

# NORTH CRAWFORD SCHOOL DISTRICT

47050 COUNTY ROAD X  
SOLDIERS GROVE, WISCONSIN 54655

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*“Large School Opportunities, Small School Values”*

**DATE:** Wednesday, July 19, 2017

**TIME:** 9:00 AM

**PLACE:** North Crawford Large Group Room  
47050 County Road X  
Soldiers Grove, WI 54655

1. Call Meeting to Order
2. Special Education Consultant Contract 2
3. CESA #3 Food Services Consultant Contract 3
4. Fall Coaching Positions Recommendation 7
5. Technology Education Teaching Position Recommendation 8
6. Adjourn

*\* Comments during this period may address any topic related to District operations and programs. Board members and Administrators shall listen to speakers' views and concerns, and may make a brief comment in response, but shall not discuss in detail or act on any matter that was not specifically included in the public notice of the meeting.*

*Once recognized by the Board President to speak, please state your name. Public comment period is usually limited up to thirty (30) minutes, unless the Board votes to extend the time period. Individual speakers are limited to speak up to three (3) minutes.*

# North Crawford School District

47050 County Road X, Soldiers Grove, WI 54655

**Mr. Brandon Munson**  
Superintendent



**Mr. Demetri Andrews**  
Business Manager

**Mr. Toby Tripalin**  
Middle/High School Principal/Athletic Director

**Mrs. Julie Kruienga**  
Elementary Principal/Special Education Director

District Office: 608.735.4318 • MS/HS Office: 608.735.4311 • Elementary Office: 608.624.5201 • Fax: 608.735.4317 • Bus Garage: 608.624.3484

## Service Agreement for Special Education Consultant

This contract is entered into by and between Kim Littel (“Consultant”) and the North Crawford School District (“District”) for the purposes of Special Education Consultation Services. The term of this Agreement shall begin on August 1<sup>st</sup>, 2017 and shall continue through its termination date of August 1<sup>st</sup>, 2018.

The specific terms of this Agreement are as follows:

The Consultant is responsible for:

- Providing special education consultation services to all special education staff members.
- Ensuring all laws regarding special education programming are being adhered to.
- Collaborating with special education staff to institute processes to ensure effective and efficient operation of the special education department.
- Providing training to school district staff members in applicable areas of special education.
- Communicate and coordinate with the Director of Special Education the schedule and services needed.
- Submitting a weekly timesheet to the District Office for payroll purposes and to track hours worked

The District is responsible for:

- North Crawford School District will pay an hourly rate of \$36.84 for up to 288 hours of consultation services.
- North Crawford will supply an appropriate work space and materials as needed

In consideration of the mutual promises set forth herein, the First Party covenants and agrees that it shall provide services as stated in this contract on specified dates.

The Second Party covenants and agrees that it shall provide payment for services as stated in this contract on specified dates.

This Agreement may not be modified in any manner unless in writing and signed by both parties. This document and any attachments hereto constitute the entire Agreement between the parties. This Agreement shall be binding upon the parties, their successors, heirs, and assigns shall be enforced under the laws of the State of Wisconsin.

\_\_\_\_\_  
Kim Littel, Special Education Consultant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brandon Munson, District Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Kuhn, School Board President

\_\_\_\_\_  
Date

## SERVICES AGREEMENT

This Agreement is between Cooperative Educational Services Agency #3 (“Agency”) and the School District of North Crawford (“District”).

### TERMS

1. Scope of Services. The nature and scope of services under this Agreement shall be as described in Attachment “A” which is attached hereto and incorporated by reference into the Agreement.
2. Indemnification. Each party agrees to defend, hold harmless and indemnify the other party (and the other party’s officers, employees, trustees, agents, successors and assigns) against all claims, suits, expenses (including reasonable attorney’s fees), losses, penalties, fines, costs and liability whether in contract, tort or strict liability (including but not limited to personal injury, death at any time and property damage) arising out of or made necessary by (A) the indemnifying party’s breach of the terms of this Agreement, (B) the act or omission of the indemnifying party, its employees, officers, agents and assigns in connection with the performance of this Agreement, and (C) the presence of the indemnifying party, its officers, employees, agents, assigns or invitees on the other party’s premises. In the event that any action or proceeding is brought against the other party by reason of any claim or demand discussed in this section, upon notice from other party, the indemnifying party shall defend the action or proceeding at the other party’s expense through counsel reasonably satisfactory to the other party. The obligations to indemnify set forth in this section shall include reasonable attorney’s fees and investigation costs and all other reasonable costs, expenses and liabilities from the first notice that any claim or demand is to be made. The indemnifying party’s obligations under this section shall apply regardless of whether the other party (or any of its officers, employees, trustees or agents) are actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost or damage determined by a court of competent jurisdiction to be caused solely by the sole active negligence or by the willful misconduct of the other party, its officers, employees, trustees or agents.
3. Status of Parties. The parties agree that Agency, in performing the services specified in this Agreement, shall act as an independent Agency. Except as otherwise provided in this Agreement, Agency shall determine the means and methods for carrying out the work to achieve the result required by District. Agency will not accept such engagements which interfere with performance under this Agreement. Agency shall determine the hours during which the service shall be performed and the sequence of tasks, subject to the reasonable business needs of District. Nothing in this Agreement shall prohibit Agency from taking on other jobs or performing services for other entities, so long as Agency can perform the work necessary to carry out this Agreement.
4. Term of Agreement. This Agreement is effective from August 15, 2017 through June 30, 2018.

5. Compensation. The fee for services rendered shall be Eight thousand Five hundred and no/100 Dollars (**\$8,500**) for the term stated above. The Agency will be compensated by the District for services rendered on a quarterly basis in equal installments with the Agency Invoice for the General CESA #3 Services provided to the District. The individual assigned by the Agency to perform the services shall provide 36 onsite days of service or the equivalent thereof as agreed upon between the Agency and District.

Fees for any additional services shall be negotiated by the Agency with the District as needed, shall be considered amendments to this Agreement and shall be in writing.

6. Termination. In addition to any other termination provisions in this Agreement, one party may terminate this Agreement prior to its expiration as follows:

A. If the other party fails to comply with any insurance or indemnification requirements of this Agreement.

B. If the other party commits a material breach of this Agreement and fails to cure the breach within 20 days after written demand.

7. Miscellaneous Provisions.

A. Entire Agreement. This Agreement, including any exhibits or schedules referred to which it refers, constitutes the final, complete and exclusive statement of the terms of agreement between the parties pertaining to the subject matter of the Agreement. It supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement.

B. Amendment. The provisions of this agreement may be modified only by mutual agreement of the parties. No modification shall be binding unless it is in writing and signed by the party against whom enforcement of the modification is sought.

C. Waiver. Any of the terms or conditions of this Agreement may be waived at any time by the party entitled to the benefit of the term or condition, but no such waiver shall affect or impair the right of the waiving party to require observance, performance or satisfaction either of that term or condition as it applies on a subsequent occasion or any other term or condition of this Agreement.

D. Assignment. Neither party may assign any rights or benefits or delegate any duties under this Agreement without the written consent of the other party or parties. Any purported assignment without written consent shall be void.

E. Parties in Interest. Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any

person other than the parties to it and their respective successors and assigns, nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any third persons to any party of this Agreement, nor shall any provision give any third persons any right of subrogation or action over against any party to this Agreement.

F. Severability. If any provision of this Agreement is held by a court or arbitrator of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect and shall in no way be impaired or invalidated.

G. Governing Law. The rights and obligations of the parties and the interpretation and performance of this Agreement shall be governed by the laws of Wisconsin.

H. Notices. Any notice under this Agreement shall be in writing, and any written notice or other document shall be deemed to have been duly given on the date of personal service on the parties or on the second business day after mailing if the document is mailed by registered or certified mail, addressed to the parties at the addresses listed on the signature page, or at the most recent address specified by the addressee through written notice under this provision. Failure to conform to the requirement that mailings be done registered or certified mail shall not defeat the effectiveness of notice actually received by the addressee.

I. Authority to Enter Into Agreement. Each party to this Agreement represents and warrants that it has the full power and authority to enter into this Agreement and to carry out the transactions contemplated by it, and has taken all action necessary to authorize the execution, delivery and performance of the Agreement.

J. Nondiscrimination. Neither party, nor any officer, agent, employee or subcontractor of either party, shall discriminate in the treatment or employment of any individual or groups of individuals on any ground prohibited by law, nor shall any of them harass any person in the course of performing this Agreement based on gender or any other basis prohibited by applicable law.

K. Confidentiality. Agency shall at all times protect the confidentiality of all matters for which Agency provides service or to which Agency has access under this Agreement, including, but not limited to, any records pertaining to pupils or employees. Agency shall not disclose or discuss the facts of any such matter with any person other than District's authorized representatives without prior written consent of District, a court order, judicial subpoena or other valid legal process.

**IN WITNESS WHEREOF:** The parties have cause this Agreement to be executed on this \_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
\_\_\_\_\_  
For Agency

\_\_\_\_\_  
\_\_\_\_\_  
For District

## **ATTACHMENT A**

Agency shall perform the following services:

- A Food Safety Certified Professional for on-site and Leadership and Remote Leadership as agreed upon.
- Menu Planning that Comply with State & Federal Guidelines
- DPI Food Service Audit Support
- Guidance with Industry Standards and Practices
- Guidance with preparatory work and routines to achieve efficiencies within the food-service department.
- Guidance with Commodity and General Food Service Ordering
- Guidance with best food service practices to achieve a Balanced WUFAR Fund 50 Budget.

### **Leadership Structure and Goals**

It is the understanding of the Agency that the District will need more on-site support at the beginning of the year with a goal of gradual release of day-to-day operations for District Food-Service Employees in regard to the progression of the 2017-18 school year. The District and Agency will determine an agreeable schedule to achieve the District's efforts to achieve these goals.

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TO: North Crawford School Board

FROM: Brandon Munson

DATE: 7/17/2017

SUBJECT: Fall Sports Coaches

Based on the feedback from Mr. Tripalin, I am recommending approval of the following coaches for the Fall 2017 athletic season.

## **Football**

Head Coach – Kyle Oldenburg – Step 2  
Assistant Coach – Ryan Pedretti – Step 2  
Assistant Coach – Tyler Dornink – Step 2  
Assistant Coach – Jordan Oldenburg – Step 2  
Middle School – Beau Blaha – Step 2  
Middle School – TBD

## **Volleyball**

Head Coach – Amanda Ziemer – Step 2  
Assistant Coach – Chris Wettstein – Step 2  
Assistant Coach – TBD  
Middle School – Dana Bay – Step 2  
Middle School – TBD

## **Cross Country**

Head Coach – Mike Allbaugh – Step 2  
Assistant Coach – Liz Bransky – Step 2

# Aaron Keenlance

331 Bekkedahl Street • Westby, WI 54667  
(608)632-9940 • keenlance@gmail.com

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## Objective

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- To achieve the position of Technology Education Teacher at the North Crawford School District.
- Interest in co-curricular coaching opportunities.

## Education

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Viterbo University, La Crosse, Wisconsin  
Post Baccalaureate Teacher Licensure Program  
License: 1400 – Mathematics (EA-A) January 2017

Viterbo University, La Crosse, Wisconsin  
Bachelor of Science in Mathematics May 2015  
Cumulative GPA: 3.56/4.0  
Recognized on University Dean's List

## Student Teaching

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*La Crescent Middle School, La Crescent, Minnesota* August – November 2016

- Planned, taught, and evaluated engaging lesson plans aligned with Common Core State Standards for sixth grade students.
- Integrated and facilitated varied learning activities, including small group work, demonstrations, large group discussion, technology activities, and projects.
- Differentiated lessons for advanced students and students with learning disabilities.
- Developed activities and delivered instruction to small groups of struggling students.
- Utilized technology to enhance learning such as; Google Chromebook, Google Classroom, Google Forms, IXL, Quizlet, ELMO, and YouTube.
- Participated in back-to-school night, Professional Learning Community meetings, Response to Intervention meetings, Individualized Education Program meetings, Section 504 meetings, and parent-teacher conferences.

*De Soto High School, De Soto, Wisconsin* November 2016 – January 2017

- Designed units and taught lessons aligned with Common Core State Standards for Geometry and Pre-Calculus.
- Developed activities and delivered instruction to small groups of struggling students.
- Before and after school math tutoring for all levels of students.
- Created and administered formative and summative assessments such as; entrance and exit slips, quizzes, rubrics, class discussions, presentations, and exams.
- Integrated technology into lesson plans; utilized SMART Board, ELMO, TI-84, Desmos, YouTube, and Kahoot.
- Assisted with High School Math Club and ACT prep course.

## Work Experience

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### *Self-Employed*

2006 – 2017

#### Water Features

- Coordinate appointments with clients and meet with them to discuss possible jobs.
- Supervised crews constructing koi ponds, swimming ponds, fishing ponds, waterfalls, wetland filtration, and outdoor lighting.
- Operate and maintain machinery such as: skid steers, excavators, dump trucks, and trailers.
- Design, estimate, and install water features according to specific plans, blueprints, and client requests.
- Evaluate and calculate exact mathematical processes to be used for safe and accurate build.
- Determine correct size electrical water pump and wiring needed, and install using various types of plumbing.
- Problem solve and find solutions to problematic water feature and lighting systems.
- Responsible for organizing and planning schedules for day to day work.

### *Owner*

2005 – 2011

#### Coulee Region Wood Floors

- Coordinate appointments with clients and meet with them to discuss possible jobs.
- Measure and estimate near exact cost for each job.
- Coordinate with various contractors and plan work schedules for crew.
- Read and understand blueprints.
- Install wood flooring in commercial and residential settings.
- Install custom wood stairways following local building codes.
- Apply paint, stain, and wood finishes of various bases such as water, oil, alcohol, and wax.
- Build and finish additions to houses following local building codes.

### *Printing Press Operator/Assistant Foreman*

2001 – 2005

#### NCR

- Setup, monitor, and problem solve feeding, printing, and cutting processes of 6-color web presses.
- Inspect and examine printed products for print clarity, color accuracy, conformance to specifications, and defects.
- Mix and test various inks according to types of material being printed and work order specifications.
- Mentor and teach operators to improve safety, quality, and productivity.
- Follow all rules for printing, tracking, and disposing of USPS stamps.

## Volunteer Activities

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- Viterbo University, La Crosse, WI, *Math Tutor*.
- Habitat for Humanity, La Crosse, WI, *Store Volunteer*.
- City of Westby summer baseball, Westby, WI, *Coaching*.
- Eagle Bluff Learning Center, Lanesboro, MN, *Chaperone*.
- Westby Post-Prom Committee, Westby, WI, *Planning/Chaperone*.