

C-FC Board of Education Agenda Information

April 20th, 2022

8. Consent Agenda

- A. A-D Minutes
- E. Vouchers
- F. Approve recommendation to hire:
 - Lindsey Johnson – High School Math Teacher
BS – Math Secondary Education with a minor in Music Theory from UW-River Falls; Completing a MA – Curriculum & Instruction in May; 10 years of experience; \$55,000
 - Shane Sandberg – 7th – 9th English/ Language Arts
BA- English, BA History, BA Humanistic Studies (Ancient/Medieval Studies) from UW-Green Bay; 2 years of experience; \$40,000
 - Natalie Jasnoch – 1st Grade Teacher
BS- Elementary Education from Winona State University; 1st year teacher; \$39,000

9. Recognitions/Donations

- A. Karen Knospe for years of service to the Board – certificate & plaque
- B. Rita Greshik for years of service to the Board – certificate

10. Presentation

- A. Strategic Plan Action Teams (see attached documents)

11. Information Items

- A. Principal's Report

- B. Superintendent's Report
 - Personnel
 - Judson Ehmen – 2nd shift Custodian
 - Christopher Pickering – short-term Special Ed. Paraprofessional

- C. CESA Report
- D. SAT Report

12. Action Items

- A. Discuss and consider recommendation to approve the purchase and adoption of HMH Into to Reading and Intro to Literature as the new K-8 Reading/ Language Arts resource
 - quote is attached
- B. Discuss and consider recommendation to approve a Learning Center Coordinator position
 - Wage = \$17.00 / hr
- C. Discuss and consider recommendation to approve the District Communication plan
 - attached
- D. Discuss and consider recommendation for superintendent succession plan
 - Committee to discuss? Interim? Internal? External?

13. Discussion Items

- A. None

Action Plan Teams

Action Plan Teams are scheduled to meet on the 4th Wednesday of each month during PLC time (did not meet in Nov. & Dec. due to the Holidays).

1.1.B – Meet in Jesse Cyrus’s Room

Action: Develop an embedded, school year-spanning, collaborative, and comprehensive ACT prep program across the 9-11 curriculum
Susan Baloun
Sol Simon
Steve Stevenson
Jesse Cyrus
Savannah Sixty - Presenting
Kyle Garriets

1.2.C – Meet in Jenna Todd’s Room **** Joined with 2.3B**

Action: Develop and implement a Social/Emotional Health (SEH) program in grades K-6 that develops long-lasting foundational skills to become contributing community members and successful students
Kyler Sullivan
Leslie Hoffman
Jenna Todd *
Bill Wilhelmi
Dave Williams - (moved to 1.2.D)
Tristan Schmidtknecht - Presenting
Laurie Marsh (moved from 2.3. D)

2.3.B – Meet in Jenny Slaby’s Room **** Joined with 1.2.C**

Action: Implement a research supported character education program for grades K-8; 9-12
Amanda McKitty

Heidi Noll
Brooke Barrios (moved to 1.2.D)
Lora Johansen
Jennifer Slaby

1.2.D – Meet in Laura Glander’s Room

Action: In grades 1-12, implement “What I Need Time” (WIN Time) to provide specific career planning, SEH curriculum and individualized learning opportunities
Andrea Robinson
Laura Glander
Allison Doelle
Andreya Schmitt
Keli Burchill
Dave Williams (moved from 1.2.C) - Presenting
Brooke Barrios (moved from 2.3.B)

1.3.B – Meet in Mary Bollinger’s Room

Action: Utilize Professional Learning Communities (PLC) to analyze MAP data after fall, winter, spring test windows and develop individualized learning plans for 100% of students not on target. (<i>processes and procedures to analyze information in a consistent manner; format for individual learning plans</i>)
Mary Bohlinger – co-presenter
Theresa McCamley
Roberta Farrand
Rebecca Dutton – co-presenter

2.1.A – Meet in Wayne King’s Room

Action: Review, update, and communicate district safety plan (<i>expand stakeholder group</i>)

Sarah Puetz
Pam Prenot - Presenting
Brian Janezich
Lance Litchfield
Wayne King

2.2.C – Meet in Beth Stryeski’s Room

Action: Increase mental health supports, training and implementation
Beth Stryeski – Presenting
Kim Zahrte
Tracy Iberg
Diane Bjorge
Mary Kay Looney

2.3.D – Meet in Kaarin Kjo’s – Elementary Art Room

Action: Celebrate academics and other achievements (as we do sports)
Andrea Hasslinger
Melissa Mikelson -Presenting
Kaarin Kjos
Laurie Marsh (moved to 1.2.C)
Kelsey Smith

5.2.A – Meet in Dawn Powers – Spec Ed conference room

Action: Recruit and increase parent involvement opportunities
Afton Fischer
Deanna Wiersgalla – Presenting

Brian Holt
Dawn Powers
Wendy Baures

Cochrane - Fountain City School District Strategic Plan

'21-22 - Action Plans

1. Student Academic Achievement and Success		
Goal	High student achievement and growth driven by educational programming which allows each student to meet their academic potential and empower them to be college or career and community ready.	
Objectives	Actions	Year
1. Average ACT exam score will be at or above the state average for 11th graders.	A. Conduct individual conferences with all 11th grade students to analyze their post-secondary school choice and ACT score	'22-23
	B. Develop an embedded, school year-spanning, collaborative, and comprehensive ACT prep program across the 9-11 curriculum	'21-22 - Develop '22-23 - Implement
2. All students will be college, career and community ready.	A. 100% of students in grades 5-12 will have an Academic and Career Plan	'21-22 (Dave Williams)
	B. Conduct an annual CAREER EXPLORATION EVENT for all HS students	'23-24
	C. Develop and implement a Social/Emotional Health (SEH) program in grades K-6 that develops long-lasting foundational skills to become contributing community members and successful students	'21-22 - Develop '22-23 - Implement
	D. In grades 1-12, implement "What I Need Time" (WIN Time) to provide specific career planning, SEH curriculum and individualized learning opportunities.	'22-23 - K-5 '21-22 - 6-12

Cochrane - Fountain City School District Continuous Improvement Plan

<p>3. Every student in grades 1-8 will achieve or exceed 1 or more years of academic growth in math and ELA annually.</p>	<p>A. Annually conduct a data review</p> <p>B. Utilize Professional Learning Communities (PLC) to analyze MAP data after fall, winter, spring test windows and develop individualized learning plans for 100% of students not on target.</p> <p>C. A multi-tier support system (MTSS)/RTI will be implemented in K-12 to provide academic support for all students.</p>	<p>'21-22 (Admin Team; 8/21; annual)</p> <p>'21-22 - Learn to analyze '23-24 - Learning Plans</p> <p>'22-23 - develop '23-24 - implement</p>
<p>4. Improve average Forward exam scores in both math & ELA to above the state average</p>	<p>A. Annually conduct a data review</p> <p>B. Utilize PLC to analyze math and ELA essential learning outcomes annually.</p> <p>C. Develop and implement 7-12 cross-curricular expectations for all content areas to support math and ELA ELO's.</p> <p>D. Utilize PLC to analyze MAP data after fall, winter, spring test windows and develop individualized learning plans for 100% of students not on target (same as #3 above)</p>	<p>'21-22 (Admin Team)</p> <p>'22-23</p> <p>'22-23 - develop '23-24- implement</p> <p>'21-22 - Learn to analyze '23-24 - Learning Plans</p>
<p>5. Explore ways to increase elective classes and program offerings</p>	<p>A. Explore partnerships with post-secondary institutions to offer articulated credit classes</p> <p>B. Explore different school schedules and alternate year classes</p>	<p>'21-22 (Admin Team)</p> <p>'23-24</p>

Cochrane - Fountain City School District District Continuous Improvement Plan

2. School Culture		Actions	Priority
Goal	Create a safe physical, emotional, and social environment where responsibility and respect are expected and demonstrated by all.		
Objectives			
1. Ensure a safe physical environment	A. Review, update, and communicate district safety plan (Expand stakeholder group)	'21-22	
	B. Develop 10 year Facilities Management plan	'22-23	
2. Create a safe social & emotional environment	A. Provide educational opportunities for staff and students in accepting of all students as they are.	'22-23 - staff '23-24 - students	
	B. Develop/ Implement a Digital Citizenship program/curriculum that includes parent education	'22-23	
3. Teach and support positive behavior (responsibility and respect)	C. Increase Mental Health supports, training and implementation	'21-22	
	D. Increase student -peer partnerships; tutoring; mentoring	'22-23	
	A. Fully implement a PBIS system in grades PK-12	'22-23	
	B. Implement a research supported character education program for grades K-8; 9-12	'21-22- develop '22-23 - implement	
	C. Embed community service as part of school culture	'23-24	

Cochrane - Fountain City School District District Continuous Improvement Plan

		D. Celebrate academics and other achievements (as we do sports)	'21- 22
3. Staff & Personnel			
Goal	Proactively recruit, develop, and retain high quality staff that reflects our commitment to high student achievement		
Objectives	Actions	Priority	
1. Create a comprehensive staffing/HR process	A. Develop a New Teacher mentor program	'21-22 (Steve; done 8/21; annual revision)	
	B. Review HR forms and processes	'22-23	
	C. Conduct Staff Satisfaction Survey	'21-22	
	D. Develop Staff Recognition program	'23-24	
	E. Develop Employee Exit Survey	'22-23	
2. Develop a strategy to increase staff development for all employee groups	A. Create a staff development pathway to access outside training	'23-24	
	B. Create a method to communicate staff development opportunities that align with district goals	'22-23	
	C. Increase staff leadership opportunities	'21-22 (Admin Team - ongoing)	

Cochrane - Fountain City School District District Continuous Improvement Plan

<p>3. Continue to develop/improve compensation model to remain competitive with local market</p>	<p>A. Revise compensation plan for all employee categories</p> <p>B. Continue to explore benefit offerings</p> <p>C. Research and potentially implement in-district daycare to retain staff with families</p>	<p>'21-22 (Jo-Ellen – Done)</p> <p>ongoing</p> <p>'21-22 - research '22-23- plan (ongoing)</p>
<p>4. Fiscal Responsibility</p>		
<p>Goal</p>	<p>Demonstrate fiscal responsibility by maintaining a financially healthy and stable district that supports student learning</p>	
<p>Objectives</p>	<p>Actions</p>	<p>Priority</p>
<p>1. Increase communication regarding the financial state of the district</p>	<p>A. Establish financial benchmarks to regularly view and communicate the financial landscape of the district to the Board</p> <p>B. Educate board members on different aspects of school finance</p> <p>C. Educate staff on the impact of total compensation on the district budget</p> <p>D. Investigate using a financial service to develop a multi-year budget forecast</p> <p>E. Work with Comm/Tech Specialist to develop community education plan</p>	<p>'21-22 (move to '22-23)</p> <p>'22-23</p> <p>'22-23</p> <p>'23-24</p> <p>'23-24</p>

Cochrane - Fountain City School District District Continuous Improvement Plan

2. Maintain a balanced budget	A. Review budget to ensure alignment with district goals	'21-22 (Done 8/21 - ongoing)
3. Review & update compensation scales to be competitive	A. Review and update compensation plan for all employee groups	'21-22 (Done – 8/21)
	B. Review and update compensation plan for activities and co-curriculars	'22-23
5. Communication and Community Engagement		
Goal	The C-FC school district will improve communication and engagement with C-FC parents and community	
Objectives	Actions	
1. Increase mutually beneficial relationships in the community	A. Work with local municipalities to increase housing opportunities/zoning	'23-24
	B. Support the expansion of Broadband/high speed internet and other public initiatives that would benefit students in ALL our communities	ongoing
2. Increase purposeful engagement of key stakeholder groups	A. Recruit and increase parent involvement opportunities	'21-22
	B. Increase Superintendent listening sessions/ events	'21-22 (Jo-Ellen)
	C. Community visioning workshops to provide input into the strategic plan	'21-22 (Done 7/21)
	D. Strategically, invite community members into classrooms to share their talents	'22-23

Cochrane - Fountain City School District District Continuous Improvement Plan

	E. Develop a formal community volunteer program	'22-23
	F. Develop an Alumni program	'22-23
3. Develop a clear, positive communication strategy for internal and external stakeholders	A. Develop communication plan	'21-22 (Done 4/21)
4. Develop a comprehensive C-FC Brand and positive marketing strategy	A. Hire a Communication/ Technology Specialist	'21-22 (Done 7/21)
	B. Develop a comprehensive C-FC Brand and positive marketing strategy	'21-22



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Proposal #008343635

Prepared For

Cochrane-Fountain City SD

Attention:

Jo Ellen Fairbanks

jfairbanks@cfc.k12.wi.us

For the Purchase of:

Into Reading GRK-5 & Into Literature GR6-8 7-Year

Prepared By

Katelyn Keller

katelyn.keller@hnhco.com

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Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

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Proposal for Cochrane-Fountain City SD

ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
Grade K					
Student Digital Licenses					
1810879	9780358574729 Into Reading Student License Digital 7 Year Grades K-6 Package Includes: Digital Student Resources 7 Year Grades K-6 Implementation Success	\$112.00	33	\$3,696.00	
Total for Student Digital Licenses		\$3,696.00			
Teacher Digital Licenses					
1809720	9780358566014 Into Reading Teacher License Digital with Teacher's Corner 7 Year Grades K-6 Package Includes: Digital Teacher Resources 7 Year Grades K-6 Access to Teacher's Corner	\$525.00			4
Total for Teacher Digital Licenses		\$0.00			
A la Carte Items Available for Purchase					
Teacher Materials					
1805118	9780358526346 Into Reading Teacher Guide Set Grade K	\$150.00	4	\$600.00	
1736143	9781328639035 Into Reading Big Book Set Grade K	\$220.00	4	\$880.00	
1803398	9780358517016 Into Reading Read Aloud Set Grade K	\$120.00	4	\$480.00	
1742471	9780358056287 Into Reading Instructional Card Kit Grade K	\$69.45	4	\$277.80	
1738477	9780358019831 Into Reading Start Right Reader Set of 6 Grade K	\$162.00	4	\$648.00	
1721083	9781328522900 Into Reading Tabletop Minilessons Reading Grade K	\$31.00	3	\$93.00	
1716734	9781328491602 Into Reading Tabletop Minilessons English Language Development Grade K	\$31.00	3	\$93.00	
1736277	9780358001508 Into Reading Rigby Leveled Library with Take and Teach Lessons Grade K	\$1,000.00	1	\$1,000.00	
Student Materials					
1805089	9780358526056 Into Reading Student myBook 7 Year Print Grade K	\$66.50	38	\$2,527.00	
Total for A la Carte Items Available for Purchase		\$6,598.80			
Total for Grade K		\$10,294.80			

Grade 1 Student Digital Licenses

1810879	9780358574729 Into Reading Student License Digital 7 Year Grades K-6 Package Includes: Digital Student Resources 7 Year Grades K-6	\$112.00	38	\$4,256.00	
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Implementation Success					
Total for Student Digital Licenses		\$4,256.00			
Teacher Digital Licenses					
1809720	9780358566014 Into Reading Teacher License Digital with Teacher's Corner 7 Year Grades K-6 Package Includes: Digital Teacher Resources 7 Year Grades K-6 Access to Teacher's Corner	\$525.00			4
Total for Teacher Digital Licenses		\$0.00			
A la Carte Items Available for Purchase					
Teacher Materials					
1805119	9780358526353 Into Reading Teacher Guide Set Grade 1	\$150.00	4	\$600.00	
1714678	9781328468970 2020 Into Reading Writing Workshop Teacher's Guide Grade 1	\$42.00	4	\$168.00	
1805124	9780358526407 Into Reading Teaching Pal Set Grade 1	\$38.00	3	\$114.00	
1736147	9781328639097 Into Reading Big Book Set Grade 1	\$84.00	4	\$336.00	
1736145	9781328639059 Into Reading Read Aloud Set Grade 1	\$88.00	4	\$352.00	
1736148	9781328639103 Into Reading Trade Classroom Library Single Copy Set Grade 1	\$24.85	4	\$99.40	
1742472	9780358056294 Into Reading Instructional Card Kit Grade 1	\$73.05	4	\$292.20	
1738478	9780358019848 Into Reading Start Right Reader Set of 6 Grade 1	\$259.20	4	\$1,036.80	
1721084	9781328522917 Into Reading Tabletop Minilessons Reading Grade 1	\$31.00	3	\$93.00	
1716735	9781328491619 Into Reading Tabletop Minilessons English Language Development Grade 1	\$31.00	3	\$93.00	
1736278	9780358001515 Into Reading Rigby Leveled Library with Take and Teach Lessons Grade 1	\$1,000.00	1	\$1,000.00	
Student Materials					
1805098	9780358526148 Into Reading Student myBook Softcover Set 7 Year Print Grade 1	\$66.50	43	\$2,859.50	
Total for A la Carte Items Available for Purchase		\$7,043.90			
Total for Grade 1		\$11,299.90			

Grade 2 Student Digital Licenses

1810879	9780358574729 Into Reading Student License Digital 7 Year Grades K-6 Package Includes: Digital Student Resources 7 Year Grades K-6 Implementation Success	\$112.00	40	\$4,480.00	
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ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
Total for Student Digital Licenses		\$4,480.00			
Teacher Digital Licenses					
1809720	9780358566014 Into Reading Teacher License Digital with Teacher's Corner 7 Year Grades K-6 Package Includes: Digital Teacher Resources 7 Year Grades K-6 Access to Teacher's Corner	\$525.00			4
Total for Teacher Digital Licenses		\$0.00			
A la Carte Items Available for Purchase					
Teacher Materials					
1805120	9780358526360 Into Reading Teacher Guide Set Grade 2	\$150.00	4	\$600.00	
1714679	9781328469809 2020 Into Reading Writing Workshop Teacher's Guide Grade 2	\$42.00	3	\$126.00	
1805125	9780358526414 Into Reading Teaching Pal Set Grade 2	\$38.00	3	\$114.00	
1736146	9781328639080 Into Reading Read Aloud Set Grade 2	\$132.00	4	\$528.00	
1736149	9781328639110 Into Reading Trade Classroom Library Single Copy Set Grade 2	\$24.85	3	\$74.55	
1742513	9780358056300 Into Reading Instructional Card Kit Grade 2	\$75.05	4	\$300.20	
1738479	9780358019855 Into Reading Start Right Reader Set of 6 Grade 2	\$172.80	4	\$691.20	
1721085	9781328522924 Into Reading Tabletop Minilessons Reading Grade 2	\$31.00	3	\$93.00	
1716736	9781328491626 Into Reading Tabletop Minilessons English Language Development Grade 2	\$31.00	3	\$93.00	
1736279	9780358001522 Into Reading Rigby Leveled Library with Take and Teach Lessons Grade 2	\$1,000.00	1	\$1,000.00	
Student/ Materials					
1805099	9780358526155 Into Reading Student myBook Softcover Set 7 Year Print Grade 2	\$66.50	45	\$2,992.50	
Total for A la Carte Items Available for Purchase		\$6,612.45			
<u>Total for Grade 2</u>		\$11,092.45			
<u>Grade 3</u>					
Student Digital Licenses					
1810879	9780358574729 Into Reading Student License Digital 7 Year Grades K-6 Package Includes: Digital Student Resources 7 Year Grades K-6 Implementation Success	\$112.00	30	\$3,360.00	
Total for Student Digital Licenses		\$3,360.00			
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Teacher Digital Licenses					
1809720 9780358566014	Into Reading Teacher License Digital with Teacher's Corner 7 Year Grades K-6 Package Includes: Digital Teacher Resources 7 Year Grades K-6 Access to Teacher's Corner	\$525.00			4
Total for Teacher Digital Licenses		\$0.00			
A la Carte Items Available for Purchase					
Teacher Materials					
1805121 9780358526377	Into Reading Teacher Guide Set Grade 3	\$150.00	4	\$600.00	
1714680 9781328469816	2020 Into Reading Writing Workshop Teacher's Guide Grade 3	\$42.00	3	\$126.00	
1805126 9780358526421	Into Reading Teaching Pal Set Grade 3	\$38.00	3	\$114.00	
1736150 9781328639127	Into Reading Trade Classroom Library Single Copy Set Grade 3	\$24.85	3	\$74.55	
1721086 9781328522931	Into Reading Tabletop Minilessons Reading Grade 3	\$31.00	3	\$93.00	
1716737 9781328491633	Into Reading Tabletop Minilessons English Language Development Grade 3	\$31.00	3	\$93.00	
1736280 9780358001539	Into Reading Rigby Leveled Library with Take and Teach Lessons Grade 3	\$1,000.00	1	\$1,000.00	
Student Materials					
1805100 9780358526162	Into Reading Student myBook Softcover Set 7 Year Print Grade 3	\$66.50	35	\$2,327.50	
Total for A la Carte Items Available for Purchase		\$4,428.05			
Total for Grade 3		\$7,788.05			

Grade 4					
Student Digital Licenses					
1810879 9780358574729	Into Reading Student License Digital 7 Year Grades K-6 Package Includes: Digital Student Resources 7 Year Grades K-6 Implementation Success	\$112.00	31	\$3,472.00	
Total for Student Digital Licenses		\$3,472.00			
Teacher Digital Licenses					
1809720 9780358566014	Into Reading Teacher License Digital with Teacher's Corner 7 Year Grades K-6 Package Includes: Digital Teacher Resources 7 Year Grades K-6 Access to Teacher's Corner	\$525.00			3
Total for Teacher Digital Licenses		\$0.00			
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ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
A la Carte Items Available for Purchase					
Teacher Materials					
1805122	9780358526384 Into Reading Teacher Guide Set Grade 4	\$150.00	3	\$450.00	
1714681	9781328469823 2020 Into Reading Writing Workshop Teacher's Guide Grade 4	\$42.00	2	\$84.00	
1805127	9780358526438 Into Reading Teaching Pal Set Grade 4	\$38.00	2	\$76.00	
1736151	9781328639134 Into Reading Trade Classroom Library Single Copy Set Grade 4	\$24.85	2	\$49.70	
1721087	9781328522948 Into Reading Tabletop Minilessons Reading Grade 4	\$31.00	2	\$62.00	
1716738	9781328491640 Into Reading Tabletop Minilessons English Language Development Grade 4	\$31.00	2	\$62.00	
1736281	9780358001546 Into Reading Rigby Leveled Library with Take and Teach Lessons Grade 4	\$1,000.00	1	\$1,000.00	
Student Materials					
1805101	9780358526179 Into Reading Student myBook Softcover Set 7 Year Print Grade 4	\$66.50	36	\$2,394.00	
Total for A la Carte Items Available for Purchase		\$4,177.70			
Total for Grade 4		\$7,649.70			

Grade 5

Student Digital Licenses

1810879	9780358574729 Into Reading Student License Digital 7 Year Grades K-6 Package Includes: Digital Student Resources 7 Year Grades K-6 Implementation Success	\$112.00	39	\$4,368.00	
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Total for Student Digital Licenses

\$4,368.00

Teacher Digital Licenses

1809720	9780358566014 Into Reading Teacher License Digital with Teacher's Corner 7 Year Grades K-6 Package Includes: Digital Teacher Resources 7 Year Grades K-6 Access to Teacher's Corner	\$525.00			3
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Total for Teacher Digital Licenses

\$0.00

A la Carte Items Available for Purchase

Teacher Materials

1805123	9780358526391 Into Reading Teacher Guide Set Grade 5	\$150.00	3	\$450.00	
1714682	9781328469830 2020 Into Reading Writing Workshop Teacher's Guide Grade 5	\$42.00	2	\$84.00	
1805128	9780358526445 Into Reading Teaching Pal Set Grade 5	\$38.00	2	\$76.00	

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ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
1736153 9781328639141	Into Reading Trade Classroom Library Single Copy Set Grade 5	\$24.85	2	\$49.70	
1721088 9781328522955	Into Reading Tabletop Minilessons Reading Grade 5	\$31.00	2	\$62.00	
1716739 9781328491657	Into Reading Tabletop Minilessons English Language Development Grade 5	\$31.00	2	\$62.00	
1736282 9780358001553	Into Reading Rigby Leveled Library with Take and Teach Lessons Grade 5	\$1,000.00	1	\$1,000.00	
Student Materials					
1805102 9780358526186	Into Reading Student myBook Softcover Set 7 Year Print Grade 5	\$66.50	44	\$2,926.00	
Total for A la Carte Items Available for Purchase		\$4,709.70			

Total for Grade 5 **\$9,077.70**

Grade 6

Student Digital Licenses

1810772 9780358574651	Into Literature Student License Digital 7 Year Grade 6-8 Includes: Digital Student Resources 7 Year Grades 6-8 Implementation Success	\$112.00	28	\$3,136.00	
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Total for Student Digital Licenses **\$3,136.00**

Teacher Digital Licenses

1809718 9780358565994	Into Literature Teacher License Digital with Teacher's Corner 7 Year Grades 6-8 Includes: Into Literature Digital Teacher Resources 7 Year Grades 6-8 Access to Teacher's Corner	\$525.00			3
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Total for Teacher Digital Licenses **\$0.00**

A la Carte Items Available for Purchase

Teacher Materials

1791535 9780358416487	Into Literature Teacher Edition Grade 6	\$150.00	3	\$450.00	
1793953 9780358436942	Into Literature Program Guide Grades 6-8	\$30.00	3	\$90.00	

Student Material

1805861 9780358538295	Into Literature Softcover Student Edition 7 Year Print Grade 6	\$66.50	28	\$1,862.00	
1793807 9780358436041	Language Arts Novel 3 Points Recommended for a range of titles and choices from the HMH Novel List.	\$12.00	28	\$336.00	

Total for A la Carte Items Available for Purchase **\$2,738.00**

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14046 Collections Center Drive
Chicago, IL 60693

Attention:
Jo Ellen Fairbanks
jfairbanks@cfc.k12.wi.us

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k12orders@hnhco.com
FAX: 800-269-5232
HMH Orders
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Orlando, FL 32819-8647

Proposal for Cochrane-Fountain City SD

ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
Total for Grade 6		\$5,874.00			
Grade 7					
Student Digital Licenses					
1810772	9780358574651 Into Literature Student License Digital 7 Year Grade 6-8 Includes: Digital Student Resources 7 Year Grades 6-8 Implementation Success	\$112.00	40	\$4,480.00	
Total for Student Digital Licenses		\$4,480.00			
Teacher Digital Licenses					
1809718	9780358565994 Into Literature Teacher License Digital with Teacher's Corner 7 Year Grades 6-8 Includes: Into Literature Digital Teacher Resources 7 Year Grades 6-8 Access to Teacher's Corner	\$525.00			2
Total for Teacher Digital Licenses		\$0.00			
A la Carte Items Available for Purchase					
Teacher Materials					
1791536	9780358416494 Into Literature Teacher Edition Grade 7	\$150.00	2	\$300.00	
1793953	9780358436942 Into Literature Program Guide Grades 6-8	\$30.00	2	\$60.00	
Student Materials					
1805862	9780358538301 Into Literature Softcover Student Edition 7 Year Print Grade 7	\$66.50	40	\$2,660.00	
1793807	9780358436041 Language Arts Novel 3 Points Recommended for a range of titles and choices from the HMH Novel List	\$12.00	40	\$480.00	
Total for A la Carte Items Available for Purchase		\$3,500.00			
Total for Grade 7		\$7,980.00			
Grade 8					
Student Digital Licenses					
1810772	9780358574651 Into Literature Student License Digital 7 Year Grade 6-8 Includes: Digital Student Resources 7 Year Grades 6-8 Implementation Success	\$112.00	41	\$4,592.00	
Total for Student Digital Licenses		\$4,592.00			
Teacher Digital Licenses					
1809718	9780358565994 Into Literature Teacher License Digital with Teacher's Corner 7 Year Grades 6-8 Includes:	\$525.00			2
Send Check Payments to: Houghton Mifflin Harcourt Publishing Company 14046 Collections Center Drive Chicago, IL 60693		Attention: Jo Ellen Fairbanks jfairbanks@cfc.k12.wi.us		Send Orders to: k12orders@hnhco.com FAX: 800-269-5232 HMH Orders 9400 Southpark Center Loop Orlando, FL 32819-8647	
HMH Confidential and Proprietary					
008343635	Sold:0000293743	Ship:0000293743	Page 8 of 11	Please submit this form with your purchase order	

Proposal for Cochrane-Fountain City SD

ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
	Into Literature Digital Teacher Resources 7 Year Grades 6-8 Access to Teacher's Corner				
Total for Teacher Digital Licenses		\$0.00			
A la Carte Items Available for Purchase					
Teacher Materials					
1791537	9780358416500 Into Literature Teacher Edition Grade 8	\$150.00	2	\$300.00	
1793953	9780358436942 Into Literature Program Guide Grades 6-8	\$30.00	2	\$60.00	
Student Materials					
1805863	9780358538318 Into Literature Softcover Student Edition 7 Year Print Grade 8	\$66.50	41	\$2,726.50	
1793807	9780358436041 Language Arts Novel 3 Points Recommended for a range of titles and choices from the HMH Novel List	\$12.00	41	\$492.00	
Total for A la Carte Items Available for Purchase		\$3,578.50			
Total for Grade 8		\$8,170.50			

Professional Services- Into Reading K-6

Implementation Success Plan

1810629	9780358574095 Into Reading Follow-Up Live Online 1-Hour Grades K-6 Version 2 To support educators in building confidence and deepening understanding with Into Reading, we provide follow-up sessions on either planning instruction, assessing and differentiating instruction, and/or leadership success within 2-6 weeks after implementation of Into Reading.		1		
Getting Started					
1810628	9780358574088 Getting Started: Introduction to Into Reading K-6 Live Online 2-Hour This session guides teachers through their program structure, essential resources, and implementation recommendations. Teachers will also explore Ed, HMH's teaching and learning platform, and our professional learning pathway in Teacher's Corner. This initial session is the first step on the way to a successful first 30 days. Additional training and support will be provided via Teacher's Corner on Ed. There, teachers will access a guided learning pathway based on their grade level and implementation timeline. A recommended sequence of live sessions and on-demand interactive media and videos will help teachers plan, teach, and assess learning using their new HMH program.	\$800.00	1	\$800.00	
Total for Getting Started		\$800.00			

Total for Professional Services- Into Reading K-6 **\$800.00**

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Proposal for Cochrane-Fountain City SD

ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
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<i>Total Savings:</i>	\$15,225.00
<i>Subtotal Purchase Amount:</i>	\$80,027.10
<i>Shipping & Handling:</i>	\$7,533.38
<i>Sales Tax:</i>	\$0.00
Total Cost of Proposal (PO Amount):	
	\$87,560.48

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Proposal for
Cochrane-Fountain City SD

Total Cost of Proposal (PO Amount): \$87,560.48

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 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development
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Ship to: Cochrane Fountain City SD S2770 State Road 35 Fountain City, WI 54629-7910	Sold to: Cochrane Fountain City SD S2770 State Road 35 Fountain City, WI 54629-7910
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- Please provide funding start and end dates.
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Date of Proposal: 3/10/2022

Proposal Expiration Date: 4/24/2022



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Cochrane-Fountain School District – Job Description

\$ 17.00

Title: Learning Center Coordinator

~~\$15.00/hr~~

Summary

Under the direction of administration, the Learning Center Coordinator position provides support to the instructional program with the specific responsibility of monitoring and reporting online & virtual student progress, attendance, and behavior. This position also has responsibilities in coordinating technology needs as directed by the Library Media Specialist.

Essential Duties and Responsibilities

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws.

Student Management and Supervision

- Maintain an effective learning climate in the learning center
- Provides guidance, communicates high expectations, and shows an active interest in student progress.
- Regularly communicate student grades, progress, behavior, and attendance to the student and their parents/guardian.
- Assist student in obtaining online help with classwork
- Maintain records of student attendance.
- Assist students in troubleshooting online and virtual classes.
- Communicate issues with online and virtual classes to the guidance counselor
- Do not leave students unsupervised.
- Address student behavior issues that disrupt the learning environment; refer to administration, if needed.
- Maintain confidentiality in ALL matters relating to students in your care both in and out of school.

Technology

- Maintain and update district website, events calendar, and Facebook page.
- Assist with the collection and dissemination of student Chromebooks and other technology
- Assist with book check out and collection
- Collect and report damaged Chromebooks; Issue replacement Chromebooks
- Assist with the maintenance and management of the Chromebook inventory

Professional Responsibilities

- Maintain a high level of ethical behavior and confidentiality of information about students.
- Remain current in certifications, licenses, ect., that pertain to job responsibilities.
- Actively participate in in-service and training programs as requested.
- Maintain a positive workplace attitude and demeanor.
- Collaborate with others in a positive manner.
- Follow all safety procedures and use proper safety equipment in the performance of all duties.
- Know and comply with all school district policies and procedures.
- Adheres to all state, federal, and legal requirements that pertain to job responsibilities.
- Complete all necessary records and reports in a timely manner.
- Perform other duties as assigned by Administration.

Typical Physical Requirements

- Exertion of 10-50 pounds of force occasionally, and/or 20-35 pounds of force frequently, and/or greater than negligible up to 10 pounds of force constantly to move objects.
- Frequent standing, walking, reaching, grasping, holding

- Occasional stooping, crouching, kneeling, and crawling

Qualifications for Employment

Required

- High School Diploma or GED
- Demonstrates interpersonal skills needed to relate positively to children and adults
- Basic technology and clerical knowledge

Preferred

- Previous experience working with children in a learning environment.

Terms of Employment

Employment is full time during the regular school year whenever students are in session with the exclusion of breaks and holidays. Salary, benefits, and other compensation to be recommended by the Superintendent and approved by the School Board.

Evaluation

Annual evaluation to be completed by the Principal or Assistant Principal

Adopted by the Cochrane-Fountain City School Board:



Communication Plan

Cochrane-Fountain City Schools

Created 4/1/2022

Overview

The Cochrane-Fountain City School District is committed to empowering all students to discover their passions, develop their talents, and be responsible, impactful citizens. While some of the District's undertakings to achieve this vision are very visible, like updating facilities, much of the work done to support increasing student achievement is done internally at the program and learning levels.

To maintain and increase the communities' support for the school district the public needs to be aware of and understand the work, progress and accomplishments of the school on both the visible and internal levels. To achieve this understanding, the District must develop and engage in an intentional communication plan.

Principles

This plan was developed to assure:

1. All communications support the school system's goals
2. Two-way communications with all Pirates constituents
3. The school district's "story" is accurately told
4. Transparency in school district operations

Audience

External

- Local Businesses
- Media
- Parents
- Parent/Teacher Organizations
- Surrounding school systems
- District residents without children attending C-FC schools
- Religious Leaders
- City/Town/Village Legislators
- Retirees

Internal

- Administrators
- Board of Education
- Students
- Teachers
- Support Staff
- Non-Certified Staff

Goals, Objectives, and Strategies

- I. **Teachers/Staff:** Enhance communications with staff making information acquisition and dissemination more frequent, efficient, and uniform.

Objectives	Current Strategies	Future Strategies
<ul style="list-style-type: none"> ● Ensure faculty and staff have the information they need in order to effectively perform their duties ● Ensure faculty and staff are among first-notified in order to support their roles as ambassadors ● Foster transparency in communication to build trust ● Maintain and enhance two-way communications channels to foster engagement 	<ul style="list-style-type: none"> ● Pirate Pages ● Monthly staff meetings ● Monthly Board Briefs ● Weekly Monday emails to all staff outlining what is going on this week, athletics, meetings, events etc. ● Bi-weekly SAT team minutes ● Email copy of parent-community communications sent through Infinite Campus ● Automated emails & texts for inclement weather and emergencies ● New Teacher Induction days ● Clarified pathway for staff lines of communication ● Administration "open door" policy 	<ul style="list-style-type: none"> ● Partner with outside organization to initiate staff recognition program ● Formal process for staff to submit others for recognition of accomplishments/ contributions

II. Parents/Families: Facilitate meaningful and open communications with the Cochrane-Fountain City School District parents and families.

Objectives	Current Strategies	Future Strategies
<ul style="list-style-type: none"> ● Sustain high levels of satisfaction with the quality of communications ● Increase direct communication between district administration and faculty with parents and families ● Increase involvement in parent-community groups for the district ● Increase parent traffic to the website ● Foster transparency in communication to build trust 	<ul style="list-style-type: none"> ● Continual updating of the website to make sure all information is as up to date as it can be ● Reorganize website to make information easier to find ● Infinite Campus Parent Portal Instruction on the website ● Increase quality and quantity of Facebook posts ● School support organization brochure ● "All about Us" brochure ● Start of School Open House event ● Parent/Teacher conferences 2x/year ● Parent Meeting for incoming Middle Schoolers 	<ul style="list-style-type: none"> ● Teachers have their own "classrooms" /web pages for parents to see information, pictures, announcements, etc. ● Investigate teacher training on webpage creation (link to district website) ● Newsletter templates that teachers can use for their classrooms - easy to plug in the information for the families ● Increase parent-teacher communication via IC Parent Portal (teacher training) ● Investigate online school registration ● Expand use of rSchool for athletic forms, waivers, payments, clothing orders, ect. ● Collaborate with school support organizations on a plan to increase membership and involvement ● Group parent meetings for Juniors (recorded) ● Group parent meetings For Seniors (recorded)

III. **Community:** Facilitate meaningful and open communications with the Cochrane Fountain City District community.

Objectives	Current Strategies	Future Strategies
<ul style="list-style-type: none"> ● Sustain positive reputation in the community ● Expand communications beyond financial & capital projects ● Expand opportunities for involvement to foster engagement ● Increase involvement in parent-community groups for the district 	<ul style="list-style-type: none"> ● Post event cancellations in a timely manner ● Reorganize website to make information easier to find ● Community page on the website up-to-date & continued to be up-to-date ● Quarterly newsletters (Fall is sent to every household) ● Invited community leaders to a luncheon to meet the new teachers 	<ul style="list-style-type: none"> ● Superintendent blog ● Monthly e-Newsletters ● Small group conversation (Coffee with the Superintendent) ● Monthly meetings with key community stakeholders ● Plan community "Roll-Out" for major projects

IV. **Media:** Establish and maintain collegial relationships with media outlets to enhance the school district's image.

Objectives	Current Strategies	Future Strategies
<ul style="list-style-type: none"> ● Partner with media to promote positive stories in Cochrane-Fountain City Public School ● Establish and expand professional relations with the media 	<ul style="list-style-type: none"> ● Press releases, briefings, and photo opportunities ● Announcements continued on the website ● Continued articles to the Winpost/Recorder ● Continued Facebook updates 	<ul style="list-style-type: none"> ● Establish monthly articles for local media ● Continued media coverage for Facebook + website

Additional Strategies:

- Promotional Video
- CMS4 School App
- Fence Banners

Evaluation

- Participation in committees, meetings, events, etc.
- Increase traffic to a website/social media
- Increase email traffic
- Future parent-survey + district survey
- Future staff survey
- Informal/anecdotal feedback

Brand Guidelines

District Vision: C-FC empowers all students to discover their passions, develop their talents, and be responsible, impactful citizens.

District Mission: In partnership with families and the community, C-FC provides a safe and supportive environment for all students. By providing a high-quality education that promotes academic and emotional growth, we empower students to be life-long learners and productive, responsible community citizens.

District Motto: Respectful, Responsible, Ready to Learn

Style Guidelines

- On first reference: Cochrane-Fountain City School District.
- On second reference: C-FC
- When referring to "the District" the "D" is always capitalized.
- Minimize the use of acronyms. Write out the words that make up the acronym on the first reference followed by the acronym in parentheses.
- When referring to C-FC in writing, use first person pronouns like: "we" and "our".
- When referring to students, please use the second person, like "you", "your"

Font Guidelines

- For professional communications, body copy should not be larger than 12-point type, preferably 10 points.
- For title headlines use bold text, five or six points larger than the body copy.
- Use your judgement for flyers or special promotional materials geared towards specific age groups or audiences.

Colors:

Black (#000000)
Bright Red (#ff1616)
White (#ffffff)
Dark Grey (#545454)
Light Grey (#f0eff0)

C-FC School Board Norms

These norms reflect how we intend to interact and work with each other. They will guide our individual interactions and strengthen our relationships as members of one school board for the purpose empowering all students to discover their passions, develop their talents, and be responsible, impactful citizens.

- 1) We will keep our remarks brief, to the point, and stay on topic.
- 2) We will be on time and prepared for meetings.
- 3) We will be mindful of the roles and responsibilities of the Board and Superintendent and maintain a focus on policy and governance.
- 4) We will maintain open communication with each other, the administration, and the community-at-large. Information shared with one board member will be shared with all board members. If considerable work or time is required to generate data, the full board must endorse the request.
- 5) Once we reach a decision or consensus as a board, we will each support the decision or consensus in word and deed.
- 6) We will hear each opinion, but ultimately act as one. We will speak candidly and courteously to each other and listen to dissenting or different viewpoints with an open mind. We help others depersonalize disagreements.
- 7) We will conduct ourselves with integrity, honesty, and in a professional manner that reflects positively on the Board and the District.