



School District of Altoona

809 7th St West Altoona, WI 54720
715-839-6032 715-839-6066 FAX

Dr. Connie Biedron, Superintendent

www.altoona.k12.wi.us

ALTOONA BOARD OF EDUCATION

Regular Meeting
District Board Room
809 7th Street West
December 7, 2015
5:30 p.m.

Agenda

1. Call to Order
2. Roll Call
3. Reading of Public Notice
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes
 - a. November 16, 2015 Regular Meeting
7. Public Participation (All remarks are to be addressed to the Board; discussion among citizens present is not permitted. Board members may ask questions of a speaker; however, no formal deliberations are allowed at this time.)
 - a. Non-Agenda items - public comment and concern
 - b. Agenda items - public comment and concern
8. Treasurer's Report.
 - a. Approval of Checks for Payment
 - (1) General Fund checks totaling \$912,331.18
 - (2) Student Activity Fund checks totaling \$7,078.02
9. Information
 - a. School Showcase
 - (1) 7th Grade Scrapbook Project, Rachael Stilp
 - (2) Student Representative's Update, Claire Pszeniczny
 - b. Committee Reports
 - (1) Altoona Area Foundation Inc, November 19
 - (2) Altoona Parks & Recreation Committee, November 30
 - (3) Policy Committee, December 7
 - c. General Information
 - (1) Policy Discussion: Policy 423 – Public School Open Enrollment, 423-Rule – Public School Open Enrollment Procedures
 - (2) Approval Process for Administrative Rules and Exhibits

Altoona Board of Education, December 7, 2015

- d. President's Report
 - (1) State Education Convention 2016
 - (a) 2016 Resolutions for Consideration by the WASB Delegate Assembly
 - e. Superintendent's Report
 - (1) Recommendation for 2015/16 Early End Date for Elementary and Intermediate Schools
 - (2) Any Follow-up Discussion: School Start and End Times Starting in 2016/17
 - (3) On Track for the Future! Building Projects Update
 - (a) Any Follow-up Discussion: Mechanical Contractor Selection Process
 - (b) Design Boards Altoona Elementary School
 - (4) Studer Education Update: Employee Engagement Survey Period, November 30 – December 9
 - (5) Other Meetings, News and Events (Items announced in this category are not intended for discussion)
10. Board Action after Consideration and Discussion
- a. Consider Resignation of First Grade Teacher
 - b. Consider Recommendation to Fill Extracurricular Position
 - c. Consider Recommendation for Change in 2015/16 End Date for Elementary and Intermediate Schools
 - d. Consider Adoption of Resolution Pertaining to School Referenda (Assembly Bill 481/Senate Bill 355)
 - e. Consider Recommendation for Use of Design Assist Mechanical (HVAC) Contractor Selection Process
11. Adjournment

The vision of the Altoona School District, in partnership with our students, their families, and our community, is to build a foundation for life-long learning and the emotional well-being of our students. We are dedicated to offering large school opportunities with a small school approach.

ALTOONA SCHOOL BOARD AGREEMENT

- We base our decisions on the best interest of the students.
- We are guided by our Vision, Mission and our Strategic Plan.
- We believe that every employee makes a contribution to the success of every student.
- We conduct ourselves within commonly understood principles of integrity.
- We listen carefully and respectfully to ensure all voices are heard.
- We practice good stewardship of our tax dollars.
- We seek to operate with as much transparency as possible.
- We do not engage in drama or political rhetoric.
- We seek a way around obstacles; reframing from an attitude of “we can’t,” to “how can we?”

Adopted: 9/19/11

Amended: 1/21/13



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Dr. Connie Biedron, Superintendent

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ALTOONA BOARD OF EDUCATION

Regular Meeting
District Board Room
809 7th Street West
November 16, 2015
6:30 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board Vice President, Robin Elvig at 6:31 p.m. in the District board room.
2. Roll call was taken and the following were absent and present:
Helen S. Drawbert, President; Absent
Robin E. Elvig, Vice President
Michael J. Hilger, Clerk
Bradley D. Poquette, Treasurer
David A. Rowe, Member
Dr. Connie Biedron, Superintendent
Joyce M. Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes. a. November 2, 2015 Regular Meeting. Motion by Rowe to approve the November 2 minutes as presented, seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, absent. Motion carried 4-0. b. November 3, 2015 Special Meeting/Workshop. Motion by Rowe to approve the November 3 minutes as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, absent. Motion carried 4-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. (1) Mike Hilger mentioned a more detailed budget report that he would like to be included in packets from time to time. (2) Dave Rowe recognized the girls' volleyball team for their participation at the State tournament on November 6. He also noted that he attended the Veteran's Day program on November 11. (3) Connie Biedron indicated that over 500 attended the pirate-themed Family Learning Night held on November 12. (4) Robin Elvig attended the intermediate school's field trip to Beaver Creek in early November, and shared highlights. (5) Dave Rowe and Brad Poquette each commented on their recent classroom visits at Pedersen.
b. Agenda items - public comment and concern. None.

8. Treasurer's Report. **a. Approval of Checks for Payment.** Motion by Rowe to approve General Fund checks totaling \$602,745.22 and Student Activity Fund checks totaling \$577.68 as presented, seconded by Hilger. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, absent. Motion carried 4-0.
b. Approval of Treasurer's Report. Motion by Rowe to approve the Treasurer's Report as presented, seconded by Hilger. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, absent. Motion carried 4-0.
c. Expenditures and Revenues Update. Expenditures and revenues as of November 11, 2015 were reviewed.

9. Information. **a. Committee Reports.** None. **b. General Information.** None. **c. President's Report.**
(1) School Board's Letter to City Council Regarding Trail. The board's November 6 letter to Altoona City Council members and Mayor Blackburn was discussed. In the letter, the board requested that the Council make the design (engineering) and construction of the multiuse trail from Third Street to the new elementary school a priority, in order that the project would be completed prior to the start of the 2016/17 school year. In addition, Dave Rowe shared an update of the current status of the project, indicating that it was discussed as part of the City budget process by the Budget Committee on November 9 and by the City Council on November 12. Only the engineering portion of the project is provided for in the 2016 budget with an allocation of \$15,000 (relying on engineering work done in prior years). Dr. Biedron will share the status with parent groups. **(2) WASB Policy and Resolution Committee and Legislative Advocacy Conference.** Robin Elvig reviewed the November 6 meeting of the WASB Policy and Resolutions Committee and the Legislative Advocacy Conference session(s) that she attended on November 7. **(3) WASB Workshop.** Mike Hilger and Robin Elvig attended the November 4 workshop, The School Board's Role in Superintendent Evaluations at CESA 10. The session was facilitated by WASB consultant, Lou Birchbauer. **(4) 2016 State Education Convention.** The 2016 convention will be held January 20-22 in Milwaukee. Keynote speakers are Luis Cruz, Janie Hatton, John Medina, and Chris Lehmann. Board members will register with Joyce by December 4. The November 2013 Legal Comment related to attendance at Convention was included in packets. **d. Superintendent's Report.** **(1) Enrollment Update Report.** Enrollments as of November 11 were reviewed: elementary school, 590; intermediate school, 249; middle school, 318; and high school 429 for a total of 1586. **(2) Superintendent's Summit.** Dr. Biedron gave an overview of the Superintendent's Summit she attended on November 4-6 in Phoenix; 75 to 80 superintendents attended. **(3) WSPRA Fall Conference.** Joyce Orth shared highlights from the November 4-6 WSPRA Conference in Stevens Point. **(4) Studer Education Update.** The leadership plan for the 2015/16 school year was reviewed. Karen Owen, Studer Education coach, will meet with the administrative team on November 18. The Studer framework, survey processes and scorecard process will be reviewed. The first of several surveys to be administered this year, an employee engagement survey, will be open from November 30 to December 9. Parent satisfaction and district support services surveys will also be administered. **(5) On Track for the Future! Building Projects Update.** The current status of building projects was reviewed. Action on the recommendation to use a Request for Proposal process for a mechanical contractor has been postponed until December 7. **(6) ACT 55 Open Enrollment Changes for Pupils with Disabilities.** Changes to Open Enrollment procedures for pupils with disabilities were reviewed. The changes, which start with the 2016/17 application period (February through April 2016), are part of Act 55, creating a new transfer amount of \$12,000 for open enrolled pupils with disabilities. **(7) Follow-up Discussion: School Start and End Time for 2016/17.** Jim Fey, vice president, Student Transit along with Rhonda Tollefson, routing and scheduling, were in attendance to answer any transportation questions related to the proposed change in start and end times. They offered to look at options to mitigate concerns, mostly related to picking up younger students in dark morning conditions. One option is to designate pick up spots in lighted areas as much as possible. The board will take action on the proposed change in start and end times in December. **(8) Other Meetings, News and Events (Items announced in this category are not intended for discussion).** Topics announced included: the Request for Proposal process for mechanical contractor, compiling of school newsletters for distribution at local venues, the Academic Decathlon's team eligibility for Regionals, and a Cluster A visit to Osseo-Fairchild's Alternative Ed Program.

10. Board Action after Consideration and Discussion. a. Consider Resignation of Special Education Aide. Motion by Rowe to accept the resignation of Joe Darnell, special education aide effective November 3, 2015 as presented, seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, absent. Motion carried 4-0. b. Consider Employment Recommendation to Fill Extracurricular Positions. Motion by Rowe to approve the employment of coaches for the 2015/16 season as recommended: Casey Staniger, 7th grade boys' basketball; Wendy Springer, high school girls' basketball assistant; Kyle Boyea, high school boys basketball assistant; and Lane Wojtyna, high school boys basketball assistant, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, absent. Motion carried 4-0.
11. Adjournment. Motion by Rowe, seconded by Hilger to adjourn at 8:33 p.m. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, absent. Motion carried 4-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, December 7, 2015 at 6:30 p.m. in the District board room.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

The vision of the Altoona School District, in partnership with our students, their families, and our community, is to build a foundation for life-long learning and the emotional well-being of our students. We are dedicated to offering large school opportunities with a small school approach.

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	
	NUMBER	NUMBER	NUMBER		DESCRIPTION	AMOUNT
11/13/2015	131889	10 E 400 411 162121		SPRINGER, WENDY	Meal money for HS VB players attending the WIAA State VB tourney Nov. 6/7 2015	-782.00
					Totals for 131889	-782.00
11/12/2015	131907	10 E 400 310 120000		CHIPPEWA VALLEY TECHNICAL COLL	Youth Options - Fall CVTC	5,654.54
					Totals for 131907	5,654.54
11/12/2015	131908	10 E 400 342 221400		FIRST EDUCATIONAL RESOURCES, L	Grading Smarter, Not Harder with Myron Dueck on December 9, 2015 in Wisconsin Dells. Jamie, Jen, Karsten, Angela R., Todd	825.00
					Totals for 131908	825.00
11/12/2015	131909	10 E 200 310 122000		GUNDERSON, AMANDA	Translating Services 10-15-15	67.50
					Totals for 131909	67.50
11/12/2015	131910	10 E 100 411 253300		HILLYARD, INC - EAU CLAIRE	SALES ORDER #39618022	1,436.48
	131910	10 E 200 411 253300		HILLYARD, INC - EAU CLAIRE	SALES ORDER #39618022	1,436.48
	131910	10 E 400 411 253300		HILLYARD, INC - EAU CLAIRE	SALES ORDER #39618022	1,436.49
					Totals for 131910	4,309.45
11/12/2015	131911	10 E 100 432 222200		KNOWBUDDY RESOURCES	ORDER# K258254	1,065.02
					Totals for 131911	1,065.02
11/12/2015	131912	27 E 700 411 152000		LAKESHORE LEARNING MATERIALS	Classroom Items for Early Childhood	604.18
					Totals for 131912	604.18
11/12/2015	131913	10 E 200 320 254300		NATIONAL ELEVATOR SERVICES INC	fee for re-inspection of lifts after code violation corrections'	244.00
					Totals for 131913	244.00
11/12/2015	131914	27 E 700 411 223300		QUILL CORPORATION	ORDER#85726296	50.71
					Totals for 131914	50.71
11/12/2015	131915	10 E 400 354 120000		RYDIN DECAL	2015-2016 student parking tags for 2016-2017	286.56
					Totals for 131915	286.56
11/12/2015	131916	10 E 800 310 162101		SCHRANK, BENJAMIN	Choreography payment 3 of 4	1,000.00
					Totals for 131916	1,000.00
11/12/2015	131917	10 E 200 320 254300		STATE OF WI DSPS-INDUSTRY SERV	PERMIT TO OPERATE, TRANS #S: 647748,0647760,647758,644177	200.00
					Totals for 131917	200.00
11/12/2015	131918	10 E 100 411 110101		TEACHER CREATED RESOURCES	ORDER# 5827186	3.99
					Totals for 131918	3.99
11/12/2015	131919	10 E 800 411 221100		UW WISCONSIN MADISON	Career Locker MS & HS	1,263.00
					Totals for 131919	1,263.00
11/12/2015	131920	10 E 800 411 223100		VARSITY ATHLETIC APPAREL, INC	"A" letter along with pins	616.75

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER			DESCRIPTION	
					and bars, INV# 9883, 9884	
					Totals for 131920	616.75
11/12/2015	131921	10 E 400 411 213000		UW-MADISON - CENTER ON EDUCATI	elem career curriculum- WISCareers	250.00
					Totals for 131921	250.00
11/16/2015	131923	10 E 200 320 254300		BRACK THERMAL SYSTEMS INC	Remove Asbestos in pipe chase so water pipe can be repaired.	203.00
					Totals for 131923	203.00
11/16/2015	131924	10 E 400 310 125400		LIES, JUDY	Concert accompanist payment for fall choir concert on Oct 26, 2015.	125.00
					Totals for 131924	125.00
11/16/2015	131925	27 E 700 310 157200		MUSSEHL, AMANDA	Petty Cash for cooking and community outings	98.70
					Totals for 131925	98.70
11/16/2015	131926	10 E 100 310 122000		NANCY BOESE SIGN LANGUAGE	Sign Language Interpreter for Family Learning Night for Thursday, November 12th from 6:00 - 7:00 pm.	90.00
					Totals for 131926	90.00
11/16/2015	131927	10 E 800 411 232100		ROTARY CLUB OF EAU CLAIRE	POINTSETTIA SALES C. BEIDRON	80.00
					Totals for 131927	80.00
11/16/2015	131928	10 E 400 411 162121		SPRINGER, WENDY	Meal money for HS VB players attending the WIAA State VB tourney Nov. 6, 2015	391.00
					Totals for 131928	391.00
11/16/2015	131929	10 L 000 000 811670		AMERIPRISE FINANCIAL SERVICES	Payroll accrual	1,150.00
					Totals for 131929	1,150.00
11/16/2015	131930	10 L 000 000 811680		OKLAHOMA DEPARTMENT OF HUMAN S	Payroll accrual	244.89
					Totals for 131930	244.89
11/16/2015	131931	50 L 000 000 811690		RBS CITIZENS N.A.	Payroll accrual	129.47
					Totals for 131931	129.47
11/16/2015	131932	10 L 000 000 811680		WI SCTF	Payroll accrual	46.98
	131932	27 L 000 000 811680		WI SCTF	Payroll accrual	7.02
					Totals for 131932	54.00
11/18/2015	131933	27 E 700 411 158530		ABLENET INC	headphones	83.38
					Totals for 131933	83.38
11/18/2015	131934	27 E 700 411 158000		APPLE COMPUTER INC	REF#8729742531	429.00
	131934	10 E 700 440 172000		APPLE COMPUTER INC	INV#S: 4355769243, 4355922969	3,538.00
					Totals for 131934	3,967.00

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	
	NUMBER	NUMBER	NUMBER		DESCRIPTION	AMOUNT
11/18/2015	131935	10 E 400 411 162308		AWARDS & MORE	6X8 PHOTO PLAQUE CROSS COUNTRY	94.05
					Totals for 131935	94.05
11/18/2015	131936	10 E 150 411 110450		BEAVER CREEK RESERVE	DAY USE NOV 5 & 6	1,250.00
					Totals for 131936	1,250.00
11/18/2015	131937	10 E 800 420 162000		BSN SPORTS	Boys Basketball Uniforms	3,920.62
					Totals for 131937	3,920.62
11/18/2015	131938	10 E 800 949 162101		COLBY SCHOOL DISTRICT	Registration for Colby Spectacular	300.00
					Totals for 131938	300.00
11/18/2015	131939	10 E 800 411 221910		DELL MARKETING L.P.	Dell Chromebook 11. ORDER# 911972467	19,900.00
					Totals for 131939	19,900.00
11/18/2015	131940	10 E 800 949 162101		EAU CLAIRE MEMORIAL - CHOIR BO	Winterfest competition registration	250.00
					Totals for 131940	250.00
11/18/2015	131941	10 E 800 293 291000		EDUCATORS BENEFIT CONSULTANTS	DEBRA STRUCK \$500, DEBRA KNUDSON \$250	750.00
					Totals for 131941	750.00
11/18/2015	131942	10 E 400 342 162210		GARNETT, KEVIN	\$50 stipends for 6 FB coaches for State FB tourney	300.00
					Totals for 131942	300.00
11/18/2015	131943	10 E 800 949 162101		HOLMEN HIGH SCHOOL	Holmen Competition registration	250.00
					Totals for 131943	250.00
11/18/2015	131944	10 E 800 949 162101		MONONA GROVE HIGH SCHOOL CHOIR	Competition fee for Locomotion	275.00
					Totals for 131944	275.00
11/18/2015	131945	10 E 400 341 256740		PROGRESSIVE TRAVEL	Coach bus for band to State VB tourney 11/6/15	1,465.00
					Totals for 131945	1,465.00
11/18/2015	131946	10 L 000 000 816902		SCHOOL DISTRICT OF ALTOONA	REFERENCE PO 1001600036. TRANSFER \$250 FROM ALTOONA CHILDRENS COUNCIL TO PES ACTIVITY FUND	250.00
					Totals for 131946	250.00
11/18/2015	131947	10 E 400 411 164311		WASC	Student Council Fall Summit Fees	419.00
					Totals for 131947	419.00
11/23/2015	131948	10 E 800 411 221910		DELL MARKETING L.P.	Dell Chromebook 11 for 8th grade 1 to 1 initiative	2,500.00
					Totals for 131948	2,500.00

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER	NUMBER		DESCRIPTION	
11/23/2015	131949	10 E 800 470 110000		FOLLETT SCHOOL SOLUTIONS, INC.	INV#S: 1902919C, 1902919D, 192919E	766.20
					Totals for 131949	766.20
11/23/2015	131950	10 E 400 320 254300		J.H. LARSON COMPANY	New water heater for Early Education building- Invoice #S101064376.001 Electrical Boxes and covers- Invoice #S101072875.001	423.49
					Totals for 131950	423.49
11/23/2015	131951	27 E 700 411 156600		MICOR AUDIOMETRICS CORP	Micor Ear Scan 3 Model: ES3S Pure Tone Audiometer	1,059.04
					Totals for 131951	1,059.04
11/23/2015	131952	27 E 800 411 215000		PEARSON EDUCATION	Adaptive Behavior Assessment	328.60
	131952	10 E 700 411 172000		PEARSON EDUCATION	Kaufman Brief Intelligence Test Second Edition Testing forms. Product Number 32302 PsychCorp through Pearson Clinical	121.70
					Totals for 131952	450.30
11/23/2015	131953	10 E 800 551 223100		RICHEY & SONS, INC.	Hi Jump pit for Track	4,700.00
					Totals for 131953	4,700.00
11/23/2015	131954	10 E 800 310 252000		ROBERT W. BAIRD & CO	Budget Model	2,250.00
					Totals for 131954	2,250.00
11/23/2015	131955	10 E 400 411 162118		SCHOOL DISTRICT OF ALTOONA	balloon bouquets for Tennis team pep rally send off Rails Balloon Bouquets	55.00
	131955	10 E 400 411 162121		SCHOOL DISTRICT OF ALTOONA	Balloon Bouquets for VB team - State Trip pep assembly Rails Balloon Bouquet	85.00
					Totals for 131955	140.00
11/23/2015	131956	10 E 200 320 254300		SYSTEMS TECHNOLOGIES	repair fire system Mapping fault.	558.43
					Totals for 131956	558.43
11/25/2015	131957	10 E 800 310 252105		DIVERSIFIED BENEFIT SERVICES I	FSA ADM SERVICES, DEBIT CARD FEE	176.00
					Totals for 131957	176.00
11/25/2015	131958	10 E 200 310 122000		GUNDERSON, AMANDA	Early Childhood Interpreting Services	45.00
					Totals for 131958	45.00
11/25/2015	131959	27 E 700 411 152000		SCHOOL DISTRICT OF ALTOONA	Helium from Rails Balloon Bouquets for Child Development Day	40.00
	131959	10 E 800 411 221100		SCHOOL DISTRICT OF ALTOONA	Carl Perkins purchase headphones partial purchase \$250 of \$500 Transfer monies to 10E800411221910	250.00

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	
	NUMBER	NUMBER	NUMBER		DESCRIPTION	AMOUNT
11/30/2015	131959	27 E 700 411 152000		SCHOOL DISTRICT OF ALTOONA	Helium from Rails Balloon Bouquets for Child Development Day	-40.00
	131959	10 E 800 411 221100		SCHOOL DISTRICT OF ALTOONA	Carl Perkins purchase headphones partial purchase \$250 of \$500 Transfer monies to 10E800411221910 Totals for 131959	-250.00 0.00
11/30/2015	131960	27 E 700 411 152000		SCHOOL DISTRICT OF ALTOONA	Helium from Rails Balloon Bouquets for Child Development Day Totals for 131960	40.00 40.00
11/30/2015	131961	10 E 800 411 221100		SCHOOL DISTRICT OF ALTOONA	Carl Perkins purchase headphones partial purchase \$250 of \$500 Transfer monies to 10E800411221910 Totals for 131961	250.00 250.00
12/01/2015	131962	10 E 400 310 162105		AUSMAN, PAUL	OFFICIAL Totals for 131962	100.00 100.00
12/01/2015	131963	10 E 400 310 162205		BIESTERVELD, JACOB	OFFICIAL	75.00
	131963	10 E 400 310 162105		BIESTERVELD, JACOB	OFFICIAL	75.00
	131963	80 E 200 310 392100		BIESTERVELD, JACOB	OFFICIAL Totals for 131963	50.00 200.00
12/01/2015	131964	80 E 200 310 392100		KLEINKE, BRETT	OFFICIAL	50.00
	131964	80 E 200 310 392100		KLEINKE, BRETT	OFFICIAL Totals for 131964	50.00 100.00
12/01/2015	131965	80 E 200 310 392100		MARTELL, JAMES	OFFICIAL Totals for 131965	50.00 50.00
12/01/2015	131966	10 E 400 187 162205		KORENUK, JENESSA	GAME WORKER Totals for 131966	30.00 30.00
11/12/2015	151600408	10 E 800 354 231100		EAU CLAIRE PRESS COMPANY	OCT 2015 BILING PERIOD CUSTOMER#715839606300 Totals for 151600408	1,173.55 1,173.55
11/12/2015	151600409	10 E 400 949 162118		EAU CLAIRE AREA SCHOOL DIST	girls tennis tourney entry fee 8/28/15 Totals for 151600409	40.00 40.00
11/12/2015	151600410	10 E 400 342 123000		ENGEN, MELANIE	Mileage reimbursement for WAFLT Conference. PO #0991516520 Totals for 151600410	230.00 230.00
11/12/2015	151600411	10 E 100 320 254490		E O JOHNSON COMPANY	COPIER LEASE	1,088.21
	151600411	10 E 200 320 254490		E O JOHNSON COMPANY	COPIER LEASE	1,088.21
	151600411	10 E 400 320 254490		E O JOHNSON COMPANY	COPIER LEASE	1,088.21
	151600411	10 E 800 320 254490		E O JOHNSON COMPANY	COPIER LEASE	1,088.21
	151600411	50 E 800 320 257220		E O JOHNSON COMPANY	COPIER LEASE	1,088.19

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER	NUMBER		DESCRIPTION	
					Totals for 151600411	5,441.03
11/12/2015	151600412	10 E 100 320 254300		G & K SERVICES, INC.	INVOICE #S: 1017381687, 1017381688, 1017381689	48.16
	151600412	10 E 200 320 254300		G & K SERVICES, INC.	INVOICE #S: 1017381687, 1017381688, 1017381689	48.16
	151600412	10 E 400 320 254300		G & K SERVICES, INC.	INVOICE #S: 1017381687, 1017381688, 1017381689	48.17
					Totals for 151600412	144.49
11/12/2015	151600413	10 E 200 411 125400		HICKS, ROBERT	CLAVINOVA + BENCH	750.00
					Totals for 151600413	750.00
11/12/2015	151600414	10 E 800 342 221910		LIERMAN, ANDREW	Mileage to CESA and back 11/10/2015	28.60
					Totals for 151600414	28.60
11/12/2015	151600415	10 E 400 411 125400		MORGAN MUSIC COMPANY	CHARGE SALE 355323 9-9-2015	68.40
	151600415	10 E 400 411 125500		MORGAN MUSIC COMPANY	CHARGE SALE #(OCT 21, 2015:359343,359344,359345) (OCT 28, 2015: 359633)	266.06
					Totals for 151600415	334.46
11/12/2015	151600416	10 E 800 342 232100		ORTH, JOYCE	Mileage and expense reimbursement	157.33
					Totals for 151600416	157.33
11/12/2015	151600417	10 E 800 341 256710		STUDENT TRANSIT EAU CLAIRE, IN	SEPT 2015 INTRA DAY BILLING	776.03
					Totals for 151600417	776.03
11/16/2015	151600421	10 E 200 320 254300		JOHNSON CONTROLS, INC.	repair trane gas furnace in maint. building. / replaced thermostat M.S. office.	118.10
	151600421	10 E 800 320 254300		JOHNSON CONTROLS, INC.	repair trane gas furnace in maint. building. / replaced thermostat M.S. office.	483.67
					Totals for 151600421	601.77
11/16/2015	151600422	27 E 800 370 436000		LE PHILLIPS CAREER DEV CTR	LE PHILLIPS CAREER DEV, S. KOMRO & A. TITEL	660.00
					Totals for 151600422	660.00
11/16/2015	151600423	10 E 200 320 254300		NET GUARD SECURITY SOLUTIONS	troubleshoot fire panel/ ground fault	85.00
					Totals for 151600423	85.00
11/16/2015	151600424	27 E 700 411 158000		SCHOOL SPECIALTY, INC.	CLASSROOM KEEPERS FOLDER HOLDER	25.08
	151600424	27 E 700 411 158000		SCHOOL SPECIALTY, INC.	MAGNETIC NUMBER LINE	46.80
	151600424	27 E 700 411 158000		SCHOOL SPECIALTY, INC.	MAGNETIC NUMBER LINE	19.22
					Totals for 151600424	91.10
11/23/2015	151600425	10 L 000 000 811670		ING LIFE INS & ANNUITY CO	Payroll accrual	305.00
	151600425	27 L 000 000 811670		ING LIFE INS & ANNUITY CO	Payroll accrual	105.00
	151600425	10 L 000 000 811670		ING LIFE INS & ANNUITY CO	Payroll accrual	160.00
					Totals for 151600425	570.00

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	NUMBER	NUMBER	NUMBER			
11/23/2015	151600426	10 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	402.93
	151600426	27 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	84.43
	151600426	50 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	15.79
	151600426	10 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	402.93
	151600426	27 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	84.43
	151600426	50 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	15.79
	151600426	10 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	199.12
	151600426	27 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	39.23
	151600426	50 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	6.72
	151600426	10 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	199.12
	151600426	27 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	39.23
	151600426	50 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	6.72
	151600426	10 L 000 000	811634	MINNESOTA LIFE INSURANCE CO	Payroll Accrual	37.31
					Totals for 151600426	1,533.75
11/23/2015	151600427	10 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	Payroll accrual	7,259.91
	151600427	27 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	Payroll accrual	1,460.41
	151600427	10 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	Payroll accrual	63,660.85
	151600427	27 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	Payroll accrual	13,424.88
	151600427	10 E 800 240	291000	SECURITY HEALTH PLAN OF WI, IN	RETIREE INSURANCE PREMIUMS	35,628.75
	151600427	10 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	Payroll accrual	7,216.84
	151600427	27 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	Payroll accrual	1,503.48
	151600427	10 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	Payroll accrual	63,660.85
	151600427	27 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	Payroll accrual	13,424.88
	151600427	10 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	COBRA PREMIUMS	1,479.05
	151600427	10 L 000 000	811631	SECURITY HEALTH PLAN OF WI, IN	PREMIUM ADJUSTMENTS	1,604.36
					Totals for 151600427	210,324.26
11/23/2015	151600428	10 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	213.94
	151600428	27 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	40.61
	151600428	10 L 000 000	811631	WEA INSURANCE TRUST	Payroll Accrual	51.44
	151600428	10 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	234.75
	151600428	27 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	14.70
	151600428	10 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	1,473.95
	151600428	27 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	332.48
	151600428	80 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	0.00
	151600428	10 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	238.24
	151600428	27 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	32.81
	151600428	10 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	239.79
	151600428	27 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	29.82
	151600428	10 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	1,408.96
	151600428	27 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	256.31
	151600428	80 L 000 000	811631	WEA INSURANCE TRUST	Payroll accrual	0.00
					Totals for 151600428	4,567.80
11/16/2015	151600429	50 E 800 411	257250	COCA-COLA BOTTLING CO	DELIVER 10-30-2015	401.28
					Totals for 151600429	401.28
11/16/2015	151600430	50 E 800 415	257240	DEAN FOODS OF WISCONSIN	STATEMENT DATE 11-1-2015	3,051.99
					Totals for 151600430	3,051.99
11/16/2015	151600431	50 E 800 411	257220	EARTHGRAINS BAKING CO. INC.	INV#S: 52188306351, 6350, 6442, 6443, 6529, 6528	165.87
	151600431	50 E 800 415	257220	EARTHGRAINS BAKING CO. INC.	INV#S: 52188306351, 6350, 6442, 6443, 6529, 6528	165.87

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	NUMBER	NUMBER			VENDOR	DESCRIPTION	AMOUNT	
						Totals for 151600431	331.74	
11/16/2015	151600432	50 E 800 411 257220			ECOLAB, INC	JET DRY, LIMEAWAY, OASIS, SOLID METAL PRO	661.11	
						Totals for 151600432	661.11	
11/16/2015	151600435	50 E 800 415 257250			INDIANHEAD FOODSERVICE INC	HS ALA CARTE. INV#S: 756677, 759558, 758612, 760469, 761291	1,018.53	
	151600435	50 E 800 411 257220			INDIANHEAD FOODSERVICE INC	SUPPLIES. INV#S: 756675, 757532, 759557, 761289, 757529, 759554, 760464, 761285	973.08	
	151600435	50 E 800 411 257250			INDIANHEAD FOODSERVICE INC	MS ALA CARTE. INV#S: 757530, 758607, 759552, 760465, 761287	709.20	
	151600435	50 E 800 415 257210			INDIANHEAD FOODSERVICE INC	INV#S: 756673, 759553, 370745, 761286. MS BREAKFAST	2,071.43	
	151600435	50 E 800 415 257220			INDIANHEAD FOODSERVICE INC	HS LUNCH. INV#S: 756675, 756674, 757532, 757531, 758610, 758609, 759555, 759557, 760468, 760466, 761288, 761289	4,254.50	
	151600435	50 E 800 415 257210			INDIANHEAD FOODSERVICE INC	INV#S: 756676, 757533, 758611, 759556, 760468, 371710, 761290, HS BREAKFAST	1,619.44	
	151600435	50 E 800 415 257220			INDIANHEAD FOODSERVICE INC	MS LUNCH INV#S: 371519, 756672, 757529, 758608, 758606, 760464, 761285	9,331.00	
						Totals for 151600435	19,977.18	
11/16/2015	151600436	50 E 800 411 257220			PIZZA HUT OF EAU CLAIRE INC	HS LUNCH INV#S: 145842960003, 145842960001, 145843030001, 145843030003	470.40	
	151600436	50 E 800 411 257220			PIZZA HUT OF EAU CLAIRE INC	MS LUNCH INV#S: 145842960002, 145843030002, 145843100002	485.10	
						Totals for 151600436	955.50	
11/17/2015	151600437	80 E 200 187 392111			GRIMM, JAYMEE	GAME WORKER	15.00	
	151600437	80 E 200 187 392111			GRIMM, JAYMEE	GAME WORKER	15.00	
	151600437	80 E 200 187 392111			GRIMM, JAYMEE	GAME WORKER	20.00	
	151600437	80 E 200 187 392111			GRIMM, JAYMEE	GAME WORKER	15.00	
						Totals for 151600437	65.00	
11/18/2015	151600438	10 E 150 411 121000			CHIPPEWA VALLEY SPORTING GOODS	TRIPLE PLAY FLAGS	120.00	
						Totals for 151600438	120.00	
11/18/2015	151600439	10 E 400 341 256740			KOBUSSEN BUSES LTD	Coach bus for HS VB team trip to State Tournament Green Bay WI 11/5/15-11/7/15	3,900.00	
						Totals for 151600439	3,900.00	
11/18/2015	151600440	10 E 800 310 231500			QUARLES & BRADY LLP	TAX AND REVENUE ANTICIPATION PROMISSORY NOTE	2,000.00	
						Totals for 151600440	2,000.00	

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	NUMBER	NUMBER				DESCRIPTION	
11/18/2015	151600441	10 E 100 411 110300	REALLY GOOD STUFF, INC.		ORDER# 004746519001	83.76	
	151600441	27 E 700 411 158000	REALLY GOOD STUFF, INC.		ORDER# 004950584000	89.32	
					Totals for 151600441	173.08	
11/18/2015	151600442	10 E 200 411 120600	STAPLES		ORDER #139413308-000-001	81.32	
					Totals for 151600442	81.32	
11/18/2015	151600443	27 E 800 411 156700	WINCHESTER, KIMBERLY		MILEAGE SEPT 2- OCT 26, 2015	123.11	
					Totals for 151600443	123.11	
11/23/2015	151600444	10 E 200 320 254300	BRAUN CORPORATION LLC		W/O#B51001276	176.25	
	151600444	10 E 400 320 254300	BRAUN CORPORATION LLC		W/O#B51001276	176.25	
					Totals for 151600444	352.50	
11/23/2015	151600445	10 E 150 342 221400	CHMELIK, COLLEEN		Mileage to & from WAFLT conference in Appleton WI on Nov 6 & 7	227.70	
					Totals for 151600445	227.70	
11/23/2015	151600446	10 E 100 320 254300	INNOVATIONAL CONCEPTS, INC.		MONTHLY SERVICE PROGRAM, AHS, AMS, PES	181.70	
	151600446	10 E 200 320 254300	INNOVATIONAL CONCEPTS, INC.		MONTHLY SERVICE PROGRAM, AHS, AMS, PES	181.70	
	151600446	10 E 400 320 254300	INNOVATIONAL CONCEPTS, INC.		MONTHLY SERVICE PROGRAM, AHS, AMS, PES	181.70	
					Totals for 151600446	545.10	
11/23/2015	151600447	10 E 800 310 221910	LIERMAN, ANDREW		Reimbursement for Internet July-November	250.00	
					Totals for 151600447	250.00	
11/23/2015	151600448	27 E 700 411 158000	MCGRAW-HILL EDUCATION, INC.		Connecting Math Concepts Level A student workbooks 1	184.72	
					Totals for 151600448	184.72	
11/23/2015	151600449	10 E 100 411 121000	NASCO		ORDER#40-3104-0 WALTHER	327.11	
	151600449	10 E 400 411 121000	NASCO		ORDER#40-4399-G	16.80	
	151600449	10 E 400 411 121000	NASCO		ORDER #40-4399-0	349.32	
	151600449	10 E 200 411 121000	NASCO		ORDER #40-5745-0, INV#642068, 635827	366.08	
					Totals for 151600449	1,059.31	
11/23/2015	151600450	27 E 700 342 158000	ROBERTSON, JENNIFER		Costs for mileage and meals, College and Career Ready Conference	149.50	
					Totals for 151600450	149.50	
11/23/2015	151600451	10 E 150 411 121000	SCHOOL SPECIALTY, INC.		ORDER #27069188 BURGRAFF	57.28	
	151600451	10 E 150 411 121000	SCHOOL SPECIALTY, INC.		ORDER#27069188 BURGRAFF	2,790.70	
	151600451	10 E 150 411 121000	SCHOOL SPECIALTY, INC.		ORDER #27069188 BURGRAFF	33.88	
	151600451	10 E 150 411 121000	SCHOOL SPECIALTY, INC.		ORDER #27069188 BURGRAFF	75.38	
					Totals for 151600451	2,957.24	
11/23/2015	151600452	10 E 800 942 231100	WISC ASSOC OF SCHOOL BOARDS		On-site Reg WASB Workshop (HILGER)	85.00	

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				Totals for 151600452	85.00
11/25/2015	151600455	50 E 800 415 257250	COCA-COLA BOTTLING CO	FS COCA COLA	246.72
				Totals for 151600455	246.72
11/25/2015	151600456	50 E 800 415 257240	DEAN FOODS OF WISCONSIN	UNIT SUMMARY: 3943339, 3930559	2,992.82
				Totals for 151600456	2,992.82
11/25/2015	151600457	50 E 800 415 257220	EARTHGRAINS BAKING CO. INC.	INV#S: 52188306611, 52188306613	246.60
				Totals for 151600457	246.60
11/25/2015	151600459	50 E 800 415 257220	INDIANHEAD FOODSERVICE INC	INV#739078,762288,762289,76328 5,763286	715.40
	151600459	50 E 800 415 257250	INDIANHEAD FOODSERVICE INC	MS ALA CARTE	43.20
	151600459	50 E 800 415 257220	INDIANHEAD FOODSERVICE INC	INV#762286, 763283	1,894.95
	151600459	50 E 800 415 257210	INDIANHEAD FOODSERVICE INC	INV#745156, 762290, 763288	647.12
	151600459	50 E 800 415 257210	INDIANHEAD FOODSERVICE INC	INV#746223, 763284	833.02
	151600459	50 E 800 415 257220	INDIANHEAD FOODSERVICE INC	INV#763283, 763286 SUPPLIES	170.26
	151600459	50 E 800 415 257250	INDIANHEAD FOODSERVICE INC	INV#762291, 763287	102.93
				Totals for 151600459	4,406.88
11/25/2015	151600460	50 E 800 411 257220	PIZZA HUT OF EAU CLAIRE INC	INV#S: 14584317006, 145843170005	235.20
	151600460	50 E 800 411 257220	PIZZA HUT OF EAU CLAIRE INC	HS LUNCH	161.70
				Totals for 151600460	396.90
11/25/2015	151600461	10 E 800 310 252000	E O JOHNSON COMPANY	PARTS & REPAIR TO KODAK SCANNER E8919	306.64
				Totals for 151600461	306.64
11/25/2015	151600462	10 E 800 320 254200	MISSISSIPPI WELDERS SUPPLY	co2 for football paint sprayer. CREDIT	-240.00
	151600462	10 E 800 411 221100	MISSISSIPPI WELDERS SUPPLY	CUSTOMER #SCHDIC	1,831.00
				Totals for 151600462	1,591.00
11/25/2015	151600464	10 E 800 411 221910	SERGEANT LABORATORIES, INC	AristotleInsight::K12(TM) Universal Agent Connections Includes: Installer (Windows OS, Mac OS) Management Console Compatible Chromebook User Agent (first year included) Please fax PO to 608-788-9662 Attn Matt	3,558.79
	151600464	10 E 800 411 221910	SERGEANT LABORATORIES, INC	One year AristotleInsight::K12 License includes: updates, hardware/software support, unlimited telephone support, and emergency line. Please fax PO to 608-788-9662 Attn Matt	3,898.52
	151600464	10 E 800 551 221910	SERGEANT LABORATORIES, INC	Aristotle Insight Appliance Please fax PO to 608-788-9662 Attn Matt	4,015.48

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	NUMBER	NUMBER	NUMBER		DESCRIPTION		
					Totals for 151600464		11,472.79
11/25/2015	151600466	10 E 400 341 256740	STUDENT TRANSIT EAU CLAIRE, IN CHARTERS				2,123.05
	151600466	10 E 400 341 256770	STUDENT TRANSIT EAU CLAIRE, IN CHARTERS- ECOLOGY				770.00
	151600466	10 E 400 341 256740	STUDENT TRANSIT EAU CLAIRE, IN CHARTERS- FOOTBALL				1,705.55
	151600466	10 E 400 341 256740	STUDENT TRANSIT EAU CLAIRE, IN CHARTERS- TENNIS				270.00
	151600466	10 E 400 341 256740	STUDENT TRANSIT EAU CLAIRE, IN OB ALISA LANE				240.00
	151600466	10 E 400 341 256770	STUDENT TRANSIT EAU CLAIRE, IN HS TO COURTHOUSE				135.00
	151600466	10 E 200 341 256770	STUDENT TRANSIT EAU CLAIRE, IN MS TO FERGUSON ORCHARD				150.00
	151600466	27 E 800 341 256750	STUDENT TRANSIT EAU CLAIRE, IN SPED TO CF FAIRGROUNDS				220.00
	151600466	10 E 400 341 256740	STUDENT TRANSIT EAU CLAIRE, IN CHARTERS- SOCCER				1,985.15
	151600466	10 E 200 341 256740	STUDENT TRANSIT EAU CLAIRE, IN CHARTERS- VOLLEYBALL				2,865.05
	151600466	10 E 800 341 256740	STUDENT TRANSIT EAU CLAIRE, IN CHARTERS- VOLLEYBALL FANS				346.50
					Totals for 151600466		10,810.30
11/30/2015	151600467	27 E 700 342 218100	DAVIS, NICOLE	Mileage			144.78
				Reimbursement-Professional			
				Development 11/12/15-11/13/15			
					Totals for 151600467		144.78
12/01/2015	151600468	80 E 200 187 392100	DECKER, JORDAN	GAME WORKER			10.00
	151600468	10 E 400 187 162205	DECKER, JORDAN	GAME WORKER			30.00
	151600468	80 E 200 187 392100	DECKER, JORDAN	GAME WORKER			18.00
					Totals for 151600468		58.00
12/01/2015	151600469	80 E 200 187 392100	DISALLE, JOHN	GAME WORKER			18.00
	151600469	10 E 400 187 162105	DISALLE, JOHN	GAME WORKER			30.00
	151600469	80 E 200 187 392100	DISALLE, JOHN	GAME WORKER			10.00
					Totals for 151600469		58.00
12/01/2015	151600470	10 E 400 187 162223	FREDERIKSEN, JEANNIE	GAME WORKER			35.00
					Totals for 151600470		35.00
12/01/2015	151600471	80 E 200 310 392100	HAYDEN, CARTER	OFFICIAL			25.00
	151600471	80 E 200 310 392100	HAYDEN, CARTER	OFFICIAL			25.00
					Totals for 151600471		50.00
12/01/2015	151600472	10 E 400 187 162205	HAYS, KEVIN	GAME WORKER			30.00
					Totals for 151600472		30.00
12/01/2015	151600473	10 E 400 310 162205	HUTTER, ALEXANDER	OFFICIAL			75.00
					Totals for 151600473		75.00
12/01/2015	151600474	10 E 400 310 162205	HUTTER, RONALD	OFFICIAL			75.00
					Totals for 151600474		75.00
12/01/2015	151600475	80 E 200 187 392100	JACKSON, VICTORIA	GAME WORKER			18.00
	151600475	80 E 200 187 392100	JACKSON, VICTORIA	GAME WORKER			10.00
	151600475	10 E 400 187 162205	JACKSON, VICTORIA	GAME WORKER			30.00
					Totals for 151600475		58.00
12/01/2015	151600476	10 E 400 310 162105	KOZUCH, JOSEPH	OFFICIAL			100.00
					Totals for 151600476		100.00
12/01/2015	151600477	10 E 400 310 162105	NELSON, PAUL	OFFICIAL			85.00
					Totals for 151600477		85.00

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	NUMBER	NUMBER			DESCRIPTION		
12/01/2015	151600478	10 E 400 310	162105	RASMUSSEN, ROBERT	OFFICIAL		100.00
	151600478	10 E 400 310	162205	RASMUSSEN, ROBERT	OFFICIAL		75.00
					Totals for 151600478		175.00
12/01/2015	151600479	10 E 400 310	162105	SEKEL, JAMES	OFFICIAL		85.00
					Totals for 151600479		85.00
12/01/2015	151600480	10 E 400 310	162105	SUMNER, JOHN	OFFICIAL		100.00
	151600480	10 E 400 310	162205	SUMNER, JOHN	OFFICIAL		75.00
	151600480	10 E 400 310	162105	SUMNER, JOHN	OFFICIAL		45.00
					Totals for 151600480		220.00
12/01/2015	151600481	80 E 200 187	392100	TRAVIS, ETHYN	GAME WORKER		10.00
	151600481	10 E 400 187	162105	TRAVIS, ETHYN	GAME WORKER		30.00
					Totals for 151600481		40.00
12/01/2015	151600482	10 E 400 310	162105	VAN AMBER, DEAN	OFFICIAL		85.00
					Totals for 151600482		85.00
12/01/2015	151600483	10 E 400 310	162205	WEISHEIPL, DAVID	OFFICIAL		85.00
					Totals for 151600483		85.00
12/01/2015	151600484	10 E 400 310	162205	WHITESIDE, DENNIS	OFFICIAL		75.00
	151600484	10 E 400 310	162105	WHITESIDE, DENNIS	OFFICIAL		45.00
					Totals for 151600484		120.00
12/01/2015	151600485	10 E 400 310	162105	WILSON, KATIE	OFFICIAL		100.00
	151600485	10 E 400 310	162205	WILSON, KATIE	OFFICIAL		75.00
					Totals for 151600485		175.00
11/30/2015	201500092	10 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		3,379.16
	201500092	27 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		1,082.80
	201500092	50 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		345.84
	201500092	80 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		27.31
	201500092	10 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		3,379.16
	201500092	27 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		1,082.80
	201500092	50 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		345.84
	201500092	80 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		27.31
	201500092	10 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		18,159.16
	201500092	27 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		3,035.07
	201500092	80 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		51.95
	201500092	10 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		18,159.16
	201500092	27 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		3,035.07
	201500092	80 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		51.95
	201500092	10 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		17,191.82
	201500092	27 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		3,035.13
	201500092	10 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		3,724.44
	201500092	27 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		1,088.73
	201500092	50 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		500.75
	201500092	80 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		77.21
	201500092	10 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		17,191.82
	201500092	27 L 000 000	811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		3,035.13
	201500092	10 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		3,724.44
	201500092	27 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		1,088.73
	201500092	50 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual		500.75

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	
	NUMBER	NUMBER	NUMBER		DESCRIPTION	AMOUNT
11/30/2015	201500092	80 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	77.21
	201500092	10 L 000 000	811622	WISCONSIN RETIREMENT SYSTEM	Payroll Accrual	-6.20
					Totals for 201500092	103,392.54
12/01/2015	201500133	10 L 000 000	811635	DELTA DENTAL	Payroll accrual	8,400.08
	201500133	27 L 000 000	811635	DELTA DENTAL	Payroll accrual	1,813.45
	201500133	10 L 000 000	811635	DELTA DENTAL	Payroll Accrual	-33.90
	201500133	10 L 000 000	811635	DELTA DENTAL	Payroll accrual	8,340.36
	201500133	27 L 000 000	811635	DELTA DENTAL	Payroll accrual	1,634.29
	201500133	27 L 000 000	811635	DELTA DENTAL	Payroll accrual	238.88
					Totals for 201500133	20,393.16
11/12/2015	201500215	27 E 700 310	152000	CREDIT CARD	Credit Card Payment AP Invoice.	192.37
					Totals for 201500215	192.37
11/12/2015	201500216	27 E 700 310	152000	CREDIT CARD	Credit Card Payment AP Invoice.	63.90
					Totals for 201500216	63.90
11/12/2015	201500217	10 E 800 342	252000	CREDIT CARD	Credit Card Payment AP Invoice.	198.00
					Totals for 201500217	198.00
11/12/2015	201500218	10 E 400 411	123000	CREDIT CARD	Credit Card Payment AP Invoice.	26.00
					Totals for 201500218	26.00
11/12/2015	201500219	61 L 000 000	814226	CREDIT CARD	Credit Card Payment AP Invoice.	293.18
					Totals for 201500219	293.18
11/12/2015	201500220	27 E 700 411	158000	CREDIT CARD	Credit Card Payment AP Invoice.	73.45
					Totals for 201500220	73.45
11/12/2015	201500221	10 E 400 411	123000	CREDIT CARD	Credit Card Payment AP Invoice.	30.06
					Totals for 201500221	30.06
11/12/2015	201500222	10 E 400 411	143000	CREDIT CARD	Credit Card Payment AP Invoice.	120.55
					Totals for 201500222	120.55
11/12/2015	201500223	10 E 400 411	143000	CREDIT CARD	Credit Card Payment AP Invoice.	39.99
					Totals for 201500223	39.99
11/12/2015	201500224	10 E 400 411	143000	CREDIT CARD	Credit Card Payment AP Invoice.	39.99
					Totals for 201500224	39.99
11/12/2015	201500225	10 E 400 341	256240	CREDIT CARD	Credit Card Payment AP Invoice.	27.65
					Totals for 201500225	27.65

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE DESCRIPTION	AMOUNT
	NUMBER	NUMBER	NUMBER			
11/12/2015	201500226	27 E 700 411 158000		CREDIT CARD	Credit Card Payment AP Invoice. Totals for 201500226	68.11 68.11
11/12/2015	201500227	27 E 700 411 158000		CREDIT CARD	Credit Card Payment AP Invoice. Totals for 201500227	72.60 72.60
11/12/2015	201500228	27 E 700 411 158000		CREDIT CARD	Credit Card Payment AP Invoice. Totals for 201500228	67.00 67.00
11/12/2015	201500229	27 E 700 342 221300		CREDIT CARD	Credit Card Payment AP Invoice. Totals for 201500229	82.00 82.00
11/12/2015	201500230	10 E 400 942 125400		CREDIT CARD	Credit Card Payment AP Invoice. Totals for 201500230	108.00 108.00
11/10/2015	201500231	10 E 400 411 162118		CREDIT CARD	Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	6.40
	201500231	10 E 400 411 162118		CREDIT CARD	Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	19.40
	201500231	10 E 200 411 125400		CREDIT CARD	Classroom Supplies	50.45
	201500231	10 E 400 411 162118		CREDIT CARD	Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	55.00
	201500231	10 E 400 411 162118		CREDIT CARD	Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	15.50
	201500231	10 E 400 411 162118		CREDIT CARD	Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	54.78
	201500231	10 E 200 411 143000		CREDIT CARD	WHPE PE Conference	0.00
	201500231	10 E 150 411 143000		CREDIT CARD	WHPE PE Conference	155.00
	201500231	10 E 200 411 125400		CREDIT CARD	Classroom Supplies	10.96
	201500231	10 E 400 411 162118		CREDIT CARD	Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	30.00
	201500231	10 E 200 310 213000		CREDIT CARD	games and books for "weekend bags" for kids (courtesy of Altoona PTO)	89.83
	201500231	27 E 700 411 158000		CREDIT CARD	for daily living, prevocational skills, incentives, classroom supplies and groceries	29.97
	201500231	10 E 100 310 122000		CREDIT CARD	Supplies for AMS Family Math	41.46

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER			DESCRIPTION	
					night	
	201500231	10 E 200 411 125400	CREDIT CARD		Classroom Supplies	38.78
	201500231	10 E 200 310 213000	CREDIT CARD		prizes for CICO	25.98
	201500231	10 E 400 411 162118	CREDIT CARD		Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	18.77
	201500231	10 E 400 411 162118	CREDIT CARD		Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	1,000.00
	201500231	10 E 400 411 162118	CREDIT CARD		Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	18.00
	201500231	10 E 400 411 162118	CREDIT CARD		Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	6.95
	201500231	27 E 700 411 158530	CREDIT CARD		internet license	159.00
	201500231	10 E 150 411 110450	CREDIT CARD		Prompting Guides for reading instruction	331.90
	201500231	10 E 400 411 162118	CREDIT CARD		Hotel Rooms and expenses for WIAA Girls Individual State Tennis tournament 10/15/15-10/17/15	52.00
11/12/2015	201500231	10 E 400 942 125400	CREDIT CARD		Credit Card Payment AP Invoice.	116.00
					Totals for 201500231	2,326.13
10/10/2015	201500232	10 E 150 342 221400	BMO - BANK OF MONTREAL		Registration for the WAFLT Conference in Appleton	80.00
	201500232	10 E 400 411 126000	BMO - BANK OF MONTREAL		GORDYS	52.63
	201500232	10 E 200 411 126000	BMO - BANK OF MONTREAL		classroom supplies	8.98
	201500232	10 E 200 411 120000	BMO - BANK OF MONTREAL		AMS indoor recess equip	85.76
	201500232	10 E 400 411 126000	BMO - BANK OF MONTREAL		Gradecam	15.00
	201500232	10 E 400 411 126000	BMO - BANK OF MONTREAL		Grade Cam Accounts OCT 2	30.00
	201500232	10 E 100 411 213000	BMO - BANK OF MONTREAL		2015-2016 Curriculum materials for classroom guidance	36.54
	201500232	10 E 100 411 222200	BMO - BANK OF MONTREAL		Library Supply Order for Pedersen ElementaryAMAZON	36.65
	201500232	10 E 400 411 126000	BMO - BANK OF MONTREAL		GORDYS	22.35
	201500232	27 E 700 411 158000	BMO - BANK OF MONTREAL		for daily living, prevocational skills, incentives, classroom supplies and groceries	59.01
					Totals for 201500232	426.92
11/23/2015	201500233	10 L 000 000 811671	GREAT-WEST RETIREMENT SERVICES		Payroll accrual	1,317.00
	201500233	27 L 000 000 811671	GREAT-WEST RETIREMENT SERVICES		Payroll accrual	500.00
					Totals for 201500233	1,817.00
11/23/2015	201500234	10 L 000 000 811613	WISCONSIN DEPT OF REVENUE		Payroll accrual	17.50
	201500234	80 L 000 000 811613	WISCONSIN DEPT OF REVENUE		Payroll accrual	7.50
	201500234	10 L 000 000 811613	WISCONSIN DEPT OF REVENUE		Payroll accrual	15,066.18

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE DESCRIPTION	AMOUNT
	NUMBER	NUMBER	NUMBER			
11/23/2015	201500234	27 L 000 000	811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	2,677.30
	201500234	50 L 000 000	811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	268.78
	201500234	80 L 000 000	811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	2.04
					Totals for 201500234	18,039.30
11/23/2015	201500235	10 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	1,608.35
	201500235	27 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	291.67
	201500235	10 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	5,888.92
	201500235	27 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	634.00
	201500235	80 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	78.25
	201500235	10 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	1,878.50
	201500235	27 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	84.00
	201500235	10 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	53.57
	201500235	27 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	61.84
	201500235	10 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	77.71
	201500235	27 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	30.57
	201500235	10 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	233.00
	201500235	27 L 000 000	811691	WEA TRUST ADVANTAGE	Payroll accrual	0.00
					Totals for 201500235	10,920.38
11/23/2015	201500236	10 L 000 000	811612	EFTPS	Payroll accrual	30,339.57
	201500236	27 L 000 000	811612	EFTPS	Payroll accrual	5,009.33
	201500236	50 L 000 000	811612	EFTPS	Payroll accrual	472.73
	201500236	80 L 000 000	811612	EFTPS	Payroll accrual	12.07
	201500236	10 L 000 000	811611	EFTPS	Payroll accrual	20,480.88
	201500236	27 L 000 000	811611	EFTPS	Payroll accrual	3,915.42
	201500236	50 L 000 000	811611	EFTPS	Payroll accrual	717.76
	201500236	80 L 000 000	811611	EFTPS	Payroll accrual	133.78
	201500236	10 L 000 000	811611	EFTPS	Payroll accrual	4,789.83
	201500236	27 L 000 000	811611	EFTPS	Payroll accrual	915.71
	201500236	50 L 000 000	811611	EFTPS	Payroll accrual	167.88
	201500236	80 L 000 000	811611	EFTPS	Payroll accrual	31.29
	201500236	10 L 000 000	811612	EFTPS	Payroll accrual	423.78
	201500236	50 L 000 000	811612	EFTPS	Payroll accrual	40.00
	201500236	80 L 000 000	811612	EFTPS	Payroll accrual	7.50
	201500236	10 L 000 000	811611	EFTPS	Payroll accrual	4,789.83
	201500236	27 L 000 000	811611	EFTPS	Payroll accrual	915.71
	201500236	50 L 000 000	811611	EFTPS	Payroll accrual	167.88
	201500236	80 L 000 000	811611	EFTPS	Payroll accrual	31.29
	201500236	10 L 000 000	811611	EFTPS	Payroll accrual	20,480.88
	201500236	27 L 000 000	811611	EFTPS	Payroll accrual	3,915.42
	201500236	50 L 000 000	811611	EFTPS	Payroll accrual	717.76
	201500236	80 L 000 000	811611	EFTPS	Payroll accrual	133.78
					Totals for 201500236	98,610.08
11/08/2015	201500237	10 L 000 000	811614	DIVERSIFIED BENEFIT SERVICES I	FSA BENEFITS CARD FUNDING NOV 13, 2015	555.00
	201500237	10 E 800 310	252105	DIVERSIFIED BENEFIT SERVICES I	NOV HRA ADM SERVICES	643.50
	201500237	10 L 000 000	811614	DIVERSIFIED BENEFIT SERVICES I	FSA BENEFITS CARD FUNDING NOV 2-8	692.75
	201500237	10 L 000 000	811614	DIVERSIFIED BENEFIT SERVICES I	FSA BENEFITS CARD FUNDING NOV 9-15	3,447.58
	201500237	10 L 000 000	811614	DIVERSIFIED BENEFIT SERVICES I	FSA BENEFITS CARD FUNDING NOV 6, 2015	720.00
					Totals for 201500237	6,058.83

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER	NUMBER		DESCRIPTION	
11/16/2015	201500238	10 E 800 355 263300		AT&T	ACCT# 715-R71-1460-584 1. OCT 1-NOV 1, 2015	1,103.94
					Totals for 201500238	1,103.94
11/23/2015	201500239	10 A 000 000 711100		WELLS FARGO BANK/NET PR & DIRE	NET PAYROLL & DIRECT DEPOSIT - 11/23/15	224,744.26
	201500239	27 A 000 000 711100		WELLS FARGO BANK/NET PR & DIRE	NET PAYROLL & DIRECT DEPOSIT - 11/23/15	44,659.82
	201500239	50 A 000 000 711100		WELLS FARGO BANK/NET PR & DIRE	NET PAYROLL & DIRECT DEPOSIT - 11/23/15	9,236.96
	201500239	80 A 000 000 711100		WELLS FARGO BANK/NET PR & DIRE	NET PAYROLL & DIRECT DEPOSIT - 11/23/15	1,866.27
					Totals for 201500239	280,507.31
11/30/2015	201500241	10 E 800 310 252100		EMPLOYEE BENEFITS CORPORATION	COBRA ADMINISTRATIVE FEES	169.00
					Totals for 201500241	169.00
11/30/2015	201500324	10 E 800 358 221910		CHARTER COMMUNICATIONS	Learning Center Internet NOV 16-DEC 15	45.88
					Totals for 201500324	45.88
11/30/2015	201500325	10 E 800 310 263300		CENTURYLINK - BUSINESS SERVICE	LONG DISTANCE OCT 1-31, 2015	74.52
					Totals for 201500325	74.52
11/30/2015	201500326	10 L 000 000 811614		DIVERSIFIED BENEFIT SERVICES I	FSA BENEFIT CARD FUNDING NOV 16-22, 2015	1,436.91
	201500326	10 L 000 000 811614		DIVERSIFIED BENEFIT SERVICES I	FSA BENEFIT CARD FUNDING NOV 23-29, 2015	583.18
					Totals for 201500326	2,020.09
					Totals for checks	912,331.18

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL	593,375.89	0.00	147,337.93	740,713.82
27	SPECIAL EDUCATION FUND	114,660.59	0.00	5,223.55	119,884.14
50	FOOD SERVICE	13,657.42	0.00	34,756.91	48,414.33
61	EXTRA CURRICULAR FUND	293.18	0.00	0.00	293.18
80	COMMUNITY SERVICE	2,616.71	0.00	409.00	3,025.71
***	Fund Summary Totals ***	724,603.79	0.00	187,727.39	912,331.18

***** End of report *****

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
11/12/2015	8184	61 L 000 000 814233 000	CENTURY RESOURCES IN	REFERENCE#S: 761645,763393,763394 Totals for 8184	4,739.04 4,739.04
11/16/2015	8185	61 L 000 000 814403 000	NEFF MOTIVATION, INC	Letter order, FOUR YEAR MUSIC AWARD 2014-15 Totals for 8185	132.75 132.75
11/16/2015	8186	61 L 000 000 814228 000	RUMP'S BUTCHER SHOPP	GIRLS SOFTBALL BANQUET SALE Totals for 8186	92.13 92.13
11/23/2015	8187	61 L 000 000 814229 000	A TO Z EMBROIDERY	TENNIS TEAM STATE TSHIRT Totals for 8187	872.75 872.75
11/23/2015	8188	61 L 000 000 814221 000	PEPSI-COLA	MS TEACHER POP OPEN PURCHSE ORDER FOR THE POP MACHINE IN THE WORKROOM Totals for 8188	218.11 218.11
11/12/2015	????????	61 L 000 000 814209 000	GRASER, PHILLIP	Music for Fall Fest Dance Totals for 151600418	250.00 250.00
11/23/2015	????????	61 L 000 000 814209 000	COCA-COLA BOTTLING C	MS STUDENT COUNCIL DELIVERY 11-13-15 Totals for 151600453	270.24 270.24
11/23/2015	????????	61 L 000 000 814209 000	WASC	WASC REGION 1 FALL SUMMIT DUES Totals for 151600454	503.00 503.00
Totals for checks					7,078.02

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
61	EXTRA CURRICULAR FUND	7,078.02	0.00	0.00	7,078.02
***	Fund Summary Totals ***	7,078.02	0.00	0.00	7,078.02

***** End of report *****

Altoona Area Foundation Inc.

DATE: November 19th, 2015
TIME: 7:00p.m.
LOCATION: High SCHOOL Conference Room
711 7th St W

AGENDA:

1. **Call to Order**
2. **Roll Call**
3. **SECRETARY'S REPORT & Correspondence**
4. **TREASURER'S REPORT**

5. **COMMITTEE REPORTS**
 - A: PROMOTION**-Update on collection boxes and scrap metal drive at The Shed.-total yr Ken
 - B: SCHOLARSHIP/ AWARDS**- Update on PARR Award, dates changed back to Feb 1st deadline, who will contact Guidance if PARR Award can be presented for 2016-Dani.
 - C: ALUMNI RELATIONS- STAR GRANTS**-Review Star Grants. Update on Krista Kelly's request for furniture.
6. **OLD BUSINESS**- New Brochures- Content for FB page and ongoing management of content. Update on Google Cloud. New student reps-??? Altoona Historical Society-update Ed Bohn
7. **NEW BUSINESS**-Discuss cookbook idea-Cheryl and Dani
8. **ADJOURN**

IF UNABLE TO ATTEND, PLEASE NOTIFY Cheri Meyer
buddha1969@sbcglobal.net



Altoona Parks & Recreation Committee Agenda
Monday November 30, 2015 6:00pm
Parks & Recreation Office
2300 Spooner Ave

1. Call Meeting to Order
2. Roll Call
3. Maintenance Report
4. Recreation Report
5. Discuss/consider approval of minutes from the September 28, 2015 Parks & Recreation Committee Meeting.
6. Discuss/consider Music in the Park 2016.
7. Discuss/consider the request from Julie Haugen to put a "Little Library" memorial in 10th Street Park, in honor of her mother Arlene Flohr, Altoona resident and Pedersen Elementary teacher.
8. Presentation and Discussion of AYSB 2015 related costs and terms of the 2016 field contract
9. Discussion of the 2016 AYSB Concessions Stand Contract
10. Discuss/consider the 2016 Banner and Brochure Ad fees
11. Discuss/consider the 2016 Park Facility Rental Fees
12. Discuss the 2016 Park & Recreation Committee Meeting Schedule
13. Discuss/consider a playground piece for Centennial Park
14. Discuss/consider the allocation of the Parks Capital Improvement funds
15. Update on Centennial Park
16. Public Comments and Concerns
17. Adjournment

Debra Goldbach
Recreation Manager
Altoona Parks & Recreation Department



Altoona Parks & Recreation Committee Agenda
Monday November 30, 2015 6:00pm
Parks & Recreation Office
2300 Spooner Ave

November 24, 2015

TO ALTOONA PARKS & RECREATION COMMITTEE:

The following is an Addendum to the Parks & Recreation Committee Agenda of November 30, 2015 to be held in the Parks & Recreation Office at 2300 Spooner Avenue at 6:00 p.m.

ADDENDUM I

18. Discuss/consider recommendation to Council regarding the Emerald Ash Borer Community Preparedness Plan.

Debra Goldbach
Recreation Manager
Altoona Parks & Recreation Department



11/16/15

Parks & Recreation Committee Meeting Summary of Agenda Items

Item 6: Discuss/consider Music in the Park 2016

Steve Szydel would like to continue Music in the Park for 2016.

Item 7: Discuss/consider the request from Julie Haugen to put a "Little Library memorial in 10th Street Park, in honor of her mother Arlene Flohr, Altoona resident and Pedersen Elementary Teacher.

Julie Haugen contacted staff wondering if there would be a possibility of placing a "Little Free Library" in 10th Street Park in memory of her mother Arlene Flohr who was an Altoona resident and elementary teacher at Pedersen Elementary.

The Committee needs to consider not only the memorial, but also who will be responsible for the installation, concrete work and upkeep.

Item 8: Presentation and discussion of AYSB 2015 related costs and terms of the 2016 contract.

Recreation Staff has completed an analysis of the 2015 field usage for AYASB, and the direct cost to the City was \$1502.44. The Committee will need to recommend the rate for the 2016 contract. The fee imposed on AYSB is used to calculate the fees for other field rental agreements.

Item 9: Discuss the 2016 AYSB Concessions Stand Contract.

The P&R Committee will need to recommend to Council the 2015 Concession lease between the City and Altoona Youth Softball and Baseball organization for the 10th Street Concession stand.

The 2015 Concessions Lease stated AYSB shall pay the City \$250.00 for the rental of the concessions facility at 10th Street Park. Staff has compiled the electric charges for the 10th Street Concessions building and the cost for the facility was \$452.32 for the dates of March 12-September 9.

Item 10: Discuss/consider the 2016 Banner and Brochure Ad fees.

Staff has set the rates for the banner program and the brochure ad program. Staff is requesting approval of the rates.

Item 11: Discuss/consider the 2016 Park Facility Rental Fees

Staff has completed an audit for each of the rentals which will be presented at the meeting. The Committee Members will need to approve the fees for the 2016 Rental year.

Item 12: Discuss the 2016 Parks & Recreation Committee Meeting Schedule

Staff will present to Committee Members the 2016 Committee Meeting calendar

Item 13: Discuss/consider a playground piece for Centennial Park

Staff will present several playground pieces for the Committee to consider for Centennial Park

Item 14: Discuss/consider the allocation of the Parks Capital Improvement funds

Staff is requesting direction from Committee Members for the allocation of the Parks Capital improvement funds

Memo



To: Parks & Recreation Committee
From: Ronald Arruejo, Management Analyst Fellow
Date: November 24, 2015
Re: Emerald Ash Borer Community Preparedness Plan

Background

The City of Altoona has a variety of ways to prevent the spread of the emerald ash borer infestation in addition to its mitigation when it arrives within the limits of the city. As stated in the "City of Altoona Emerald Ash Borer Community Preparedness Plan," options vary from proactive removal, to insecticide options, to letting the infestation runs its course in the affected ash trees. The recommendation presented herein uses a variety of options depending on the location of the ash trees in addition to their proportion of the immediate vicinity's area of trees.

Recommendation of the Community Preparedness Plan to the City Council

The Plan should be recommended to the City Council for adoption as a guide for both short- and long-term solutions to the EAB infestation. It can be amended, if need be, if more information comes to light regarding EAB.

Attachments

1. Emerald Ash Borer Community Preparedness Plan

CITY OF ALTOONA
EMERALD ASH BORER
COMMUNITY PREPAREDNESS PLAN



Title Page Picture Source: *DATCP Services*. State of Wisconsin, n.d. Web. 15 Oct. 2014.

<<https://datcpservices.wisconsin.gov/eab/images/eabhome.jpg>>. Emerald Ash Borer with size perspective comparison with a penny.

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EXECUTIVE SUMMARY

The Emerald Ash Borer is an invasive species from Asia that was first detected in the United States in 2002 and has since spread to two provinces in Canada and 24 other states as of October 2014 (Appendix A). In 2008, the EAB was confirmed in Eastern Wisconsin, Western Wisconsin in 2009, and in the neighboring Trempealeau County in August 2012. This erratic distribution pattern is caused by the transportation of infected ash material, principally firewood, and cannot be attributed to natural spread as the EAB can only fly approximately a ½ mile from the tree where they emerge. It may be up to two years before an infected tree shows signs of distress. Where EAB has become established, it has killed nearly all ash trees present, whether they be white, green, or black. In Wisconsin, the potential damage to the Ash population is huge as there are an estimated 737 million Ash in the forests and another 5 million in local communities.

The EAB will eventually make an appearance in our City and will have an aesthetic effect on the community and a fiscal impact on the City Budget in the future. Taking proactive steps to postpone its appearance and detecting it early will limit its spread and allow the City to extend the time horizon and manage the problem over a reasonable and affordable period.

INTRODUCTION

The State of Wisconsin's Department of Agriculture, Trade, and Consumer Protection (DATCP) and the Department of Natural Resources initially prepared a response plan for the EAB that was adopted in July of 2008 and updated as a strategic plan in May 2014. Soon thereafter, the EAB made its appearance in Wisconsin. The plan identifies destructive effects that the EAB will have on Wisconsin's Ash trees.

The plan to be developed will make us active partners with the State in responding to this problem which is important for two reasons:

1. It buys time while new management options are developed.
2. It retards the spread of the EAB, allowing more time for communities and landowners to do preparatory work to minimize losses from this pest and to spread the cost of this work over several budget cycles.

Altoona's efforts will contribute to slowing and containing the spread of the EAB. The goal of this plan is to identify appropriate and effective actions that the City will take in preparation for the appearance of EAB and to manage the effects it will have on our urban forest once it is here.

TREE INVENTORY

The first step in preparing for the EAB is to determine the City's level of risk. The last citywide inventory was done in 2012. As of 2012, the Ash tree count within the public right of way was 184, approximately 20% of the total. The City also has 58 Ash trees in the public parks, about ½ of the total (as of 2013, not including Centennial Park) in addition to Ash trees naturally found on City-owned wooded properties and private property.

A tree inventory is the process of counting, characterizing, and recording information about publicly owned trees that make up our urban forest. It documents important information including the total number of trees, their condition, location, and species. The following information is collected for each tree as part of the inventory:

1. Species
2. Size
3. Condition
4. Location
5. Accessibility for possible removal

METHODS OF INVENTORY

The following inventory processes are listed from least to most amount of cost to the City with increasing detail of information.

1. Windshield/Walking Survey: This are relatively quick, systematic observations made from a moving vehicle that is particularly useful when the area to be observed is large. A follow-up walking survey should probably be conducted to further specify problems noted in the previously-done windshield survey.
2. Ash-Only Inventory: This methodology is specific to Ash trees on public property and can be completed with available staff with some amount of training. This can be done by a complete inventory or by sampling methods.
3. Complete Inventory: This is a methodical approach that examines and records detailed information about all trees on public property. This is labor- and time-insensitive and would be preferred to be done by trained personnel with a background in forestry or dendrology.

RECOMMENDATION FOR METHOD OF INVENTORY

The focus of this plan is on the management of the Ash tree population by determining a baseline for costs that might be incurred to do that. The size of the population has already been determined through a complete inventory of the right-of-ways and parks (not including Centennial Park) as of 2012 and 2013, respectively. An Ash-only inventory is recommended for Centennial Park; however, a complete inventory could be done if there are sufficient funds for and there's enough time. Natural areas will not be surveyed due to the difficulty and time factor involved.

SURVEY AND DETECTION STRATEGY

The second step in the plan is to implement a local EAB survey and detection strategy. At the present time, the EAB has not been confirmed in Altoona or the county it resides in, Eau Claire County. Official confirmation will be made by the State of Wisconsin when the EAB is found within the area. A quarantine on the movement of Ash tree material will be imposed on the county in which it is found. Until such time, all calls from the public regarding suspected infestations will be referred to Wisconsin's EAB Hotline at 1-800-462-2803 or to the National EAB Hotline at 1-866-322-4512. Emails should be directed to eab@datcp.state.wi.us.

EAB SIGNS AND SYMPTOMS

It typically takes 2 years before the outward symptoms of tree decline begin to appear. The public should be aware of and be on the lookout for signs and symptoms as follows:

SYMPTOMS

1. Delayed leaf-out in the spring
2. Branch die back from the top of the tree
3. Thinning canopy or crown
4. Increased woodpecker activity/damage
5. Epicormic shoots from the base of the tree or water sprouts on branches
6. Bark splits

SIGNS

1. S-shaped galleries of tunneling under the bark
2. D-shaped exit holes near the upper branches

Appendix B shows pictures of the "Signs and Symptoms of the Emerald Ash Borer" compiled by the Michigan State University Extension and the Ohio State University Extension.

EAB SURVEYS AND INSPECTIONS

EAB adults typically start to emerge from Ash trees in late May and continue to emerge, mate, and lay eggs through late summer. Early detection of an infestation will give the City more time to implement a management plan and limit the spread. Listed below are the methods to possibly employ from least- to most-labor intensive:

VISUAL SURVEY

This technique includes looking for visible outward symptoms. It requires the least amount of resources and a large area can be covered in a short time. This can be done in a similar manner as the windshield/walking survey to inventory.

DOUBLE-DECKER PURPLE PANEL TRAPS

The Double-Decker (DD) trap is designed to integrate several visual and olfactory cues that are likely to attract the EAB. The DD traps are designed to be highly apparent to beetles. The vertical silhouette of the DD trap somewhat mimics the silhouette of an open-grown tree. The trap includes two purple panels, partly because beetles respond positively to that particular shade of purple. The two panels help to mimic the shape of a tree “canopy.” In addition, they increase the surface area available for trapping beetles.

Each DD trap includes two lures. One lure, a green leaf alcohol, is a primary volatile associated with ash leaves. The other lure, Manuka oil, contains many of the chemicals emitted by ash bark and wood. Lab studies and field trials have shown that these compounds are attractive to adult EAB beetles.

The DD traps are designed to be placed out in the open rather than being suspended in the canopy of a live ash tree for three purposes:

1. They do not have to directly compete with live ash trees and provides the beetles with a point source they can readily identify.
2. It takes advantage of the strong and consistent preference for sunny conditions exhibited by EAB beetles.
3. They are simpler to install and easier to check.

DETECTION TREES

Lower value trees, as tagged by a survey or inventory, defined as those less visible by the public or due to be felled anyways in the near future, will be selected at various sites. A band of bark will be removed from the tree, effectively girdling it. Artificially wounding the tree to purposely stress it has been proven effective to attract the EAB if it is in the vicinity. The disadvantage is that girdling disrupts the flow of nutrients and will eventually kill the tree. The advantage, though, is that this technique is the most proactive way to survey for the presence of the EAB.

DESTRUCTIVE SAMPLING

Low value trees with a diameter at breast height (DBH) of 4-12 inches will be chosen in areas where EAB is suspected. These trees will be removed and examined for EAB larvae and larval galleries. This method allows for early discovery of the EAB. The disadvantage is that the tree will be destroyed.

KEY AREAS TO MONITOR

The artificial movement of EAB through human activity remains the most important risk factor in the establishment of the EAB population. Transportation of firewood is the primary mean of artificial movement of the EAB. Surveys and monitoring of activities may be conducted at sites

where infected material could be transported from or to will be for effective control. The following are sites that are at high risk:

1. Newly landscaped areas that may have planted Ash trees
2. Businesses that sell seasonal nursery stock which includes Ash trees.
3. Business that may utilize Ash wood pallets in their operation.
4. Businesses that may use Ash saw logs as a raw material.

RECOMMENDATION

The following recommendations are made with the goal to deter the EAB infestation for as long as possible or to slow its spread if it is already present within city limits but still undetectable:

1. Tighten control and regulation of firewood within the city.
2. Distribute the most current information from the Wisconsin DNR to homeowners.
3. Compile a citywide list of businesses that may have contact with Ash material and provide educational material to them on a periodic basis.

ASH MANAGEMENT POLICY

The Ash management policy describes how the City will manage its Ash tree population and guide the decision-making relative to how it will address the following issues:

1. Insecticide Protection
2. Proactive Removal
3. Disposal & Utilization
4. Regulations and Ordinances
5. Communication
6. Resources

INSECTICIDE PROTECTION

Recent economic analyses have concluded that treating landscape ash trees with effective systemic insecticides is much less costly than removing trees. Special consideration should, if costs, labor, and time are a limiting factor, be given to visible, historic, and significant trees which may give an added benefit to the city. Peak egg hatch and larval establishment occur between early June and mid-August, depending on location and weather. As a general rule, young larvae are more susceptible to insecticides than are older larvae. The efficacy of insecticide treatments will likely decline if they are applied later in the growing season when larger, more mature larvae are present.

The insecticides should be applied according to type of application, insecticide formulation, application method, and recommended timing. The following table, compiled by the North Central IPM Center, delineates the information for the greatest effect:

Insecticide Formulation	Active Ingredient	Application Method	Recommended Timing
<i>Products Intended for Sale to Professional Applicators</i>			
Merit® (75WP, 75WSP, 2F)	Imidacloprid	Soil injection or drench	Early to mid-spring or mid-fall
Safari™ (20 SG)	Dinotefuran	Soil injection or drench	Mid- to late spring
Transect™ (70WSP)	Dinotefuran	Soil injection or drench	Mid- to late spring
Xylam® Liquid Systemic Insecticide	Dinotefuran	Soil injection or drench	Mid- to late spring
Xytect™ (2F, 75WSP)	Imidacloprid	Soil injection or drench	Early to mid-spring or mid-fall
Azaso!™	Azadirachtin	Trunk injection	Mid- to late spring after trees have leafed out
Imicide®	Imidacloprid	Trunk injection	Mid- to late spring after trees have leafed out
TREE-äge™	Emamectin benzoate	Trunk injection	Mid- to late spring after trees have leafed out
TreeAzin®	Azadirachtin	Trunk injection	Mid- to late spring after trees have leafed out
Safari™ (20 SG)	Dinotefuran	Systemic bark spray	Mid- to late spring after trees have leafed out
Transect (70 WSP)	Dinotefuran	Systemic bark spray	Mid- to late spring after trees have leafed out
Zylam® Liquid Systemic Insecticide	Dinotefuran	Systemic bark spray	Mid- to late spring after trees have leafed out
Astro®	Permethrin	Preventive trunk, branch, and foliage cover sprays	Two applications at 4-week intervals; first spray should occur at 450-550 degree days (50°F, Jan. 1); coincides with black locust blooming
Onyx™	Bifenthrin		
Tempo®	Cyfluthrin		
Sevin® SL	Carbaryl		
<i>Products Intended for Sale to Homeowners</i>			
Bayer Advanced™ Tree & Shrub Insect Control	Imidacloprid	Soil drench	Early to mid-spring
Optrol™	Imidacloprid	Soil drench	Early to mid-spring
Ortho Tree and Shrub Insect Control Ready to Use Granules®	Dinotefuran	Granules	Mid- to late spring

Source: Herms DA, McCullough DG, Smitley DR, Clifford CS, Cranshaw W. 2014. Insecticide options for protecting ash trees from emerald ash borer. *North Central IPM Center Bulletin*. 2nd Edition. 9.

PROACTIVE REMOVAL & REPLACEMENT

A period of extensive tree mortality will overwhelm the City's Parks & Recreation or Public Works Departments depending on whether the Ash trees are in the parks or the public right-of-ways, respectively. Proactive removal can help lessen the impact and smooth out the cost curve that will occur. This policy is a preemptive move that will be aimed at reducing the Ash inventory to a more manageable number.

With a liberal updated estimate of 250 Ash trees in the public right-of-ways or the public parks, the estimated costs will be as follows:

• Total number of Ash trees	250
• Tree cost removal (including stump)	\$300/tree
• Site restoration cost per tree removed (labor and materials)	\$75/tree
• Per unit cost for replacement (pickup only)	\$100/tree
• Total estimated citywide costs for removal and replacement	<u>\$118,750</u>

The total estimated costs are only if all Ash trees are removed and replaced within a single year. By proactively removing non-infested trees each year, the city will not have any unexpected expenses and should be prioritized by those trees already having slated for removal for other reasons (e.g. safety).

100% replacement of Ash trees need not necessarily be done at the time of their removal. To allow for a variety of age and species diversity, a portion, yet to be determined, and limited by the availability of funds, replacement of those trees should be done but in conjunction with other tree removal policies so as not to strain the city budget in any one fiscal year.

DISPOSAL & UTILIZATION OF ASH WOOD

The removal of Ash trees does not have to be wasteful. The Wisconsin Cooperative Emerald Ash Borer Program has developed 3 strategies to manage the disposal and utilization of ash wood:

1. Develop and test practicality of new options for harvesting in urban or suburban situations and for utilizing the produced wood.
2. Assist landowners and communities in developing group contracts for ash removal and processing.
3. Work with industry to expand uses of ash in both existing and new markets.

The City can determine what strategy to pursue depending on an observed slow or rapid infestation of the EAB. A slow infestation would be more manageable by the City as it would not result in an oversupply of possible ash products versus a rapid infestation which might result in a waste of ash wood resources.

REGULATIONS AND ORDINANCES

The State of Wisconsin has a number of regulations that are already in place to deal with the issues controlling the movement of EAB-infected materials across quarantined areas and the importation across state and county lines.

Altoona currently has an ordinance that was put into place in 1964 to control and manage the effect of Dutch Elm Disease in 'Chapter 8.08: Dutch Elm Disease'. The City should amend its ordinances to manage EAB activities along with following the Community Prepared Plan and current best management practices (as seen in Appendix C). Changes include transferring the authority from an elected official (mayor) to a city employee (e.g. city forester) and eliminating the need to re-visit and/or create new ordinances each time a new disease, insect, or other tree condition appears. Homeowners are still responsible for the possible removal of Ash trees on their private subject to the current municipal ordinances and the relevant state and federal guidelines and regulations.

An alternate method to setting regulations due to EAB is to amend the City's "Standard General Conditions and Specifications for Street and Utility Construction." This method provides a faster process in which to update rules based on specific infestation or disease outbreaks while still leaving the general policy under the purview of the City Council.

COMMUNICATION

The EAB has been showing up recently in the news as it has been detected in more counties of Wisconsin with each passing month. The general public should remain aware and up-to-date on this issue as they will be able to provide support and aid in regards to detection and quarantining. The following are action recommend to strengthen communications:

- **Local Media:** Coordinate press releases, current fact sheets, and other materials for release to local media through a central contact point through the following television or radio stations:
 - WEAU (Eau Claire) – NBC [TV]
 - WEUX (Eau Claire) – FOX [TV]
 - WHWC (Menomonie) – PBS [TV]
 - WKBT (Eau Claire) – CBS [TV]
 - WQOW (Eau Claire) – ABC [TV]
 - WHWC (Menomonie) – Public Radio
 - WUEC (Eau Claire) – Public Radio
- **Public Officials:** Making presentation and, if needed, periodic status reports to public officials (e.g. Mayor, City Council, etc.).
- **City Staff:** coordinate internally with the Parks & Recreation and Public Works Departments on logistical issues including, but not limited to, removal, disposal, clean-up and restoration of public areas and planning. Coordinate training opportunities for key staff members and develop a list of topics and provide the associated information to raise the internal level of education and awareness.

- General Public: Post notices, contact information, and related literature in public buildings in addition to electronic means via social media (i.e. Facebook and Twitter), the city website, and the weekly e-newsletter.

RESOURCES

The City has no budget specifically regarding forestry like other larger cities may have and is funded on an ad-hoc basis along with the regular policies of both the Parks & Recreation and Public Works Departments. If funds need to be raised to implement extra services due to an EAB infestation, the following financing options should be considered:

1. Adding a line item specifically dedicated to EAB abatement activities.
2. Creating a City Tree Utility which would be similarly to a Storm Water Utility with a predetermined quarterly charge.
3. Prevention of an EAB infestation and tree removal services assessed to adjacent property owners as a special assessment.
4. Applying for available federal or state grants that may be available.
5. A combination of the above.

CONCLUSION AND RECOMMENDATIONS

The urban forest is an important resource for the citizens of Altoona. It has positive impacts on the aesthetics of the community, contributes to storm water mitigation, and helps cool the city during hot summer days. The city cannot prevent the EAB from entering, but preparation will be key in managing and mitigating its effects. Based on this Community Preparedness Plan, the following are recommended:

- 2015: Adopt the “City of Altoona Emerald Ash Borer Community Preparedness Plan”.
- 2015-2016: Update the Ash tree inventory.
- 2015-2016: Based on the Ash tree population, calculate the estimated preparatory costs before and after EAB appears and calculate the method for allocating funds toward those purposes.
- Early 2016: Prepare public service announcement communications for all affected and interested parties.
- Early 2016: Implement an EAB prevention (and possibly a removal of Ash tree) program.
- 2016+: Replacing Ash trees in the line of normal work of the relevant Departments.

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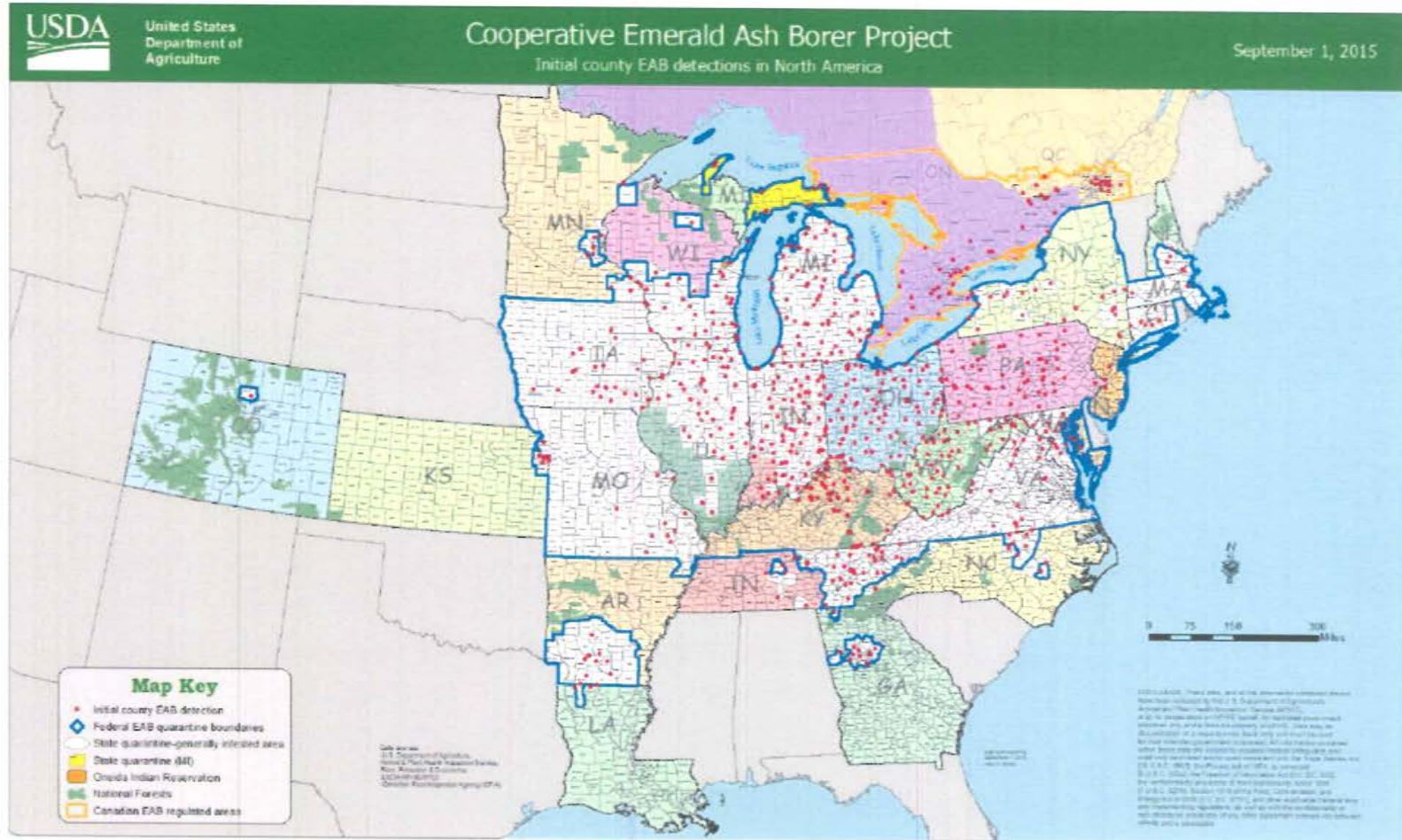
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APPENDIX

APPENDIX A



Source: USDA. Cooperative Emerald Ash Borer Project. Digital image. Emerald Ash Borer. United States Department of Agriculture, 1 Sept. 2015. Web. 24 Sept. 2015. <http://www.emeraldashborer.info/files/multistate_eabpos.pdf>.



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Signs and Symptoms of the Emerald Ash Borer

Mary Wilson, MSU Extension. Eric Rebek, Michigan State University Dept. of Entomology

Adult



Michigan State University



Michigan State University

- Bright, metallic green (Figs. A, B).
- 1/2 inch long, flattened back (Figs. A, B).
- Purple abdominal segments beneath wing covers.

Larva



© Cappewell MSU

- Creamy white, legless (Fig. C).
- Flattened, bell-shaped body segments (Fig. C).
- Terminal segment bears a pair of small appendages.

Canopy Dieback



E. Rebek, MSU



E. Rebek, MSU

- Begins in top one-third of canopy (Fig. D).
- Progresses until tree is bare (Fig. E).

Epicormic Shoots



J. Speck, USDA APHIS PPIC

- Sprouts grow from roots and trunk (Figs. F, G).
- Leaves often larger than normal.



J. Speck, USDA APHIS PPIC

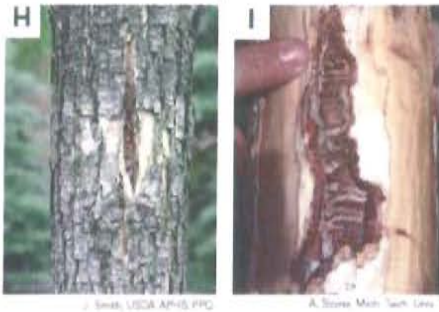


MICHIGAN STATE UNIVERSITY
EXTENSION



Signs and Symptoms of Emerald Ash Borer

Bark Splitting



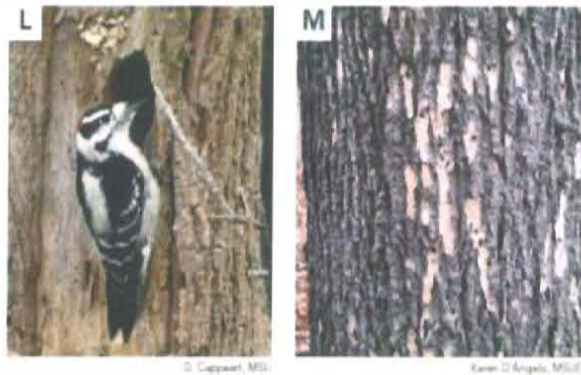
- Vertical fissures on bark (Fig. H) due to callous tissue formation (Fig. I).
- Galleries exposed under bark split.

Serpentine Galleries and D-shaped Exit Holes



- Larval feeding galleries typically serpentine (Fig. J).
- Galleries weave back and forth across the woodgrain.
- Packed with frass (mix of sawdust and excrement).
- Adults form D-shaped holes upon emergence (Fig. K).

Increased Woodpecker Activity/Damage



- Several woodpecker species (Fig. L) feed on EAB larvae/pupae.
- Peck outer bark while foraging (Fig. M).
- Create large holes when extracting insects (Fig. M).

Source: Michigan State University Extension and The Ohio State University Extension. "Signs and Symptoms of the Emerald Ash Borer." *Extension Bulletin E-2938 Revised (2005): n. pag. EmeraldAshBorer.info*. Michigan State University Extension. Web. 15 Oct. 2014. <<http://www.emeraldashborer.info/files/e-2938.pdf>>.

APPENDIX C

Chapters 8.08, 8.09, and 12.24 should be repealed and replaced with the proposed Chapter 8.07. Alternately, the City's "Standard General Conditions and Specifications for Street and Utility Construction" could instead be amended by the City Engineer or their designee. Suggested changes to the Altoona Municipal Code are as follows:

Chapter 8.07

TREES

Sections:

8.07.010	Purpose.
8.07.020	Definitions.
8.07.030	City Forester.
8.07.040	Damage to trees and shrubs.
8.07.050	Fastening materials to trees and shrubs.
8.07.060	Permit to plant or remove trees and shrubs.
8.07.070	Prohibited trees.
8.07.080	Oak Wilt Control and Maintenance.
8.07.090	Public nuisance.
8.07.100	Abatement of nuisance.
8.07.110	Arboricultural specifications and standards.
8.07.120	Authority of City Forester to enter private premises.
8.07.130	Cost of planting, removing, maintaining and protecting trees and shrubs.
8.07.140	Violation – penalty.

8.07.010 Purpose.

It is the policy of the City to regulate and control the planting, removal, maintenance and protection of trees and shrubs in the City; to eliminate and guard against dangerous conditions which may result in injury to persons using the public areas of the City; to promote and enhance the beauty of the City; to prevent damage to any public sewer or water main, street, sidewalk or other public property; to protect trees and shrubs located in public areas from undesirable and unsafe planting, removal, maintenance and protection practices; and to guard all trees and shrubs within the City against the spread of disease or pests. The provisions of this section shall apply to all trees and shrubs presently or hereafter planted in or upon any public area and to all trees and shrubs presently or hereafter planted in or upon any private premises which shall endanger the life, health or safety of persons or property.

8.07.020 Definitions.

- A. Maintenance and protection - includes all operations of trimming, pruning, spraying, injecting, fertilizing, treating, bracing, doing surgery work, and cutting above or below ground.
- B. Public area - includes all public ways, parks and other lands owned or leased by the City.
- C. Public way - includes all public streets, roads, boulevards, alleys and sidewalks.
- D. Trees and/or shrubs - includes all woody vegetation presently or hereafter planted on any public area.

8.07.030 City Forester.

- A. Appointment - the Director of Public Works or his designee shall be the City Forester.
- B. Powers and duties - the City Forester shall have the following general powers and duties:
 - (1) To direct, manage, supervise and control all planting, removal, maintenance and protection of all trees and shrubs on all public areas [and private areas insofar as it is necessary to carry out purposes set forth in section 8.07.010] and to supervise personnel in the planting, removal, maintenance and protection of such trees and shrubs.
 - (2) To guard all trees and shrubs within the City so as to prevent the spread of disease or pest and to eliminate dangerous conditions which may affect the life, health or safety of persons or property.
 - (3) The City Forester may plant, remove, maintain and protect trees and shrubs on all public areas as may be necessary to insure safety or preserve the symmetry and beauty of such grounds.
 - (4) No person shall prevent, delay or interfere with the City Forester or his designee in the execution or enforcement of this section.

8.07.040 Damage to trees and shrubs.

No person shall in any public area of the City break, injure, mutilate, kill or destroy any tree or shrub; permit any animal under his control to do so; permit any fire to injure any portion of any tree or shrub; permit any leak to exist in any gas line within the root zone of any tree or shrub; permit any toxic chemical to seep, drain or be emptied on or about any tree or shrub. During building operations, the builder shall erect suitable protective barriers around public trees and shrubs which may be injured, after first giving a written notice to the City Forester.

8.07.050 Fastening materials to trees and shrubs.

No person shall fasten any sign, rope, wire or other materials to, around or through any public trees or shrub without obtaining a written permit from the City Forester, except in emergencies, such as storms or accidents.

8.07.060 Permit to plant or remove trees and shrubs.

No person shall plant trees or shrubs in any public area, unless a written permit is first obtained from the City Forester. No person shall remove trees or shrubs in any public area, unless a written permit is first obtained from the City Forester.

8.07.070 Prohibited trees.

No person shall plant or maintain within the City any trees listed below as well as any horticultural cultivars of these species, which may now or hereafter become infested with an infectious plant disease or infested with injurious insects, and such trees are declared a nuisance by the City Forester.

- Female tree of the species *Populus deltoides*, commonly called the cottonwood
- Female tree of the species *Ginkgo biloba*, commonly called the Ginkgo tree
- *Fraxinus pennsylvanica*, commonly called green ash or red ash
- *Fraxinus americana*, commonly called white ash
- *Fraxinus nigra*, commonly called black ash, basket ash, swamp ash
- *Fraxinus quadrangulata* Michx., commonly called blue ash
- *Acer negundo* L., commonly called boxelder, ash-leaf maple, or three-leaf maple

8.07.080 Oak Wilt Control and Maintenance.

Because of the threat of oak wilt to the dense population of oak trees within the city, the following tree maintenance restrictions are adopted between April 1 and July 15, no person shall:

- A. Prune any oak tree unless the pruning is required due to one or more of the following reasons: removal or alteration of the tree due to construction activities, to alleviate a serious hazard; or to repair a wound in the tree caused by a natural or accidental casualty.
- B. Prune or wound any oak tree or allow the stump to remain following the removal of a living oak tree without immediately applying to the wound or tree stump a one-time treatment of a tree paint that is designed to prevent the entry of the oak wilt pathogen into the tree or tree stump.
- C. Store oak wilt infected firewood that has been debarked or dried without completely covering the wood with plastic at least 6 mils in thickness. Such covering shall be maintained and not removed between April 1 and July 15.

8.07.090 Public nuisance.

Any tree or shrub or part thereof growing upon private or public property which is interfering with the use of any public area, infected with an infectious plant disease, infested with injurious insects, injurious to public improvements or endangers the life, health or safety of person or property is declared a public nuisance.

8.07.100 Abatement of nuisance.

- A. Trees and shrubs on public areas. If the City Forester determines with reasonable certainty, upon inspection or examination, any nuisance/hazardous tree or shrub as herein defined exists in or upon any public area in the City, he shall immediately cause to be treated, trimmed, removed or otherwise abated in such manner as to destroy or prevent the spread of the nuisance/hazard. The manner in which the nuisance/hazard shall be abated shall be determined by the City Forester.
- B. Trees and shrubs on private premises. If the City Forester determines with reasonable certainty, upon inspection or examination, that any nuisance tree or shrub as herein defined exists in or upon any private premises, he shall in writing notify the owner or tenant having charge of such premises. Within 30 days after the issuance of such notice, such person shall cause the treatment, trimming or removal and destruction of such nuisance tree or shrub as directed in the written notice. No damage shall be awarded the owner for the destruction of trees or shrubs destroyed pursuant to this chapter. If the owner or tenant having charge

of such premises refuses or neglects to comply with the terms of the written notice within 30 days after receiving it, the City Forester shall cause the removal, treatment or trimming of such nuisance tree or shrub. In case such nuisance tree constitutes an immediate and serious danger to public safety, it may be removed by the City Forester without a 30-day notice to the owner or tenant having charge of the premises. The expense thereof shall be a charge upon the real property on which such tree or shrub is located pursuant to §27.09(4), (5), (6) and (7), Wis. Stats.

- (1) Appeal from order of City Forester. A person who receives an order from the City Forester and objects to all or a part thereof may:
 - a. Within 8 days of receipt thereof, notify the City Clerk and the City Forester in writing of the nature of the objection and request a hearing thereon.
 - b. Within 12 days of receipt of such notice of appeal, the City Council shall schedule a hearing before the Board or its designated subcommittee to hear the objection.
 - c. The hearing shall be held within 8 days of notice to the appellant.
 - d. The City Forester shall be present at such hearing.
 - e. The appellant is entitled to representation by counsel.
 - f. Within 8 days after such hearing the City Council shall in writing notify the appellant and the City Forester of its decision.
 - g. The City Council may affirm, cancel or modify the order in its discretion to best conform such order to the intent of this section.

8.07.110 Arboricultural specifications and standards.

The following specifications and standards are hereby established for the trimming and removal of trees and shrubs in the streets, parks and public places of the City:

- A. Trimming
 - (1) All trees and shrubs on public or private property, which have branches overhanging a public street, alley or sidewalk, shall have such branches trimmed to a nonhazardous height as determined by the City Forester. This height shall be a minimum of 12 feet on public streets and alleys and ten feet on sidewalks. The City Forester may waive the provisions of this paragraph for newly planted trees if he determines they do not interfere with public travel, obstruct the light of any street light or endanger public safety. Any tree or shrub not trimmed as herein provided shall be subject to Section 8.07.100.
 - (2) All dead wood, stubs, broken branches, disease infected and insect infested branches interfering with public travel, lighting, existing buildings and traffic signs shall be removed during the trimming operation, with consideration given to the symmetry and beauty of the tree or shrub.
 - (3) All arboricultural practices occurring on city property shall be in accordance with the following standards:
 - a. American National Standard ANSI A1264.1 (Safety requirements).
 - b. American National Standard ANSI A300 (Tree care operations standard practices).
 - c. American National Standard ANSI Z60.1 (Nursery stock and planting practices).
- B. Removing. All public trees and shrubs which are marked for cutting shall be completely removed from the growing site and disposed of in an authorized manner. The stump shall be ground out to a depth suitable for future planting of trees or turf.

8.07.120 Authority of City Forester to enter private premises.

The City Forester or his designee, after giving advance notice to the owner or tenant having charge, may enter upon private premises at reasonable times for the purposes of examining or inspecting any suspected nuisance tree or shrub. All nuisance trees and shrubs to be removed under the provision of Section 8.07.100 may be appropriately marked by the City Forester.

8.07.130 Cost of planting, removing, maintaining and protecting trees and shrubs.

The cost of planting, maintaining and protecting trees and shrubs in public areas of the City, when done by the City employees or their contractors at the direction of the City Forester, shall be borne by the City. The cost of tree removal and grinding the stump on all public areas shall be borne by the City in the same manner provided, however, that all other costs of removal, such as root removal, shall be borne by the abutting property owner. When a permit is issued by the City Forester to plant or remove trees and shrubs, pursuant to Section 8.07.060, the permitted shall incur all expenses.

8.07.140 Violation – penalty.

The penalty for violation of any provision of this chapter shall be as provided in Chapter 1.08.

Source: Lein, Ann M. Memorandum to Mike Golat. 18 July 2012. Suggested Tree Ordinance Revision. City Hall, Altoona, Wisconsin.



School District of Altoona

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Dr. Connie Biedron, Superintendent

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ALTOONA BOARD OF EDUCATION

Policy Committee
District Board Room
December 7, 2015
9:00 a.m.

Agenda

1. Call to Order
2. Roll Call
3. Report of Posting
4. Topics for Discussion and Consideration
 - a. Discuss Process and Priorities for Policy Review
5. Adjournment

The vision of the Altoona School District, in partnership with our students, their families, and our community, is to build a foundation for life-long learning and the emotional well-being of our students. We are dedicated to offering large school opportunities with a small school approach.

This policy shall be administered in accordance with the state public school open enrollment laws and implementing rules.

Subject to the exceptions that the School Board (1) each January, shall act upon any annual space availability determinations for purposes of nonresident open enrollment into the District; and (2) shall act to approve any discretionary transportation contracts, the Board authorizes the District Administrator, or any administrative-level designee of the District Administrator, to make all other decisions and determinations that are necessary or permitted in connection with any open enrollment application or any open enrollment student under this policy and its related Board-approved rule. However, this delegation of authority shall not be construed to prohibit the District Administrator from bringing any such decision or determination to the Board as he/she deems necessary or prudent.

Nonresident Open Enrollment Students

A student may apply for full-time enrollment as a nonresident in a public school in the Altoona School District under the open enrollment program. Applications shall be made and acted upon in accordance with the timelines and procedures outlined in state law. The District shall consider the following criteria when deciding whether or not to accept a nonresident student's application for full-time open enrollment:

1. Space Availability. The District shall consider the availability of space in the schools, programs, classes or grades within the District. When determining space availability, consideration shall be given to such factors as class size limits, student-teacher ratios, overall building capacity, and enrollment projections. If the District receives more student applications for full-time enrollment than there are spaces available, the District shall determine which students to accept on a random basis. However, students already attending school in the District at the time of their application (excluding part-time attendance by a student who is enrolled in another school district, private school, tribal school or home-based educational program) and the siblings of students already attending school in the District shall be accepted for enrollment in the District even if the District has determined that space is not otherwise available for open enrollment students. A waiting list of nonresident students who have been denied open enrollment due to space availability shall be established and utilized in the District in accordance with established procedures. If, at any time in the selection process one student application from a family is chosen and the student is eligible for acceptance under all applicable criteria, the District shall give immediate consideration to the applications of remaining siblings in the family who applied for open enrollment at the same time, and admit all such otherwise eligible siblings for whom there is a space available at that point in the process.
2. Students with Disabilities. If the District determines that the special education program or related services described in the nonresident student's individualized education program (IEP) are available in the District and there is space available in the special education program identified in the student's IEP, the open enrollment application shall be accepted. If the special education program or services described in the student's IEP are not

available or there is no space available in the program, the application shall be denied.

In any instance where an application is submitted by a student with a disability but there is no current IEP available for the student, the District will use the procedures defined in DPI's administrative rules to determine whether the District has the appropriate special education program or space.

If a nonresident student receives his/her initial IEP while attending the District under open enrollment, or if a nonresident student's IEP changes after the student begins attending school in the District, and the special education program or services required by that initial or revised IEP are not available in the District or there is no space available in the program or services identified within the IEP, the nonresident student may be returned to the resident district.

3. Students Referred for a Special Education Evaluation. An open enrollment application shall be denied if the nonresident student has been reported or identified as having a possible disability but not yet evaluated by an IEP team in the resident district. Assuming other acceptance criteria are and continue to be met, the District may reconsider a denial under this criteria if the IEP is completed, forwarded to the District, and reviewed by the District prior to the close of the period during which applications would normally continue to be reviewed from any waiting list.
4. Discipline-Related Criteria. Consistent with District policy and state law requirements, the District may deny the enrollment of any student who is under expulsion for any reason from any public school or independent charter school in Wisconsin or out-of-state public school during the proposed period of open enrollment. For students currently serving an expulsion from another public school in Wisconsin or an out-of-state public school, the District may allow the student's enrollment on a conditional basis if he/she meets the established enrollment conditions. The enrollment conditions established shall relate to the reasons for the student's expulsion and may not extend the term of the student's expulsion.

Except as otherwise provided by policy or the Board, the District shall not accept any student for full-time open enrollment in the District who has been expelled by any Wisconsin school district during the current school year or preceding two school years for any of the following specified conduct: (a) endangering the health, safety or property of others; (b) conveying or causing to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives; (c) possessing a dangerous weapon while at school or under the supervision of a school authority; or, (d) engaging in conduct while not at school or while not under the supervision of a school authority that endangered the health, safety or property of others at school or under the supervision of a school authority or of any school district employee or school board member. In addition, if any disciplinary proceeding regarding conduct falling in one of the foregoing categories is pending at the time of the student's application, the District may deny the application. If any such conduct occurs after the student has been accepted for open enrollment and prior to the beginning of the school year in which the student attends school in the District under open enrollment, the District may prohibit the student from attending school in the District under open enrollment.

5. Truancy-Related Criteria. An open enrollment application shall be denied if the District previously revoked the student's status as an open enrollment student in the District due to habitual truancy during any semester of attendance at a District school in the current or previous school year. Once enrolled as an open enrollment student, if a nonresident student is habitually truant from the District during either semester in the current school year, the District may prohibit the student from attending school in the District under the full-time open enrollment program beginning in the succeeding semester or school year.
6. "Best Interests" Determinations Under the Alternative Open Enrollment Application Criteria and Procedures. If a parent or guardian applies for open enrollment under the alternative open enrollment application criteria and procedures and relies on the "best interests of the student" criteria, the District shall review the information and rationale provided by the parent(s) or guardian and make a determination as to whether the District agrees with the parent(s) or guardian that attending school in the District pursuant to the application is in the student's best interests. If the District determines that attendance would not be in the student's best interests, the application shall be denied on that basis.

A full-time open enrollment application can also be denied if the nonresident student is ineligible for open enrollment (e.g., the student does not meet the age requirements for school attendance, the resident district does not have a four-year-old kindergarten program as offered by the District, etc.) or the application is invalid (e.g., the application is late, incomplete or deliberately falsified).

No criteria other than that outlined above may be considered by the District when acting on nonresident student full-time open enrollment applications.

Nonresident students accepted for full-time open enrollment shall be assigned to a school or program within the District in accordance with the District's regular procedures for placing students in schools and educational programs. The District may give preference in attendance at a particular school, program, class or grade to residents of the District.

Once a nonresident student is accepted for full-time open enrollment in the District, no re-application is required.

A nonresident public high school student may apply for enrollment in a specific course(s) in the District in accordance with state law and established procedures. The District shall use the same criteria, including space availability, for accepting and rejecting individual course applications for nonresident students as resident students, except that the District shall give preference in enrollment in a course to resident students (including those resident students attending private schools, tribal schools, or home-based private educational programs).

Except as specifically provided, student transportation shall be the responsibility of the nonresident student's parent(s) or guardian. The District shall provide transportation for nonresident students with disabilities attending school full-time in the District if it is required in the student's IEP or otherwise required by law. The District shall also provide transportation to nonresident full-time open enrollment students if there is room available on a bus on a regular

route, the student is picked up or dropped off at a regular bus stop within the District, and the transportation has been approved by the District Administrator or designee. In accordance with District standards and procedures established by the District Administrator or designee, the District may provide student transportation to or from a location within the boundaries of the nonresident student's resident district with approval of the student's resident school board. If offered to an open enrollment student, and at the discretion of the District, such transportation shall be by school bus or by another method expressly authorized under state law.

To the extent required by state law, nonresident open enrollment students attending school or classes in the District shall have all the rights and privileges of resident students and shall be subject to the same rules and regulations as resident students. An open enrollment student's eligibility to participate in interscholastic athletic activities is subject to the rules and regulations of the Wisconsin Interscholastic Athletic Association (WIAA).

Resident Open Enrollment Students

~~Resident students may apply for full-time open enrollment in another public school district in accordance with state law. The District may deny a resident student from attending school in another public school district, or continuing to attend school in another public school district, if the costs of the special education and related services required in the student's IEP would place an undue financial burden on the District. If the student has applied for open enrollment under the alternative open enrollment application criteria and procedures authorized by law, the District may also deny the student's enrollment if the District determines that the criteria relied on by the student to submit the application do not apply to the student.~~

~~Resident students attending high school in the District may apply for enrollment in individual courses at other public school districts under the part time open enrollment program in accordance with state law. A student may enroll in no more than two courses at any time in other public school districts. The District shall deny a student's application to attend a course in another public school district if the course conflicts with the student's IEP. The District may also deny a student's application to attend a course in another school district if the cost of the course would impose an undue financial burden on the District. The High School Principal or designee shall determine whether a course to be taken at another school district satisfies District graduation requirements and shall inform the student if it does not meet such requirements prior to beginning the course.~~

The parent(s) or guardian of a resident open enrollment student shall be responsible for student transportation, except as otherwise provided by law. Requests from other school districts to enter the boundaries of the District for the purpose of providing optional transportation to resident open enrollment students shall be denied.

Legal References: 115.385(4), 115.787, 115.7915, 118.16(1)(a), 118.50(6), 118.51, 118.52, 118.57, 120.13(1)(f), 120.13(1)(h), 121.54(3), 121.54(10), 121.545(1), 121.55 Wisc. Statutes; PI 36 Wisc. Admin Code

Adopted: 01/05/98
Amended: 01/21/13

Full-Time Open Enrollment

A. Nonresident Student Open Enrollment Applications

1. Determination of Space Availability

- a. The District's projected enrollment, including the projected number of occupied spaces in each grade, program and school for the subsequent school year is to be determined prior to being established by the school board at a January board meeting. Projections specific to individual classes may be made to the extent appropriate. Projected enrollment may include reserving spaces for expected growth in the number of students entitled to attend school in the District, to the extent appropriate, for a given class, grade, program, or school.
- b. The number of openings in a particular class, grade, program or school for nonresident open enrollment students will be determined using existing class size policies and procedures, including consideration to desired student-teacher ratios, overall building capacity, and the effect of enrollment levels on District expenditures relative to revenue. Space availability determinations should include regular education and special education programs.
- c. Each principal shall notify the District Administrator or his/her designee by the end of December of the classes, grades, and programs that have space available, if any, for nonresident open enrollment students in his/her school. This information will be compiled and presented to the Board at the regular business meeting in January.

2. Application Review and Approval Process

- a. The parent(s) or guardian of a student who wishes to attend school in the District as a nonresident open-enrollment student may apply online from the Wisconsin Department of Public Instruction (DPI) website(<http://dpi.wi.gov/sms/psctoc.html>) or submit the required application to the District Administrator or his/her designee. The application may include a request to attend a specific school or program offered by the District. The application shall be submitted no earlier than the first Monday of February and not later than the last weekday in April of the school year immediately preceding the school year in which the student wishes to attend. Parents and guardians who complete the online application via DPI's website will receive a confirmation number. Paper applications shall be date stamped upon receipt and entered into the online system by the designee. Although the District may make an effort to allow an applicant to revise an incomplete application, it is the applicant's sole responsibility to ensure that his/her application is complete and timely. Any applications received prior to or after the deadline dates, other than those submitted pursuant to the alternative application procedures specified in state law, are to be returned to the applicant with a notice of the proper application dates.
- b. ~~Upon receipt of the application, it will be forwarded to the District Administrator for review and recommendation.~~ The District Administrator, along with other members

of the administrative staff, shall review all the applications using the acceptance/denial criteria outlined in Board policy, and determine which school or program, if any, the nonresident student could attend the following year if accepted.

The District Administrator or his/her designee shall submit recommendations regarding acceptance or denial of applications to the Board for action. No action shall be taken on any before May 1.

~~If the application relates to a student with a disability and the District has received a copy of the nonresident student's individualized education program (IEP), the District shall provide an estimate of special education costs to the student's resident district by the third Friday following the first Monday in May.~~

- (1) If there is sufficient space available to approve all of the open enrollment applications of those students who meet the remaining acceptance criteria, all such applications shall be approved. Following approval, the District Administrator or his/her designee shall notify the applicants, in writing of their acceptance and of the specific school or program that they may attend in the following school year. This notification will be made on or before the ~~first Friday following the first Monday in June~~ date **required by law**.
- (2) If there are more applications than spaces available for a particular school, grade or program, the following selection procedure shall be used:
 - Identify the applications of students who do not meet one or more of the remaining criteria (other than space availability) for acceptance established in Board policy. This group of applications may be denied, but the applications should be assigned a number in the random process identified below in the event the District's determination with respect to the other criteria is overturned.
 - Identify the applications of students already attending school in the District and the applications of siblings of students who are already attending school in the District, and accept those applications prior to the random selection process. For purposes of this paragraph, attendance in the District does not include solely part-time attendance by, for example, a student who is enrolled in another school district, private school, tribal school or home-based educational program.
 - Assign a number to each application submitted for that grade and place the numbers in a container. In the presence of at least two staff members, conduct a blind drawing of the numbers and list each number drawn in the order they were drawn. The drawing is to continue until all numbers have been drawn and the spaces are to be offered in the order their number was drawn.
 - Based on the results of the random selection, determine which applications are to be accepted. If, at any time in the random selection process one student application from a family is chosen and is eligible for acceptance under all remaining criteria, the District shall give immediate consideration to the applications of remaining siblings in the family who applied for open

enrollment at the same time, and admit all such otherwise eligible siblings for whom there is a space available at that point in the process.

- The District shall notify the parents and guardians of all students who were accepted for open enrollment using the random process, in writing, of their acceptance and of the specific school or program that they may attend the following school year on or before the first Friday following the first Monday in June. The District shall also notify all parents and guardians of student applications that have been denied under any of the District's criteria. This notification must include the reasons for the denial and be completed by no later than the first Friday following the ~~first Monday in June~~ **date required by law**.
 - A waiting list will be created for those students initially denied open enrollment due to space availability, maintaining the same application order as resulted from the random process initially used to order applications, as described above in these procedures.
 - As any spaces become available, applications will be accepted from the waiting list(s). The District may accept students from the waiting list until the third Friday in August. Parents and guardians will be notified in writing if a space becomes available, including notification of the school or program to which the student has been assigned. If the District notifies a parent or guardian of acceptance on or after 10 days prior to the last Friday in June, the parent or guardian shall have 10 calendar days to respond to the placement offer provided the student is also in attendance by the third Friday in September; otherwise, the parent or guardian must respond to the notice no later than the last Friday in June. If the parent or guardian does not respond in the allotted time, the student's application will be placed at the end of the waiting list and the space will be offered to the next student on the waiting list.
- (3) The District's regular enrollment procedures are to be followed when enrolling a nonresident student.
- c. The nonresident student's parent(s) or guardian shall notify the District Administrator or designee of the student's intent to attend school in the District in the following school year on or before the last Friday in June following receipt of the notice of acceptance, except as noted above for nonresident students accepted for enrollment from the waiting list.
- d. Annually ~~by July 7~~ **by the date required by law**, the resident school district shall be notified of the names of the students from the resident district who will be attending school in the District the following school year. For students accepted for open enrollment from the waiting list (after ~~July 7~~ **the date required by law**) that choose to attend school in the District, this resident school district notification will be provided as soon as possible after getting confirmation of such attendance from the student's parent or guardian.

B. Resident Student Open Enrollment Applications

1. Upon receipt of any paper copy of a resident student's application to attend a school ~~or program~~ in another public school district, school office staff shall forward it to the District Administrator or his/her designee for review and recommendation. To the extent applicable to the student, the District shall send the nonresident school district to which the open enrollment application was made a copy of the resident student's IEP and/or any relevant disciplinary records by the ~~first Friday following the first Monday in May~~ **date required by law**.
2. All applications shall be reviewed by the District Administrator, along with other members of the administrative staff, using the acceptance/denial criteria outlined in Board policy. The District Administrator or his/her designee shall submit recommendations regarding acceptance or denial of applications to the Board for action. If the application is denied, the applicant and the nonresident school board shall be notified, in writing, that the application has been denied. This notification shall be made on or before the ~~second Friday following the first Monday in June~~ **date required by law**. The notice shall include the reason(s) for the denial.
3. Special Procedure for Resident Students Not Enrolled in the District. Students who reside in the District but who have been enrolled in a private school or home-based private educational program and students who did not reside in the Altoona School District at the time of applying for full-time open enrollment in another school district must formally enroll in the District prior to attending school in another public school district under the full-time open enrollment program for school census purposes.
4. The District shall ensure that the records of a resident student who transfers to a nonresident district are sent promptly to the other district.

APPLICATIONS SUBMITTED UNDER ALTERNATIVE OPEN ENROLLMENT CRITERIA AND PROCEDURES

- A. Eligibility Criteria** – A parent or guardian of a student who wishes to attend school in a nonresident school district may submit an open enrollment application outside of the regular open enrollment application period or in lieu of it if the student meets one of the following criteria and the parent describes the criteria that the student meets in the application:
1. The resident school ~~board~~ **district** determines that the student has been the victim of a violent criminal offense ~~in a school in the resident school district. The application must be made within 30 days of the resident school board's determination.~~
 2. The student is or has been a homeless student in the current or immediately preceding school year.
 3. The student has been the victim of repeated bullying and harassment and all of the following apply: (a) the student's parent or guardian must have reported the bullying or harassment to the school ~~board~~ **district** ~~or designee under a bullying/harassment complaint process~~ and in spite of action taken by the board or designee the repeated bullying and harassment continues.
 4. The place of residence of the student's parent or guardian and of the student has changed as a result of military orders. ~~The application must be made within 30 days of the date on which the military orders changing the place of residence were issued.~~
 5. The student moved into Wisconsin. The application must be made within 30 days after moving into the state.

6. The student's resident has changed as a result of a court order or custody agreement or because the student was placed in or removed from a foster home or with a person other than the student's parent. ~~The application must be made within 30 days after the student's change in residence.~~
7. The student's attendance in a school in the nonresident school district is considered **by the resident and nonresident districts** to be in the best interests of the student. The application must explain the reasons for requesting this exception and why attendance at the nonresident school district is in the best interests of the student.

B. Application Review and Approval Process

1. When the District receives an open enrollment application that has been submitted under the alternative open enrollment criteria outlined above, whether it is submitted by a nonresident student or a resident student, the application shall be forwarded to the District Administrator or his/her designee for review and recommendations.
 - a. If the application involves a nonresident student seeking to attend school in the District under open enrollment, the District will:
 - (1) Immediately send a copy of any paper application received by the District to the student's resident school district, or, if applicable, the student's anticipated resident school district;
 - (2) Work with the resident district (or the anticipated resident district) identified in the application to determine where the applicant is currently attending school, and to determine from which school the District will receive any relevant special education records (e.g., the student's current IEP) and/or disciplinary records (e.g., expulsion records). If the applicant is not currently attending school in the resident district, the District will request such records from the school or school district the student is attending or most recently attended; ~~and~~
 - ~~(3) Within 10 days after receiving, or, if necessary, developing, an IEP for a student with a disability, provide an estimate to the resident district of the costs to provide the student with special education or related services.~~
 - b. If the application involves a resident student who is attending, or who previously attended, school in the District, the District shall send the nonresident school district to which the open enrollment application was made a copy, if applicable, of the student's IEP and any expulsion or other relevant discipline-related records within 10 days of receiving the application.
2. The District Administrator, along with other members of the administrative staff, shall review the application using the acceptance/denial criteria outlined in Board policy. The District Administrator or his/her designee shall submit recommendations regarding acceptance or denial of the application to the Board for action.
 - a. The District may deny an application of a resident student if (1) it determines that the criteria relied on by the parent or guardian to submit the application do not apply to the student or (2) ~~it determines that the cost of special education and related services required in the IEP for a student with a disability is an undue financial burden (except as to an applicant who the Board determined was the victim of a violent crime).~~
 - b. The District may deny an application of a nonresident student:
 - (1) for the same reasons it may deny an application submitted during the regular open enrollment application period; or

- (2) if the application relies on the best interests of the student criteria and the District determines that open enrollment is not in the student's best interests.
3. If the application involves a nonresident student seeking to attend school in the District, the District will notify the applicant, in writing, whether the application has been approved or denied no later than 20 days after receiving the application.
 - a. If the application has been denied, the notification shall include the reasons for the denial. To the extent consistent with state law and District policy, acceptance of an application may be contingent or subject to revocation.
 - b. If the District has approved the open enrollment application of a nonresident student, the notification provided to the applicant shall identify the specific school or program that the student may attend. A nonresident student accepted for enrollment may immediately begin attending the assigned school or program in the District and shall begin attending the school or program no later than the 15th day following receipt of the notice of acceptance. If the nonresident student has not enrolled in or attended school in the District by that date, the District may notify the student's parent or guardian, in writing, that the student is no longer authorized to attend the school or program in the District.
 - c. To the extent that there is a delay in the District's receipt of any relevant disciplinary records from another school or school district, the District will review and act upon such records promptly, and, if necessary, inform the student that final confirmation of the District's approval of the application is contingent upon the District's receipt and review of such records.
 4. If, for purposes of the application, the District is identified as the resident school district, the District shall notify the applicant whether the application has been approved or denied in accordance with any deadlines established by state law or DPI rule. Normally, the District will issue such notifications no later than 20 days after the District's receipt of the application. In addition:
 - a. If the application has been denied, the notification shall include the reasons for the denial. To the extent consistent with state law and District policy, approval of an application may be contingent or subject to revocation.
 - b. If the student is a student with a disability, the District shall normally make a determination whether the nonresident school district's estimate of relevant special education and services costs constitutes an undue financial burden on the District no later than 20 days after the District has received the relevant estimate.

Appeals of Open Enrollment Decisions

The student's parent(s)/ guardian may appeal a District decision regarding full-time open enrollment to the DPI by following the deadlines and procedures established by the DPI, except as otherwise specifically provided under state law or under DPI rules.

Transportation

Low income parents and guardians may apply to the DPI for reimbursement of costs of transportation at the time of application for the program.

~~Part-time Open Enrollment~~

~~A. Nonresident Part-Time Open Enrollment Applications~~

~~Under the part-time program, a student who is enrolled in a public school in the high school grades may attend up to two courses at a time in nonresident school districts.~~

~~B. Receiving Applications~~

- ~~— The parent/student must submit the application (PI 9412) to the nonresident school district(s) no later than six (6) weeks before the scheduled start of the course.~~
- ~~— It is the responsibility of the parent/student to obtain from the nonresident school district the date on which the course will begin.~~
- ~~— The application must specify the course that the student wishes to attend and may specify the school(s) at which the student wishes to attend the course, however, attendance at a specific school is not guaranteed.~~
- ~~— The nonresident school district should date the application form.~~
- ~~— If any information is missing or unclear, the nonresident school district should contact the parent/student and attempt to obtain all of the necessary information.~~
- ~~— A student may take up to two courses at any one time under the part-time **Course Options** program. If the courses are taken in different nonresident school districts, a separate form must be filled out and submitted to each nonresident school district.~~
- ~~— Late applications must be returned to the parents/students with a letter indicating the required application date and explaining the reason for the return.~~
- ~~— Ineligible applications—for example, from students who are not currently enrolled in a Wisconsin public school district or who are not enrolled in high school—must also be returned to the parents/students with a letter explaining the reason for the return.~~

~~C. Processing Applications—Nonresident School District~~

- ~~— Within three (3) working days of receiving the application form, the nonresident school district must send a copy of the application form to the student's resident school district.~~
- ~~— As soon as possible after receiving the application, the nonresident school district should provide to the resident school district an estimate of the cost of the course, calculated as per PI 36.09 Calculating Cost of Course.~~
 - ~~The cost of the course under s. 118.51 (12), Stats., shall be calculated as follows:~~
 - ~~○ Calculate the total number of hours of instruction that the student will be enrolled in the course.~~
 - ~~○ Calculate the total number of hours of instruction required annually for a full-time high school student in the nonresident school district.~~
 - ~~○ Divide the result of sub. (1) by the result of sub. (2).~~
 - ~~○ Multiply the result of sub. (3) by the school district's regular annual tuition rate, as calculated under s. 121.83 (1), Stats.~~
- ~~— The nonresident district may request from the resident district any student records necessary to determine if the student meets course entrance criteria, a copy of any expulsion findings and orders, a copy of records and possible outcomes of any pending disciplinary~~

~~proceeding and the length of the expulsion term.~~

- ~~— Following receipt of the applications, the nonresident school district must act on them in accordance with the policies and procedures adopted by the school board. Except for space and the preferences indicated in the following point, the school district must use the same criteria for acceptance or rejection into a course that applies to resident students.~~
- ~~— The nonresident school district must give preference in attending a course to resident private school and home-based students who are applying to take a course under s. 118.145, Wis. Stats., as long as the student applied for the course prior to one (1) week before the start of the course or by a date established by the school board that is between six (6) weeks and one (1) week prior to the scheduled start of the course. Section 118.145, Wis. Stats., requires school districts to allow resident high school students in private schools or home-based private education programs to take one or two (1-2) core or non-core courses if space is available.~~
- ~~— Except for the preferences indicated above, if a nonresident school board receives more applications for a particular course than there are spaces available in the course, the nonresident school board must use a random method to determine which students to accept.~~
- ~~— No later than one (1) week prior to the date on which the course is scheduled to commence, the nonresident school board must notify the applicant and the resident school board, in writing, whether the application has been accepted and, if the application is accepted, the school at which the student may attend the course. The acceptance applies only for the following semester, school year or other session in which the course is offered. If the nonresident school board rejects an application, it must include in the notice the reason for the rejection and must notify the parent/student that the rejection may be appealed to the Department of Public Instruction within 30 days.~~
- ~~— If the school board approves the student's attendance at the course, it must also include in the notice that the parent/student must notify the nonresident school district and the resident school district, no later than the last weekday (excluding state holidays) before the course begins, whether or not the student will attend the course.~~
- ~~— The nonresident school district must make an effort to ensure that the parent/student receives the notice no later than one week before the course is scheduled to begin. If the notice is postmarked at least three (3) days before the date on which the parent is required to receive the notice, it will be considered timely notification.~~

C. Processing Applications – Resident School District

- ~~— Upon request of a nonresident school district, the resident school district must promptly provide the following records:
 - ~~○ Records or transcripts necessary to determine whether the student meets the criteria for admittance to the course.~~
 - ~~○ Records relating to an expulsion during the current or preceding two (2) school years or pending disciplinary proceedings that may lead to expulsion.~~~~
- ~~— No later than one (1) week prior to the date on which the course is scheduled to commence, the resident school board must notify the applicant and the resident school board, in writing, if the application has been denied. Notice must include the reason for the rejection and the parent/student right to appeal the rejection to the Department of Public Instruction within 30 days.~~

- ~~— The resident school district may only reject an application if it determines that the course conflicts with the individualized education plan program (IEP) or if the cost of the course would impose on the resident school district an undue financial burden.~~
- ~~— Also no later than one (1) week prior to the date on which the course is scheduled to commence, the resident school board must notify the applicant, in writing, if the course does not meet the resident school district's high school graduation requirements. However, if the course does not meet the high school graduation requirements, it is not grounds for denial.~~
- ~~— The nonresident school district must make an effort to ensure that the parent/ student receives the notice no later than one (1) week before the course is scheduled to begin. If the notice is postmarked at least three (3) days before the date on which the parent is required to receive the notice, it will be considered timely notification.~~

D. Rights and Privileges of Nonresident Students

A student attending a course in a public school in a nonresident school district under this section has all of the rights and privileges of students residing in that school district and is subject to the same rules/regulations as students residing in that school district.

E. Transportation

- The parent of a student attending a course in a public school in a nonresident school district under this section is responsible for transporting the student to and from the course that the student is attending.
- The parent of a student who is attending a course in a public school in a nonresident school district under this section may apply to the Department of Public Instruction (DPI) for reimbursement of the costs incurred by the parent for the transportation of the student to and from the student's residence or school in which the student is enrolled and the school at which the student is attending the course if the student and parent are unable to pay the cost of such transportation. The DPI must give preference under this paragraph to those students who are eligible for a free or reduced-price lunch under 42 USC 1758 (b).

Cross Ref: Course Options Program, Policy 343.4

Approved: 01/21/13



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1 **WISCONSIN ASSOCIATION OF SCHOOL BOARDS, INC.**

2 Madison, Wisconsin

3 November 23, 2015

4
5 **REPORT TO THE MEMBERSHIP ON 2016 RESOLUTIONS**

6 WASB Policy & Resolutions Committee

7 Stu Olson, Shell Lake School Board, Chair

8
9
10
11 ***Resolution 16-01: Revenue Limit Flexibility and Time to Adjust to State Law Changes***

12 Create: When changes are made in state law that significantly modify school operations or
13 require changes in board policies, the WASB supports allowing school districts to increase their
14 revenue limit by an amount needed to implement such law changes. The WASB also urges state
15 lawmakers to provide for delayed effective dates or delayed implementation dates for those
16 statutory changes.

17
18 Rationale: The Policy & Resolutions Committee advanced this resolution to let WASB members
19 decide whether to support allowing school districts to increase their revenue limit by an amount
20 necessary to make changes directed by new provisions in state law and to support urging state
21 lawmakers to provide for delayed effective/implementation dates to give school districts
22 additional time to adjust to and implement changes directed by such new provisions.

23
24
25 ***Resolution 16-02: Referendum Approval to Transfer Public Schools to Private School***
26 ***Operators***

27 Create: The WASB supports legislation to require that a school district's voters must give their
28 approval at a referendum vote before the operation, management and/or control of any district
29 school may be transferred to any entity other than by the locally elected school board of the
30 district.

31
32 Rationale: The Policy & Resolutions Committee advanced this resolution, in response to
33 provisions in the 2015-17 state budget act (2015 Wisconsin Act 55) that created an Opportunity
34 School Partnership Program in the Milwaukee Public Schools, in order to provide WASB
35 members a chance to express their position on support for legislation to require voter approval at
36 a referendum before any district public school may be transferred to a private school operator or
37 entity other than by the locally elected school board.

38
39
40 ***Resolution 16-03: Private Schools' Eligibility to Participate in the Statewide Voucher Program***

41 Create **2.70 (j)**: Private schools may only be eligible to participate in the statewide voucher
42 program if they have been in existence for five years.

43
44 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
45 members to decide whether to support legislation to require that private schools are only eligible
46 to participate in the statewide voucher program if they have been in existence for five years and
47 have established a track record.

48

1 When the statewide voucher program was created the only private schools that were eligible to
2 participate in that program were those that had been in existence prior to May 2013. That legal
3 requirement for eligibility to participate in the statewide voucher program applied for the 2014-
4 15, 2015-16 and 2016-17 school years, but no longer applies under current law.

5
6
7 ***Resolution 16-04: Maintenance of Effort***

8 Create: The WASB supports a change in the Individuals with Disabilities Education Act (IDEA)
9 to allow a local school district to reduce spending attributable to maintenance of effort (MOE)
10 without penalty when it reduces its spending on employment-related benefits provided to school
11 personnel, including but not limited to pay, retirement contributions, annual and sick leave, and
12 health and life insurance, so long as the district maintains the same level of services to students
13 with disabilities.

14
15 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
16 members to vote on whether to support a change in federal law to allow a local school district to
17 reduce spending attributable to maintenance of effort (MOE) without penalty when it reduces its
18 spending on employment-related benefits provided to school personnel, so long as the district
19 maintains the same level of services to students with disabilities.

20
21
22 ***Resolution 16-05: Creation of a Statutory Mechanism to Allow Districts to Set Aside Funds in***
23 ***Trust for the Purchase of Long-Term Fixed Assets***

24 Create: The WASB supports creating a statutory mechanism to allow school districts to place
25 into a trust for future use a portion of their general funds that would be counted as shared costs
26 for state aid purposes in the year the funds are placed in trust. Such a trust would be used for the
27 purchase of long-term fixed assets, including but not limited to, school busses, vans, snowplows,
28 phone systems, or other technology items with a useful life of more than one year when
29 purchased in bulk, and such trust funds must be spent pursuant to a long-range plan adopted by
30 the school board of the district.

31
32 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
33 members to decide whether to support legislation to allow school districts to place into a trust for
34 future use a portion of their general funds. The funds placed into such a trust would be
35 considered shared costs for state aid purposes in the year they are placed in trust and would be
36 used for the future purchase of long-term fixed assets as described in the resolution. It is
37 understood that such a trust would be set up pursuant to a board resolution and purchases made
38 with funds from such a trust would be made according to a long-range plan adopted by the
39 school board.

40
41
42

1 ***Resolution 16-06: Increase Special Education Categorical Aid Reimbursement to 33 Percent***
2 **Amend existing Resolution 2.31** as follows:

3
4 The WASB supports increasing the special education categorical aid reimbursement level
5 to not less than 33 percent of prior year eligible costs and maintaining funding at not less
6 than this percentage each year thereafter. The WASB further supports the following
7 provisions related to funding for children with disabilities:
8

9 Rationale: The Policy & Resolutions Committee advanced this resolution to let WASB members
10 decide whether they support increasing the level of prior year eligible costs reimbursed by
11 special education categorical aid to 33 percent and maintaining the reimbursement level at not
12 less than 33 percent each year thereafter.

13
14 Currently, special education categorical aid reimburses between 26 and 27 percent of prior year
15 eligible costs.
16

17
18 ***Resolution 16-07: Restore Two-Thirds State Funding and Increase Primary Guarantee Value***
19 ***per Member***

20 Create: The WASB supports increasing the primary guaranteed value per member in the general
21 aid funding formula to \$3 million each year and restoring a statutory commitment to fund two
22 thirds of school costs each year.
23

24 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
25 membership an opportunity to vote on whether to support restoring a state commitment to
26 provide two-thirds state funding of statewide school costs each year as well as changes to the
27 general equalization aid formula that would restore state aid to a number of school districts that
28 have fallen out of the general equalization aid formula because their property value per student is
29 too high and thus no longer receive such aid.
30

31 From 1996-97 until 2002-03, a statutory commitment was in place to fund two thirds of “partial
32 school revenues” (as defined by law) each year.
33
34

35 ***Resolution 16-08: Sparsity Aid***

36 Create: The WASB supports legislation creating a separate allotment, regardless of membership,
37 within the sparsity aid program for districts with fewer than five members per square mile with
38 per pupil aid amounts to be paid on a sliding scale such that lower enrollment districts would
39 receive greater amounts per pupil than higher enrollment districts.
40

41 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
42 membership to decide whether to support making changes to the sparsity aid program to allow
43 all districts with fewer than five students per square mile to receive per pupil sparsity aid
44 payments in such a manner that lower enrollment districts would receive greater amounts per
45 pupil than higher enrollment districts.
46
47
48

1 ***Resolution 16-09: Sliding Scale Funding Formula Adjustment***

2 Create: The WASB supports legislation to implement a sliding scale formula factor multiplier to
3 increase the membership of districts for revenue limit purposes.

4
5 Rationale: The Policy & Resolutions Committee advanced this resolution to let WASB members
6 decide whether to support legislation to implement a sliding scale formula factor multiplier in
7 revenue limit calculations in order to increase the applicable revenue limit authority of districts.
8 A sliding scale formula factor multiplier would give greater weight to students beneath certain
9 enrollment (membership) numbers/levels than it would students above those levels.

10
11
12 ***Resolution 16-10: Student Assessments***

13 Create: The WASB supports statewide implementation of a uniform, reliable statewide
14 assessment that would not be modified for a period of years sufficient to effectively evaluate the
15 performance of all publicly-funded students in the state, regardless of whether those students
16 attend a public school, charter school or private voucher school.

17
18 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
19 members to decide whether to support statewide implementation of a uniform (i.e., single,
20 common) statewide assessment for all publicly funded students that would be in place without
21 modification for a period of years sufficient to effectively evaluate student achievement. All
22 students in the state who receive public funding would take this assessment, whether they attend
23 a public school, charter school or private voucher school.

24
25
26 ***Resolution 16-11: State-Mandated Graduation Requirements***

27 Create: The WASB supports local school board control for determining high school graduation
28 standards and the assessments that will be used to issue a high school diploma. If the state
29 requires assessments for graduation, those assessments should be fully funded by the state.

30
31 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
32 members to decide whether to support: a) local school board control for determining high school
33 graduation standards and the assessments that will be used to issue a high school diploma; and b)
34 the position that if the state requires assessments for graduation, those state-required assessments
35 should be fully funded by the state.

36
37
38 ***Resolution 16-12: Use of Electronic Communication to Notify Parent of Child's Truancy***

39 Create: The WASB supports legislation to allow school attendance officials to notify a parent or
40 guardian of their child's truancy that does not qualify as habitual truancy using modern
41 electronic communication mediums, including but not limited to email or text messages in lieu of
42 existing notification requirements.

43
44 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
45 members to decide whether to support legislation to allow schools to notify a parent or guardian
46 of their child's truancy that does not qualify as habitual truancy using electronic communication
47 mediums, instead of current notification requirements.

1 **Resolution 16-13: Elimination/Reduction of Newspaper Notice/Publishing Requirements**

2 Create: The WASB supports legislation allowing school districts to publish statutorily-required
3 notices electronically on the school district website and other social media maintained by the
4 school district in lieu of publishing these notices in newspapers.

5
6 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
7 members to decide whether to support allowing school districts to publish statutorily-required
8 notices electronically on the school's website and its other social media instead of in newspapers.

9
10
11 **Resolution 16-14: Mental Health Supports**

12 Create: The WASB supports the provision of state funding adequate to: address the shortage of
13 mental health professionals in our state qualified to address the needs of school age children and
14 young adults; provide adequate professional mental health supports in our schools and our
15 communities; and permit schools to enter into effective partnerships with agencies that are
16 involved with mental health to provide for school-based mental health programs, that could
17 provide services, including but not limited to, the following:

- 18
19
- 20 • Comprehensive student screening in every school;
 - 21 • Professional development for classroom teachers on recognition and appropriate
22 classroom response to support affected students;
 - 23 • Professional mental health counselors and or services;
 - 24 • Professional education and training to expand availability of mental health professionals;
25 and
 - 26 • Public information programs related to mental health.

27 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
28 membership to decide whether to support the provision of state funding adequate to address the
29 shortage of mental health professionals in our state qualified to address the needs of school age
30 children and young adults as well as provide adequate professional mental health supports in our
31 schools and our communities. This would include permitting schools to enter into partnerships
32 with county and community agencies that are involved with mental health to provide for school-
33 based mental health programs, to provide the services, as outlined in the resolution.

34
35
36
37

1 ***Resolution 16-15: Transfer of Territory from One District to Another***

2 Create: The WASB supports the following changes to statutes relating to and governing
3 transfers of territory from one school district to another:

- 4
- 5 • Reduce the current threshold for a transfer of parcels to be considered a transfer of a large
6 territory from seven percent to one percent so that any petitions that exceed a property
7 value or student count of one percent of the donor district would require approval by
8 public binding referendum held in both affected districts, assuming that one or both of the
9 affected school boards deny the petition;
 - 10
 - 11 • Require that all the property values and student counts presented via petition(s) to
12 transfer a small territory in a given annual petition period be aggregated, and that if the
13 aggregated property values or student counts in those petitions exceed the threshold for a
14 transfer of parcels to be considered a transfer of a large territory, treat them as a transfer
15 of a large territory;
 - 16
 - 17 • Clarify the standards to be used to determine the asset transfer calculation in both the
18 large and small parcel detachment-reattachment process.

19

20 Rationale: The Policy & Resolutions Committee advanced this resolution to allow WASB
21 members decide whether to support various changes to the statutes governing transfers of
22 territory from one school district to another to broaden the ability of voters in the affected
23 districts to approve or disapprove of such transfer(s) via referendum and to clarify the standards
24 to be used to determine the asset transfer calculation when territory is transferred. These changes
25 are intended to deter owners from presenting multiple small parcel detachments in an attempt to
26 circumvent a public referendum vote on the transfers.

27

28

29 ***Resolution 16-16: Prevailing Wage***

30 Create: The WASB supports legislation to allow a school board to reinstate the state prevailing
31 wage law through local board policy.

32

33 Rationale: The Policy & Resolutions Committee advanced this resolution to give the WASB
34 membership an opportunity to vote on whether to support allowing a local school board the
35 option to reinstate, through the adoption of a local board policy, the prevailing wage law
36 applicable to local school district public works projects.

37

38 The 2015-17 State Budget Act (2015 Wisconsin Act 55) repealed the state prevailing wage law
39 that applies to local projects of public works, effective for any contracts entered into on or after
40 January 1, 2017. Local governmental units affected by this repeal include counties, villages,
41 towns, cities, school districts, municipal utilities and technical colleges.

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School District of Altoona

809 7th St West Altoona, WI 54720
715-839-6032 715-839-6066 FAX

Dr. Connie M. Biedron, Superintendent

www.altoona.k12.wi.us

December 3, 2015

Dear School Board Members,

I would like to ask you to approve a change to the end-date for the elementary and intermediate schools for the 2015/16 school year. As you know, extensive demolition and remodeling needs to be accomplished this summer. It has become evident that Market & Johnson needs access to our facilities as soon as possible in May in order to have the work done by the beginning of the 2016/17 year.

Therefore, we are recommending that the end-date for the elementary and intermediate schools be changed to end with a half-day on May 20, 2015. This will mean they will be finished with school three days before the middle and high schools. I have met with the principals, reviewed the DPI time requirements and have confirmed that we will still be well within the required hours of instruction, even allowing for several snow days. The elementary and intermediate school teachers will work until May 26th along with the rest of the staff.

I highly recommend the approval of this change to facilitate the extensive demolition and remodeling work that will take place this summer. Thank you.

Sincerely,

Dr. Connie Biedron
Superintendent

"Proud to be a Railroader"

School Start and End Times Survey

Survey Period: October 12, 2015 – October 26, 2015

School(s) your child or children would attend in 2016/17:

Elementary, K-3	189	47.85%
Intermediate, 4-5	105	26.58%
Middle, 6-8	154	38.99%
High, 9-12	166	42.03%

I understand the reasons the school district is looking at changing the starting times at the schools for the 2016/17 school year.

Yes	371	93.92%
No	24	6.08%

I support the change in the starting times for the 2016/17 school year.

Yes	245	62.03%
No	150	37.97%

I do not support the change in the starting times for the 2016/17 school year.

Yes	155	39.24%
No	241	61.01%



November 11, 2015

Mechanical Contractor Selection Process

There are multiple ways to procure your subcontractors on every project. The traditional bid process which was used on the Elementary School is common, especially when the scope of work is relatively straightforward. Another option in regards to the mechanical (HVAC) contractor is to do what is called Design Assist. In this approach we would solicit very detailed proposals from area and regional firms. These proposals would include an estimated Guaranteed Maximum Price, their labor rates, fees/mark-ups and their services they will provide. After a selection process with the Board occurred, we would then have the selected Mechanical Contractor work directly with KFI Engineers to make the coordination of the very complicated Intermediate School HVAC project to be as efficient as possible.

Benefits

- Still maintain a competitive “bidding process”
- Coordination with KFI ensures smoother design process and minimizes the unknowns of a complicated remodeling such as this one.
- Allows for clash detection and additional coordination between engineer and contractor
- Allows for earlier fabrication of materials so the tight schedule can be achieved

In general, we share the concern to make certain that no firm is “eliminated from consideration” and will work closely to make sure all area firms understands the scope and has the opportunity to submit. We do feel that with the complexity of the phasing, short time line to accomplish the work and the unknowns of an interior remodeling like this; that this is the best solution for the Altoona School Board to consider.



School District of Altoona

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Sincerely,

Dr. Connie Biedron
Superintendent

"Proud to be a Railroader"



Altoona Board of Education
Resolution Pertaining to School Referenda

WHEREAS, State Rep. Michael Schraa (R-Oshkosh) and state Sen. Duey Stroebel (R-Cedarburg) have introduced legislation (Assembly Bill 481/Senate Bill 355) to place restrictions on school district referenda ballot dates and implement a two-year waiting period following failed referenda; and

WHEREAS, under current law, a school referendum can coincide with a primary election, general election, or a special election can be called specifically for the referendum. Under this bill, a school district referendum would have to coincide with a regularly scheduled spring or fall general election; and

WHEREAS, under current law, there is no limitation on whether, and how frequently, a referendum may be placed before voters. This bill would prevent a school board from bringing a new referendum request for two years if a referendum is voted down; and

WHEREAS, the bill is anti-local control and does not show trust in locally-elected officials; and

WHEREAS, with state-imposed revenue limits on school districts frozen for the entire two-year state budget cycle for the first time ever, referenda are the only way many districts can access resources. This proposal will significantly impact declining enrollment districts which comprise over 60 percent of Wisconsin school districts. Most seriously affected will be small, rural school districts which lack economies of scale and have few places to make cuts. Many of these districts have come to rely on periodic referenda to maintain programming and, in some cases, to continue to exist. Legislators should know that supporting this bill could have the effect of forcing districts to consider dissolving; and

WHEREAS, the bill will further exacerbate the trend of creating "Haves" who can pass referenda and "Have Nots" who cannot and opportunities for students will further be determined by their zip code; and

WHEREAS, the bill is extremely restrictive and inflexible for school boards – under the bill in odd-numbered years boards will only have one opportunity to go to referendum (in the spring). If that referendum fails, boards will have to wait two years to the next odd-numbered year where once again there will only be one opportunity. In a state budget year (an odd-numbered year with only an April general election) a district would have to wait until the following spring to react to funding decisions made by the state; and

WHEREAS, the bill is extremely restrictive and inflexible for school boards in another way as well—it also affects a variety of other funding mechanisms used by school boards to help them manage their finances, such as short-term borrowing, state trust fund loans, promissory notes and other borrowing or issuance of bonds. It provides that, if a school board applies or adopts a resolution to use any of these funding mechanisms and it is rejected by a majority of the electors of the school district, the school board may not use any of these mechanisms for two consecutive 365-day periods. When the Legislature adopted Act 10, it provided a number of "tools" to school boards to help them better manage their finances. This bill proposes taking away "tools" districts use to help them manage their finances; and

WHEREAS, in arguing for the two-year moratorium, the co-sponsorship memo being circulated states it is necessary because school boards are “holding repeated referenda in order to either wear down the public or manipulate the process.” Legislators should be aware that referenda can fail for reasons other than the community is unwilling to increase spending on their schools. There may be other issues in the plan that voters do not support and when those issues are addressed the subsequent referendum passes. For example, there could be disagreement over the plan for construction, not the need for new/expanded facilities. In these instances, school boards are being responsive to the community; and

WHEREAS, voting is not a difficult process and voters in Wisconsin are intelligent. They do not need to be protected from themselves. If they do not support a referendum, they can vote no; and

WHEREAS, referenda can provide an opportunity for a community to have a very focused and robust conversation about what it wants its public schools to be. School boards propose referenda because they believe doing so is in the best educational interests of the students and communities they represent; and

WHEREAS, The Wisconsin Association of School Boards (WASB) has formally adopted a policy resolution (Resolution 1.25) stating that “The WASB opposes limits on scheduling referenda.”

THEREFORE, BE IT RESOLVED, the **Altoona Board of Education** calls on **Governor Walker, Senator Terry Moulton** and **Representative Kathleen Bernier** to oppose this legislation that would further curtail the already very limited set of revenue options available to Wisconsin school boards.



Adopted this 7th day of December, 2015

Helen S. Drawbert
President

Michael J. Hilger
Clerk

Robin E. Elvig
Vice President

Bradley D. Poquette
Treasurer

David A. Rowe
Member



November 11, 2015

Mechanical Contractor Selection Process

There are multiple ways to procure your subcontractors on every project. The traditional bid process which was used on the Elementary School is common, especially when the scope of work is relatively straightforward. Another option in regards to the mechanical (HVAC) contractor is to do what is called Design Assist. In this approach we would solicit very detailed proposals from area and regional firms. These proposals would include an estimated Guaranteed Maximum Price, their labor rates, fees/mark-ups and their services they will provide. After a selection process with the Board occurred, we would then have the selected Mechanical Contractor work directly with KFI Engineers to make the coordination of the very complicated Intermediate School HVAC project to be as efficient as possible.

Benefits

- Still maintain a competitive “bidding process”
- Coordination with KFI ensures smoother design process and minimizes the unknowns of a complicated remodeling such as this one.
- Allows for clash detection and additional coordination between engineer and contractor
- Allows for earlier fabrication of materials so the tight schedule can be achieved

In general, we share the concern to make certain that no firm is “eliminated from consideration” and will work closely to make sure all area firms understands the scope and has the opportunity to submit. We do feel that with the complexity of the phasing, short time line to accomplish the work and the unknowns of an interior remodeling like this; that this is the best solution for the Altoona School Board to consider.