Academic Services Nate Schurman were also present.

1. CALL TO ORDER - 6:39 PM

2. MANNER OF PUBLIC NOTIFICATION OF MEETING

3. HEARING OF VISITORS OR DELEGATIONS

4. 2024-25 SCHOOL YEAR CALENDAR

The calendar committee and administrative team recommended a school year calendar for 2024-25.

Action: Motion by Casey, second by Holbrook to approve the 2024-25 school year calendar. Motion passed unanimously.

5. CERTIFIED STAFFING UPDATE

The committee discussed the recruitment and selection of the Interim High School Assistant Principal and other staffing updates.

Action: None, informational only.

6. HIGH SCHOOL SECRETARY JOB DESCRIPTION

The administrative team recommended updates to the duties and responsibilities of the High School Secretary job description.

Action: Motion by Holbrook, second by Casey to approve revisions to the High School Secretary Job Description. Motion passed unanimously.

7. SOFTWARE AND STAFF DEVELOPMENT FACILITATOR JOB DESCRIPTION

The IT department recommended updates to the duties and responsibilities of the Software and Staff Development Facilitator job description.

Action: Motion by Casey, second by Holbrook to approve revisions to the Software and Staff Development Facilitator Job Description. Motion passed unanimously.

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

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

Action: Board members requested a review of technology systems and cybersecurity protocols. The administration will determine the appropriate committee meeting to address this request.

9. SCHEDULE NEXT PERSONNEL COMMITTEE MEETING

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

Recommended Action: Set the meeting schedule as follows:

Personnel Committee meeting, Monday, December 11, 2023, 7:00 p.m. *(or immediately following Finance & Facilities)*

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

10. **ADJOURN AT 7:23 PM**

Stacy Johnson Myers, Personnel Committee Chair

School District of River Falls
2024-25 SCHOOL CALENDAR – DRAFT

August 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♦	30

*20-21 – New Teacher Orientation
 26-29 – Teacher In-service*

September 2024 **20**

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

*2 – No School (Labor Day)
 3 – First Student Day*

October 2024 **22**

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	

*7 – No School (Teacher In-service)
 (HS Virtual Day)*

November 2024 **17**

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

*5 – No School (Teacher In-service, Election)
 27-29 – No School (Thanksgiving Break)*

December 2024 **15**

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

23-31 – No School (Winter Break)

January 2025 **20**

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

*1, 20 – No School (Vacation)
 27 – No School (Teacher In-service)*

February 2025 **19**

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

*17 – No School (Teacher In-service)
 (HS Virtual Day)*

March 2025 **16**

M	T	W	TH	F
3	4	5	6	7T
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

17-21 – No School (Spring Break)

April 2025 **21**

M	T	W	TH	F
	1	2	3	4Q
7♦*	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

7 – No School (Teacher In-service)

May 2025 **20**

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	30

*16 – No School (Teacher In-service)
 26 – No School (Memorial Day)*

June 2025 **5**

M	T	W	TH	F
2	3	4	5	6
9♦*	10	11	12	13
16	17	18	19	20
23	24	25	26	27

*6 – Last Day of School
 9 – Teacher In-service*

Quarters (Secondary):

- 1: 9/3/24-11/4/24 (44 days)
- 2: 11/6/24-1/24/25 (46 days)
- 3: 1/28/25-4/4/25 (43 days)
- 4: 4/8/25-6/6/25 (42 days)

Trimesters (Elementary):

- 1: 9/3/24-11/26/24 (59 days)
- 2: 12/2/24-3/7/25 (59 days)
- 3: 3/10/25-6/6/25 (57 days)

First Student Day: September 3, 2024
 No School Days:
 Graduation Day: TBD
 Last Student Day: June 6, 2025
 Possible Make-Up Days: *

Student Days	175
Parent Teacher Conference Days	2
Work/In-service Days ♦	11
Total Days	188

**School District of River Falls
Job Description
HIGH SCHOOL SECRETARY**

MINIMUM QUALIFICATIONS:

1. Have a strong willingness and ability to relate effectively, collaboratively, and cordially with others.
2. Be proficient in the use of technology.
3. Have strong organizational, interpersonal, and communication skills.
4. Demonstrate the ability to work independently, take initiative, and solve problems.
5. Able to maintain confidentiality.
6. Hold a High School diploma, but a 2-year associate degree and/or post-secondary credits preferred.
7. Have experience working in an educational setting.

POSITION SUMMARY:

The High School Secretary is expected to have knowledge of school information, provide clear communication, maintain confidentiality, and contribute to a friendly-service orientated office staff. The position is often expected to perform multiple duties simultaneously with a high level of accuracy.

REPORTS TO:

High School Principal and Assistant High School Principal

PERFORMANCE RESPONSIBILITIES:

GENERAL SECRETARIAL DUTIES

1. Provide organizational assistance and administrative support to the High School Principal and Assistant Principals.
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 High School Principal and Assistant Principal and related staff.
7. Suggest means for improving office systems and procedures.
8. Perform all other duties as assigned by the High School Principal and/or an Assistant Principal.

SPECIFIC RESPONSIBILITIES

1. Oversee student and visitor check-in.
2. Ensure appropriate background check for all visitors.
3. Responsible for daily student attendance, generating truancy paperwork as applicable.
4. Operate office equipment, such as copiers, troubleshoot machine malfunctions as necessary.
5. Send email notifications through the student information system.
6. Prepare newsletters and weekly staff announcements as needed.
7. Monitor security cameras and alert administration to safety concerns.
8. Ensure all safety communications devices are charged and functional.
9. Assist with the student registration process.
10. Update website, handbooks, and forms as needed.
11. Track staff absences and arrange for coverage of unfilled positions.
12. Ensure that all substitute teacher folders are up to date.
13. Help substitute teachers and paraprofessionals locate their room, folders, and daily lesson plans.
14. Communicate with custodial and maintenance staff when building issues arise.
15. Assist the school counselors with student entries and withdrawals.
16. Review initial budget requests.
17. Assist the office of the principal with requisitions.
18. Prepare budget grid and principal's summary sheets.
19. Record purchase orders and reimbursements to appropriate accounts.
20. Check in supplies as they arrive.
21. Handle freight problems, shortages/damages.
22. Monitor expenditures for all departments.

School District of River Falls
Job Description
SOFTWARE AND STAFF DEVELOPMENT FACILITATOR

MINIMUM QUALIFICATIONS:

1. Have a strong willingness and ability to relate effectively, collaboratively, and cordially with others.
1. Have knowledge and skills related to computer hardware, software, and computer use in a broad spectrum of educational programs.
2. Understand student database management and its impact across the district.
3. Have strong organizational, interpersonal, and communication skills.
4. Able to work with people with varying degrees of technology experience.
5. Be committed to high professional standards and ethics.

POSITION SUMMARY:

The Software and Staff Development Facilitator (SSDF) provides guidance, training, and general assistance to district staff. The SSDF will provide support to employees in overcoming software-related obstacles, organize access to technology-based educational tools, and aid in the protection of student and staff data.

REPORTS TO:

Supervisor of Information Technology Services

PERFORMANCE RESPONSIBILITIES:

1. Assist administrators and teachers in the evaluation and selection of software.
2. Assist technical support staff with new software and software upgrade installations, computer setup and imaging process.
3. Provide instruction to staff members on an individual or small group basis on software, hardware, and hardware peripherals.
4. Initiate, facilitate or conduct structured computer use inservice programs or activities for administrators, teachers and other district staff.
5. Document, distribute and maintain technology devices.
6. Help staff become self-sufficient with non-classroom software.
7. Be responsible for the compilation and verification of state reporting data.
8. Assist staff with data exports for the Department of Public Instruction, federal reporting, and other required reports or data requests.
9. Oversee district-level databases to maintain consistency and accuracy.
10. Develop and maintain student and staff access required through a safe and secure single sign-on.
11. Manage and maintain all end user accounts throughout the district. This includes, but is not limited to, Active Directory, Google Admin, Infinite Campus, and other educational software.
12. Help staff troubleshoot access and functionality issues with educational software, Google Apps for Education, employee management (i.e. Skyward), student information system (i.e. Infinite Campus) and learning management (i.e. Schoology).
13. Maintain data connections from the student information system and learning management system to third party vendors.
14. Assist Communications staff with website functionality.
15. Perform all other duties as assigned.

Revised 11/13/23

SAFETY DRILL EVALUATION

(Must be submitted to the school board within 30 days of drill)

SCHOOL NAME: Greenwood Elementary

DATE AND TIME OF DRILL: October 18th, 2023

PERSON SUBMITTING REPORT: Kate Skappel

SPECIFIC "SCHOOL VIOLENCE" SCENARIO DRILLED: Lockdown

(ie. active shooter, lockdown, or evacuation due to threatened violence)

BRIEF QUANTITATIVE ASSESSMENT and/or BRIEF QUALITATIVE NARRATIVE

(indicating what school learned about (for example) the application of its safety plan, the scenario-specific procedures, and/or staff and student readiness.)

September 15: Parents notified of district safety plan.

Week of September 25th and October 2nd: Discussion-Based Exercise (introduction/seminar/workshop).

1. School Resource Officer will visit classrooms and present ALICE plan to students
 - a. (Grades 3-5) Week of September 25
 - b. (Grades K-2) Week of October 2
2. Teachers will read & discuss book "I'm not scared. I'm prepared." to K-5 classrooms
3. Students will complete various activities from the I'm Not Scared I'm Prepared activity book.

Week of October 9: Discussion-Based Exercise (Orientation).

4. Students will tour the classroom and building
 - a. Classroom tours will make students aware of exits, phones, first aid supplies, light switches.
 - b. Building tours will make students aware of exits, the layout of the school, and ensure students know who our staff members are.

***Week of October 16:** Operations-Based Exercises (Class based walk-through speed)

5. Elementary teachers will teach students the importance of listening and following directions the first time they are given in a safety situation.
6. Elementary teachers and students will conduct a "hideout"/lockdown and barricade of classroom doors.
 - a. Students will learn how to distract an intruder if necessary.
7. Elementary teachers will practice evacuation with their students.

- We sent home our notice of lockdown preparation and drill procedures to all families on September 18, 2023 via our Greenwood Weekly. We received no opt-out requests for the drill events.
- Office Gottfredsen met with our 3-5 students on Monday, September 25th and our K-2 students on October 2nd to review intruder safety (ALICE).
- Our lockdown drill was scheduled for 1:10 pm on October 18th. We reviewed our procedures during our staff meeting that morning as we have a significant number of new staff to our building this year.
- At 1:10 pm Mrs. Skappel announced that we were going to practice our lockdown drill and all

classrooms were to go into lockdown status.

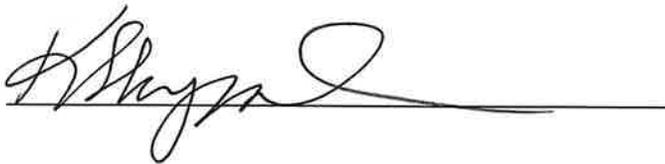
- Mrs. Skappel, Mrs. Desvousges and Mr. Lacey went through the halls to check that all classrooms were locked down appropriately. No children were found in the bathrooms or outside of a locked-down classroom.
- We announced the end of the drill at 1:16 pm and classes resumed as usual.
- We had one room (our conference room) that wasn't in lockdown. We found out the PA system speaker volume was turned down so they did not hear the announcement. Once informed, they went into lockdown status. The speaker in that room has been turned up to avoid future issues.

Certifications:

Our School Board will meet to discuss this drill on _____ during our monthly full board meeting.

Our school certifies that this drill was conducted on _____ and this written evaluation was sent to and reviewed by the school board on _____

Principal Signature: _____



Superintendent Signature: _____

School Board President Signature: _____

SAFETY DRILL EVALUATION

(Must be submitted to the school board within 30 days of drill)

SCHOOL NAME: Rocky Branch Elementary

DATE AND TIME OF DRILL: October 18th, 2022

PERSON SUBMITTING REPORT: Ashley Bingenheimer

SPECIFIC "SCHOOL VIOLENCE" SCENARIO DRILLED: Lockdown

(ie. active shooter, lockdown, or evacuation due to threatened violence)

BRIEF QUANTITATIVE ASSESSMENT and/or BRIEF QUALITATIVE NARRATIVE

(indicating what school learned about (for example) the application of its safety plan, the scenario-specific procedures, and/or staff and student readiness.)

September 15: Parents notified of district safety plan.

Week of September 25th and October 2nd: Discussion-Based Exercise (introduction/seminar/workshop).

1. School Resource Officer will visit classrooms and present ALICE plan to students
 - a. (Grades 3-5) Week of September 25
 - b. (Grades K-2) Week of October 2
2. Teachers will read & discuss book "I'm not scared. I'm prepared." to K-5 classrooms
3. Students will complete various activities from the I'm Not Scared I'm Prepared activity book.

Week of October 9: Discussion-Based Exercise (Orientation).

4. Students will tour the classroom and building
 - a. Classroom tours will make students aware of exits, phones, first aid supplies, light switches.
 - b. Building tours will make students aware of exits, the layout of the school, and ensure students know who our staff members are.

***Week of October 16:** Operations-Based Exercises (Class based walk-through speed)

5. Elementary teachers will teach students the importance of listening and following directions the first time they are given in a safety situation.
6. Elementary teachers and students will conduct a "hideout"/lockdown and barricade of classroom doors.
 - a. Students will learn how to distract an intruder if necessary.
7. Elementary teachers will practice evacuation with their students.

Rocky Branch: Lockdown Drill 10/18 @ 9:50am

- The series of safety activities and drills went very well this fall. Zero families opted their child out of the safety practice at Rocky Branch. Officer Gottfredsen, our School Resource Officer, meets with all of our students to discuss school safety. This is followed by teachers leading workshop exercises, orientation exercises and finally walk throughs. The culminating activity is a lockdown drill. The timing of this drill was not announced to staff until 5 minutes prior. Everyone was aware of the date of the

drill and knew that it would occur prior to 11am. Students and staff know this drill is coming and are reminded it is only a drill. The automated lockdown announcement is activated from the office.

- We held our lockdown drill at a time when 5th grade students were at specials and all other grades were in their classrooms. During the drill, Ashley Bingenheimer, Natalie Benusa, and Heather Bechtold walked through the building to check that doors were locked and classrooms were silent. None of us were able to hear any student voices or noises coming from within the classroom.
- Some doors were unlocked: 1 class with a substitute teacher, the door to the conference room hallway, and one of the side doors to the library. This was good information for us to review and ensure that all doors remain locked throughout the day with a magnet available.
- The entire process lasted roughly 10 minutes. I had great feedback from teachers regarding students taking the drill seriously and following directions well.

Certifications:

Our School Board will meet to discuss this drill on _____ during our monthly full board meeting.

Our school certifies that this drill was conducted on _____ and this written evaluation was sent to and reviewed by the school board on _____

Principal Signature: 

Superintendent Signature: _____

School Board President Signature: _____

SAFETY DRILL EVALUATION

(Must be submitted to the school board within 30 days of drill)

SCHOOL NAME: Westside Elementary

DATE AND TIME OF DRILL: October 18th, 2023

PERSON SUBMITTING REPORT: Chris Kamrath

SPECIFIC "SCHOOL VIOLENCE" SCENARIO DRILLED:

(ie. active shooter, lockdown, or evacuation due to threatened violence)

BRIEF QUANTITATIVE ASSESSMENT and/or BRIEF QUALITATIVE NARRATIVE

(indicating what school learned about (for example) the application of its safety plan, the scenario-specific procedures, and/or staff and student readiness.)

September 15: Parents notified of district safety plan.

Week of September 25th and October 2nd: Discussion-Based Exercise (introduction/seminar/workshop).

1. School Resource Officer will visit classrooms and present ALICE plan to students
 - a. (Grades 3-5) Week of September 25
 - b. (Grades K-2) Week of October 2
2. Teachers will read & discuss book "I'm not scared. I'm prepared." to K-5 classrooms
3. Students will complete various activities from the I'm Not Scared I'm Prepared activity book.

Week of October 9: Discussion-Based Exercise (Orientation).

4. Students will tour the classroom and building
 - a. Classroom tours will make students aware of exits, phones, first aid supplies, light switches.
 - b. Building tours will make students aware of exits, the layout of the school, and ensure students know who our staff members are.

***Week of October 16:** Operations-Based Exercises (Class based walk-through speed)

5. Elementary teachers will teach students the importance of listening and following directions the first time they are given in a safety situation.
6. Elementary teachers and students will conduct a "hideout"/lockdown and barricade of classroom doors.
 - a. Students will learn how to distract an intruder if necessary.
7. Elementary teachers will practice evacuation with their students.

Westside: 10/18 @ 2:00pm

- Westside did very well with the safety drills this fall. We had one student opt out of the drills. Officer Gottfredsen, our middle and elementary school resource officer for the district, met with each grade level of students to review school safety and how they can support this process.
- On October 18th our school had our annual lock-down drill. Staff were aware of this drill in advance. It was at a time when all students would be in their classrooms, rather than at lunch or specials.
- Prior to the drill it was emphasized to staff to focus on the doors being locked, students having their

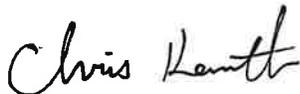
voices off and students being out of sight of the interior doors and windows.

- The drill started with an announcement of the drill. Once the announcement happened Chris Kamrath and Janel Hanson walked the halls to ensure that the doors were locked and that they could not see or hear staff or students.
- None of the doors were unlocked and no students or staff were able to be heard. Two doors had window covers on their doors which were shifted to allow some sight into the room. One of these windows made it visible to see a staff member. Feedback was provided to our staff to not rely on the window covering to keep you from being seen but rather to ensure you are outside of the sightline of the window regardless if the window is covered.
- The drill ended with another announcement emphasizing to staff and students their positive work and that this was a drill. An email was then to parents to inform them of the drill. They were aware it would happen sometime that week due to the plan communicated to them.
- Our drill lasted approximately 10 minutes from the first announcement to the second. I received positive feedback from staff regarding student behavior. We are very proud of how our students and staff did in this drill.

Certifications:

Our School Board will meet to discuss this drill on _____ during our monthly full board meeting.

Our school certifies that this drill was conducted on _____ and this written evaluation was sent to and reviewed by the school board on _____

Principal Signature: 

Superintendent Signature: _____

School Board President Signature: _____

SAFETY DRILL EVALUATION

(Must be submitted to the school board within 30 days of drill)

SCHOOL NAME: RFPME

DATE AND TIME OF DRILL: September 28, 2023 at 2pm

PERSON SUBMITTING REPORT: Kai Rodgers

SPECIFIC "SCHOOL VIOLENCE" SCENARIO DRILLED: Evacuation

BRIEF QUANTITATIVE ASSESSMENT and/or BRIEF QUALITATIVE NARRATIVE

(indicating what school learned about (for example) the application of its safety plan, the scenario-specific procedures, and/or staff and student readiness.)

On Thursday, September 28th, all students and staff performed our evacuation drill to Westside Elementary School. We left at approximately 1:55 pm and returned to RFPME at approximately 2:30 pm. 177 students were present and 20 staff performed the drill.

Prior to our evacuation drill, teachers explained the drill and why we needed to practice. Students were prepared. At 1:55, Kai announced to the school via intercom that it was time to begin our evacuation drill to Westside Elementary. Classes assembled in a line and teachers counted their students, brought their emergency folders and began walking single file. Our Health Aide brought all medications, first aid kit, and red emergency bag. Our Safety Patrol escorted our students and ensured safe crossing at all intersections. Paras and support staff assisted our children with neurodivergence and special needs as appropriate.

Upon arrival at Westside, students walked to the cafeteria and sat at tables designated for their class. Students were silent as they listened and watched for instructions. After three minutes of silence, Kai addressed the school to thank all students and staff for a safe, calm evacuation. Classes were dismissed one at a time to return to RFPME.

Certifications:

Our School Board will meet to discuss this drill on _____ during our monthly full board meeting.

Our school certifies that this drill was conducted on _____ and this written evaluation was sent to and reviewed by the school board on _____

Principal Signature: *Kai Rodgers*

Superintendent Signature: _____

School Board President Signature: _____

SAFETY DRILL EVALUATION

(Must be submitted to the school board within 30 days of drill)

SCHOOL NAME: Meyer Middle School

DATE AND TIME OF DRILL: Week of 9/25/23

PERSON SUBMITTING REPORT: Brian Buck

SPECIFIC "SCHOOL VIOLENCE" SCENARIO DRILLED: Please see plan below
(ie. active shooter, lockdown, or evacuation due to threatened violence)

BRIEF QUANTITATIVE ASSESSMENT and/or BRIEF QUALITATIVE NARRATIVE

(indicating what school learned about (for example) the application of its safety plan, the scenario-specific procedures, and/or staff and student readiness.)

School District of River Falls Middle School Intruder/Shooter Drill Plan 2023-2024 School year

*Parents will be notified of our plan via letter and will have the opportunity to opt out:
September 15, 2023

- All TA teachers should follow this drill plan during the week to cover all school safety activities below.
- During the week, all teachers should take a few minutes during each period to discuss the closest emergency exit near their room and what they would do in their classroom if there was an intruder.

Monday 9/25/23:

- Fire Drill with evacuation
- Normally we look for smoke before we evacuate. We will assume there is smoke and we need to evacuate.

Tuesday 9/26/23:

- Show students the loom video regarding Speak Up Speak Out (7 mins).
- <https://www.loom.com/share/42b767a6b49148ddb77c89f04b845e57?sid=f2646474-36a1-49aa-9e67-3863c664e380>
- Please show the students the link on our website and answer any questions they have regarding threat reporting.

Wednesday 9/27/23:

- Present ALICE Slides Presentation. There is a 7 minute ALICE video in the presentation. You can use this ALICE Companion Guide to help with your presentation and discussion.
- Discuss ALICE and answer any student questions. Make sure to discuss how we properly barricade our rooms and why we will most likely barricade in this building.
- Show students the MMS Rally Points and discuss where to go during an evacuation <https://drive.google.com/file/d/1nFhIHfEyPeWYITOVUmitsngAS6BqEKdP/view?usp=sharing>

Thursday 9/28/23:

- 7:45-7:55 - Please talk to your TA students about what makes a good barricade and take time to discuss how you will barricade your door.
- **At 7:55am, there will be an announcement to barricade all doors. After 20 seconds, Buck, the counseling staff, and Officer G will be walking around checking doors to make sure they are locked and barricaded.**
- There will be an announcement when the drill is over.

Our drills and practice went very well. Officer Gottfredsen and I met after our Thursday drills and gave some feedback to staff. During the intruder drill, Officer Gottfredsen, our counseling staff and I checked all doors for locks, barricades, and to make sure students were out of sight and quiet. Our staff appreciated breaking this down into four days instead of doing everything all at once. Our school focuses on the lockdown and barricade part of ALICE. We do this because the design of our school makes our hallways more dangerous than barricading in a room. An intruder could shoot from one end to the other and we don't want our students in the hallways. Half of our classrooms are interior and do not have windows. The best option for these rooms is to barricade. During the week we had each teacher discuss the outlay of their room, the nearest exits, and the closest rally point to their classroom if we ever had to evacuate. We had no parent/student requests to sit out of any drills or safety activities this year.

Certifications:

Our School Board will meet to discuss this drill on 11/20/23 during our monthly full board meeting.

Our school certifies that these drills were conducted during the week of 9/25/23 and this written evaluation was sent to and reviewed by the school board on 11/20/23.

Principal Signature:  _____

Superintendent Signature: _____

School Board President Signature: _____

SAFETY DRILL EVALUATION

(Must be submitted to the school board within 30 days of drill)

SCHOOL NAME: River Falls High School

DATE AND TIME OF DRILL: September 18, 2023

PERSON SUBMITTING REPORT: Taryl Graetz - Assistant Principal

SPECIFIC "SCHOOL VIOLENCE" SCENARIO DRILLED:

(ie. active shooter, lockdown, or evacuation due to threatened violence)

BRIEF QUANTITATIVE ASSESSMENT and/or BRIEF QUALITATIVE NARRATIVE

(indicating what school learned about (for example) the application of its safety plan, the scenario-specific procedures, and/or staff and student readiness.)

Officer Jensen, Mr. Luedtke, and Ms. Graetz met and discussed with Mr. Schurman the importance of completing ALICE training before Homecoming week. Officer Jensen and Ms. Graetz presented to RFHS staff about the procedures for school safety for the school year, including the expectation for showing the ALICE slides and video the expectations for conducting the block and barricade drill. Staff members, particularly new staff members were able to receive further individual training from Officer Jensen or their mentors.

September 6, 2023 Staff Meeting - Officer Jensen and Taryl Graetz

- [Officer Jensen](#) training visuals to staff
- Staff needs to complete [Room Security Controls](#) by the end of **9/15/23**
- Time provided during staff meeting to answer questions

ALICE TRAINING - September 18th

- [2nd BLOCK - \(10-12 minutes\) Video/Slides](#)
- 4th BLOCK - (15 minutes) Block and Barricade

What do I do if we are required to evacuate?

- Listen for announcement on location where we would evacuate (Wildcat Center or Athletic Fields)
- The main office will provide you a sign and you will need to organize yourself by WIN

SEATING CHARTS

- Have you placed a copy of your first term seating charts in our crisis binder? This is the expectation for ALL teachers.

Fire Alarm Procedures:

- If you hear the fire alarm, staff should wait for an announcement from the main office. If instructed to evacuate, staff should visually check hallways for safety before leading students to exit.

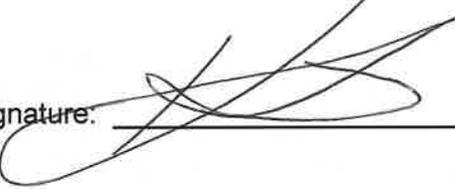
The staff and students respond well to the ALICE training and we will look to remake⁵⁰

the ALICE video with updated students and staff members as it helps the students pay attention and take the training seriously when the video features our school.

Certifications:

Our School Board will meet to discuss this drill on _____ during our monthly full board meeting.

Our school certifies that this drill was conducted on _____ and this written evaluation was sent to and reviewed by the school board on _____

Principal Signature:  _____

Superintendent Signature: _____

School Board President Signature: _____

SAFETY DRILL EVALUATION

(Must be submitted to the school board within 30 days of drill)

SCHOOL NAME: Renaissance Academy

DATE AND TIME OF DRILL: September 20th and October 24th, 2023

PERSON SUBMITTING REPORT: Chris Silver

SPECIFIC "SCHOOL VIOLENCE" SCENARIO DRILLED:

(ie. active shooter, lockdown, or evacuation due to threatened violence)

BRIEF QUANTITATIVE ASSESSMENT and/or BRIEF QUALITATIVE NARRATIVE

(indicating what school learned about (for example) the application of its safety plan, the scenario-specific procedures, and/or staff and student readiness.)

Activities leading up to the .

August 30th, Officer Bryan Jensen spoke to staff about ALICE and related updates as part of our staff in-service.

September 20th. Officer Bryan Jensen presented information on the ALICE model to all students and staff during our afternoon meeting. It also included what students should do when law enforcement arrives, threat reporting, and school safety responsibilities as staff, students, and community members. Parents were notified by email prior to our presentation and run-through. Specific information that was shared included:

- Visitor access (students do not open doors for visitors) Must seek staff member
- Communication within our building
 - There is no PA system at Hagedsted Hall
- Securing doors and barricading
- Students in open areas (commons) Explained what to do if they are in the open
- Importance of students being out of site
- Procedures for students in the hallway and bathrooms
- Lights off
- Don't answer knock on door
- Evacuation if possible including when and how
- Detailed review of rally point

Intruder/barricade Drill

October 24th.

At 11:15, Mr. Silver made a PA announce that there is a lock down. Staff were told ahead of time that this would also be a barricade practice.

Students responded and staff validated and corrected responses. The zig zag site approach was discussed.

Blinds would be drawn in all classrooms and the front office.

Doors should be locked at all times.

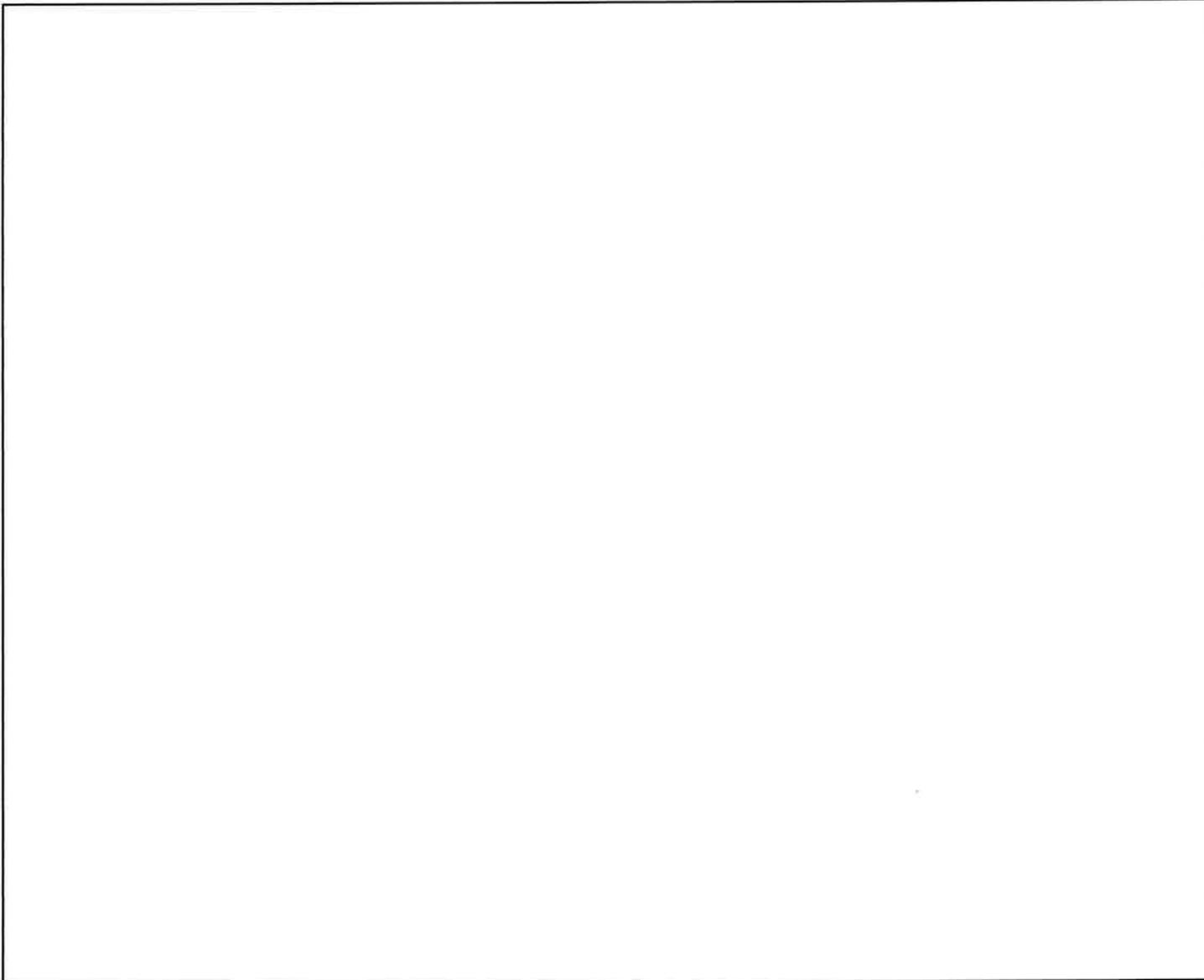
There were a few things that were noted during the drill as office Jensen and Mr. Silver inspected the building.

-There were no blinds to close in the shop window. There is a clear line of sight.

-Lights were not turned off in one classroom

-There were students in the nurse's office and Zen room. Both students turned off the lights and locked the doors but did not barricade.

-One teacher did not pre-lock their door and did not have magnets in place.



Certifications:

Our School Board will meet to discuss this drill on _____ during our monthly full board meeting.

Our school certifies that this drill was conducted on _____ and this written evaluation was sent to and reviewed by the school board on _____

Principal Signature: 

10/24/23

Superintendent Signature: _____

School Board President Signature: _____

SCHOOL DISTRICT OF RIVER FALLS
River Falls, Wisconsin 54022

342.3

GIFTED AND TALENTED PROGRAMS

The School District of the River Falls shall provide for the needs of gifted and talented students as defined by Section 118.35, Wisconsin Statutes. Program leadership will be provided by **the Gifted and Talented Teacher in conjunction with the Director of Academic Services**. ~~an identified designee of the gifted and talented program.~~

The district recognizes that the ~~individual~~ talents and social/emotional ~~aspects~~ **characteristics** of a gifted learner may require modifications in teaching, counseling and programming to meet the unique and diverse needs of these students. The district will ~~identify~~ **outline** steps ~~for the identification of~~ **to identify** students who demonstrate high performance capability in intellectual, creative, artistic, leadership, or specific academic areas.

All identified gifted and talented students enrolled in the school district shall be provided access to academic programming that will ~~meet~~ **address** their personalized needs. Students may be recommended ~~based on identified abilities~~ **to receive support as a gifted and talented student, as outlined in 342.2-Rule, Gifted and Talented Identification Procedures**. ~~by administration, teachers, and parents.~~ Students will participate in district identified assessments ~~to determine their qualification as a gifted student and~~ to target specific areas of ~~abilities~~. A Differentiated Education Plan (DEP) will **may** be developed ~~through a team process by the Gifted and Talented Teacher~~, to support the needs of each individual students. ~~And The DEP will be reviewed and updated on an annual basis.~~

The **G**ifted and **T**alented **teacher, or** designee, shall report to the Board of Education the number of gifted and talented pupils who participated in the program and ~~such~~ other information ~~that may be~~ **as** requested.

LEGAL REF.: Sections 118.35 (3) Wisconsin Statutes
121.02(1)(t)

CROSS REF.: 342.3-Rule, Gifted and Talented Identification Procedures
342.3-Exhibit, Gifted and Talented Recommendation Form

APPROVED: October 16, 2017

REVISED:

SCHOOL DISTRICT OF RIVER FALLS
River Falls, Wisconsin 54022

342.3-Rule

GIFTED AND TALENTED IDENTIFICATION PROCEDURES

The School District of River Falls supports each student's learning experience by providing developmentally appropriate opportunities to learn and demonstrate identified knowledge, skills, and dispositions. The school district believes all students deserve an education commensurate with their personalized, academic needs. While the needs of each child are usually able to be met through the core curriculum through differentiations, some students require access to advanced academic programming, curriculum or grade level acceleration to reach their fullest potential.

While the district recognizes that there are various areas of giftedness including intellectual, creative, artistic, leadership or specific academic areas, the procedures outlined below are intended to identify how the School District of River Falls will screen and qualify students for gifted and talented **programming in all areas of giftedness**. ~~intellectual/academic identification. At this time, the other areas of giftedness are supported through classroom differentiation and other school-based programming.~~

Creative/Artistic/Leadership Identification Procedures:

1. Students can be recommended for gifted and talented identification by parent(s)/guardian(s), teacher(s), and/or administrators. A Gifted and Talented Recommendation Form (Exhibit 342.3) should be completed and sent to the Director of Academic Services to initiate the qualification process.
2. If a student is recommended, the Gifted and Talented teacher will collaborate with the person providing the recommendation, and with teachers connected to the area of giftedness aligned with the recommendation.
3. The Gifted and Talented teacher may request a Student Characteristic Inventory be completed by the parent and teacher to aid in the evaluation process. The Gifted and Talented teacher may also conduct observations of the student, with parent permission, in the area of giftedness.
4. If the student demonstrates advanced capacity in the recommended area of giftedness, based on the Gifted and Talented teacher's evaluation, the student will be identified as gifted and talented. Students demonstrating giftedness in these areas will be supported through classroom differentiation and school-based programming, in collaboration with the Gifted and Talented teacher.

Intellectual/Academic Identification Procedures:

1. Students can be recommended for gifted and talented identification by parent(s)/guardian(s), teacher(s), and/or administrators. A Gifted and Talented Recommendation Form (Exhibit 342.3) should be completed and sent to the Director of Academic Services to initiate the qualification process. **The Gifted and Talented teacher will monitor district-wide student data as another means to identify gifted and talented students that should be recommended for gifted and talented programming.**

2. If a student is recommended, data will be reviewed by team members (e.g., Parent(s)/Guardian(s), Building Administrator, ~~Director of Academic Service~~, School Psychologist, ~~School Counselor~~, Grade-Level Teacher). Data reviewed may include, but is not limited to:
 - ~~o Classroom Formative and Summative Assessments~~
 - o Report Cards; Student Cumulative File Review
 - o District Assessments (e.g., Benchmark Assessment System (BAS), Fastbridge, ~~AIMSweb Plus~~, ~~Star~~, PALS)
 - o State Assessments (e.g., Forward)
 - o Student Characteristic Inventories form from parents and teachers

The student will demonstrate they exceed grade level expectation on classroom, district, and state indicators by at least one grade level or at the “Advanced” level of performance.

- a. ~~If the Students does~~ that meet the spirit of the above criteria, **will be identified as gifted and talented.** ~~gifted and talented identification procedures will continue.~~
 - b. If the student does not meet the spirit of the above criteria, gifted and talented identification procedures will conclude.
3. **Students who meet the above criteria and score in the 98th percentile in local benchmark assessments and state Forward Assessments will be eligible for a DEP. Parents will be notified by the Gifted and Talented Teacher to discuss the merits of a DEP and develop the DEP if requested by the parents.**
 4. **Differentiated Educational Plans (DEPs) should be reviewed annually to discuss student progress and needs and determine if any modifications to the plan are needed. It is recommended that, if possible, the review take place in the fall to ensure a seamless plan and transition to the next grade level. All team members should be part of this annual review.**
 5. **If team members, as identified in #2, decide more information is necessary to make determination about the qualification of a student,** the District will ~~consider and~~ utilize cognitive ability assessment(s) that are responsive to factors such as, but not limited to, the student’s economic conditions, race, gender, culture, native language, developmental differences, and identified disabilities.
 6. The ~~Director of Academic Services or Building Administrator~~ building principal or school psychologist will contact the parent(s)/guardian(s) to ~~confirm receipt and~~ obtain written consent to begin testing. Once consent is received, the trained district staff member ~~identified employee~~ (e.g. **Building G/T Liaison, Gifted and Talented Teacher**, Instructional Coach, School Psychologist, ~~School Staff Member~~) will administer a cognitive abilities screener which may include the Cognitive Abilities Test (CogAT), Naglieri Nonverbal Ability Test (NNAT2), or other identified intelligence assessment to determine if the student’s performance is at or above the 89th percentile. ~~If this criteria is met, further cognitive ability testing will be initiated by the School Psychologist.~~
 - a. **If the student does** meets the the above criteria, they will be identified as gifted and talented.
 - b. **If the student does not meet the above criteria, gifted and talented identification procedures will conclude.**

- ~~7. If a student meets the initial criteria outlined in #4, the School Psychologist will obtain parent(s)/guardian(s) consent to administer a district identified cognitive ability assessment (e.g., Wechsler Intelligence Scale for Children—V Edition, Kaufman Assessment Battery for Children—2nd Edition).~~

~~The School District of River Falls will consider outside testing administered by a licensed psychologist. District staff will review outside assessment results and, if deemed valid, accept results. If the assessment results do not provide definitive results, the administration of additional assessment(s) will be required~~

- ~~8. The District Multi-Level Systems of Support (MLSS) will convene to review all student data and ability assessment results to determine gifted and talented identification. Additionally, the student's principal, teacher(s), and parent(s)/guardian(s) are invited to attend; however, parent/guardian participation is not mandatory. **The District MLSS team consists of Building Administrators, School Psychologists, Instructional Coaches, Director of Academic Services, and the Director of Student Services.*~~

~~Student performance must meet the below criteria identified: _____~~

- ~~a. The student performed at or above the 89th percentile on a cognitive ability screening assessment (e.g., CogAT, NNAT2)~~
- ~~b. The student performed at or above the 97th percentile on a test of cognitive abilities.~~
- ~~c. The student performed at the "Advanced" level on current state assessment data.~~
- ~~d. The student demonstrates that they exceed grade level expectations on district and/or classroom-based indicators by at least one grade level (e.g., Star)~~

- ~~7. If the student meets the criteria listed in this procedure, identified criteria for gifted and talented, then the team will establish a Differentiated Education Plan. Differentiated Educational Plans (DEPs) should be reviewed annually to discuss student progress and needs and if any plan modifications are needed. It is recommended that the review take place in the fall to ensure a seamless plan and transition to the next grade level. All team members should be part of this annual review.~~
- ~~8. If a student does not meet criteria for gifted and talented, the team will consider advanced learning opportunities, as appropriate.~~

LEGAL REF.: Sections 118.35 (3) Wisconsin Statutes
121.02(1)(t)

CROSS REF.: 342.3, Gifted and Talented Programs
342.3-Exhibit, Gifted and Talented Recommendation Form

APPROVED: September 23, 2019

REVISED: