



School District of Altoona

1903 Bartlett Avenue Altoona, WI 54720

715-839-6032 715-839-6066 FAX

Dr. Connie M. Biedron, Superintendent

www.altoona.k12.wi.us

ALTOONA BOARD OF EDUCATION

Regular Meeting

Altoona Commons Addition

January 21, 2013

6:30 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. January 7, 2013 Special Meeting
 - b. January 7, 2013 Regular Meeting
 - c. January 8, 2013 Special Meeting
 - d. January 9, 2013 Special Meeting
 - e. January 14, 2013 Special 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 \$566,892.25
 - (2) Student activity fund checks totaling \$3,717.12
 - (3) Debt service checks totaling \$-0-
 - b. Approval of Treasurer's Report
9. Information
 - a. Committee Meeting Report
 - b. General Information
 - (1) Candidates for School Board, Robin Elvig
 - c. President Report
 - (1) WASB Legal and Human Resources Conference, February 15 & March 7

- d. Superintendent's Report
 - (1) Long Range Plan for Facilities and Grounds
 - (2) Monthly Budget Update
 - (3) Open Enrollment Spaces for 2013/14
 - (4) Elementary Principal Search Process
 - (5) Review of January 14 Parent – Community Night and Next Steps
 - (6) Proposed Names for Intermediate Project Based Learning School
 - (7) Library Board Meeting, January 16
 - (8) Eggs & Issues: State of the County, January 18
 - (9) Conversations with Connie, January 29
 - (10) Cluster A School Board Workshop, February 20
 - (11) 21st Century Community Learning Center Grant Update
 - (12) Other Meetings and Events
- 10. Policy Development
 - a. Policies for Discussion: Elementary Principal Job Description, Policy 185 – Board Committees, Policy 225 – Superintendent Evaluation, 225-Exhibit – Superintendent Evaluation
- 11. Board Action after Consideration and Discussion
 - a. Consider Retirement of Special Education Teacher
 - b. Consider Resignation of 7th Grade Girls Basketball Coach
 - c. Consider Employment Recommendation to Fill Extracurricular Positions for 2012/13
 - d. Consider Adoption of Elementary School Principal Job Description
 - e. Consider Amendment of Altoona School Board Agreement
 - f. Consider Amendment of Policy 423 – Public School Open Enrollment
 - g. Consider Approval of 423-Rule – Public School Open Enrollment
 - h. Consider Initial Adoption of Policy 441.2 – Student Representative to the Board of Education
- 12. 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 on our unique, single campus setting.



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ALTOONA BOARD OF EDUCATION
Special Meeting
Elementary School Library Media Center
January 7, 2013
7:45 a.m.

1. The Special Meeting of the Altoona Board of Education was called to order by Board President Helen Drawbert at 7:47 a.m. in the elementary school library media center.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President
Robert (Red) A. Hanks, Vice President/Treasurer; Absent
Robin E. Elvig, Clerk
Michael J. Hilger, Member
David A. Rowe, Member
Dr. Connie M. 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. Staff Input - Strategic Goals and Objectives. Helen Drawbert opened with a welcome and board member introductions. She also noted Policy 112.1 – Strategic Planning adopted in July. Strategic goal-and-objectives topics discussed include: advertising and sponsorships of the schools, the Wellness Committees' or other committees' (PBIS, RtI, etc.) relationship with goal 1 (learning needs of the whole student), online classes, foreign languages, WisCareers, class sizes, recruitment/ hiring the best staff and the trained interview team, and community partnerships. About 30 elementary staff members attended.
5. Adjournment. Motion by Hilger to adjourn at 8:28 a.m., seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Hanks, absent; Drawbert, yes. Motion carried 4-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, January 7, 2013 at 5:00 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

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ALTOONA BOARD OF EDUCATION

Regular Meeting

Altoona Commons Addition

January 7, 2013

5:00 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board President, Helen Drawbert at 5:02 p.m. in the Altoona commons addition.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President
Robert Hanks, Vice President/Treasurer; Absent
Robin E. Elvig, Clerk
Michael J. Hilger, Member
David A. Rowe, Member
Dr. Connie M. 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. December 17, 2012 Regular Meeting. Motion by Elvig to approve the minutes as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Hanks, absent; Drawbert, yes. Motion carried 4-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. (1) Robin Elvig distributed the draft Superintendent Evaluation form. It will be discussed at the January 21 board meeting. (2) Helen Drawbert noted that policies will come to the board rather than to committee until after the spring election. (3) Helen Drawbert announced that Locomotion took the 5th runner-up award (out of 16) at the Colby Competition. b. Agenda items - public comment and concern. None.
8. Treasurer's Report. a. Checks for Payment. Motion by Rowe to approve general fund checks totaling \$854,950.16, student activity fund checks totaling \$1,231.00, employee trust fund checks totaling \$164,855.00 as presented, seconded by Elvig. Rowe, yes; Hilger, yes; Hanks, absent; Elvig, yes; Drawbert, yes. Motion carried 4-0.
9. Resignation of School Board Member and Fulfillment of Term. Robert "Red" Hanks has resigned from the board effective at 11:59 p.m. on December 17, 2012. The position will remain open pending the Spring Election.
10. School Showcase. a. Opportunity to Learn (OTL) Lab Introduction and Personal Learning Plans. Susan Sivertson, gifted and talented program coordinator gave an overview of the program and introduced the Opportunity to Learn lab. Board members and guests also toured the lab and met with students who shared their personal learning plans and projects.

11. Information. **a. General Information.** (1) Announcement of Candidates for School Board. David Rowe was the only candidate to file for one of two openings on the School Board. (2) Policy Discussion. The following were discussed: Policy 423 and procedures – Public School Open Enrollment and Policy 441.2 - Student Representative to the Board of Education. A draft School Board Agreement was also reviewed. Review of Policy 185– Board Committees was postponed. **b. President Report.** (1) Appoint Vice President and Treasurer. Appointments were made. Robin Elvig will serve as Vice President and Mike Hilger as Treasurer. (2) Appoint New Members to the Finance Committee. New members were appointed to the Finance Committee. (3) 2013 WASB Legal and Human Resources Conference. The two-day conference will be held in Stevens Point on February 15 and March 7. Topics will include the Affordable Care Act, legal and human resources and alternative compensation. If attending, board members should register with Joyce by February 4. **c. Superintendent’s Report.** (1) Elementary Principal Vacancy. Nancy Estrem-Fuller is recommended to fill the elementary principal position on an interim basis for the remainder of this school year. (See 12.b.) The posting timeline was reviewed. The position will be posted by January 25. In the meantime, a vacancy announcement will be made. (2) 21st Century Learning Grant Update. In addition to the grant partnership with the Boys and Girls Club, Dr. Biedron is looking into a possible summer opportunity targeted for middle school students at a cost of \$30 per week to include classes, lunch, and activities. Learning opportunities and events would be held at their facility. (3) Parent Informational Meeting. Parent-Community Night is scheduled for March 14 in the commons addition starting at 6:30 p.m. Topics include schedule, calendar and project-based learning school. (4) Skylert Communications System. Training sessions are scheduled for staff on January 14 and 15. The system will go into effect shortly thereafter. (5) WECAN (Wisconsin Education Career Access Network). Joyce Orth shared an overview of the Wisconsin Education Career Access Network. The WECAN membership is the first step toward improved employment procedures related to strategic goal 3: Recruit, develop and retain highly motivated and effective staff. (6) Other Meetings and Events. Dr. Biedron also noted: Thursday’s staff celebration, RAILS summer school program, the Student Transit transition, ongoing meetings/training related to schedule, calendar and project-based learning school, upcoming handbook work sessions (January 14 and 17), chamber forum for school boards on January 17, and Cluster A professional development opportunities.
12. Board Action after Consideration and Discussion. **a. Consider Resignation of Elementary Principal.** Motion by Rowe to accept the resignation of Chelsea Bellville as presented, seconded by Elvig. Hilger, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0. **b. Consider Employment Recommendation for Interim Elementary Principal.** Motion by Rowe to employ Nancy Estrem-Fuller as interim elementary principal through June 14, 2013, seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0. **c. Consider Proposed 2013 Resolutions.** Motion by Elvig to give the delegate discretion to act on resolutions based on the board’s input and the discussion at the delegate assembly, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0.
13. Adjournment. Motion by Elvig to adjourn at 6:26 p.m., seconded by Hilger. Rowe, yes; Hilger, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, January 21, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

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ALTOONA BOARD OF EDUCATION

Special Meeting

High School Library Media Center

January 8, 2013

3:15 p.m.

1. The Special Meeting of the Altoona Board of Education was called to order by Board President Helen Drawbert at 3:15 p.m. in the high school library media center.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President
Robin E. Elvig, Vice President/Clerk
Michael J. Hilger, Treasurer
David A. Rowe, Member
Dr. Connie M. 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. Staff Input - Strategic Goals and Objectives. Helen Drawbert opened with a welcome and board member introductions. Strategic goal-and-objectives topics discussed include: advertising and sponsorships of the schools, online classes, foreign languages, the relationship of RtI and target time with goal 1, WisCareers, monitoring of bullying incidents, recruitment/ hiring the best staff and the trained interview team, and community service component. Related topics brought up include scheduling and calendar. About 20 high school staff members attended.
5. Adjournment. Motion by Rowe to adjourn at 4:26 p.m., seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, January 21, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

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ALTOONA BOARD OF EDUCATION
Special Meeting
Middle School Library Media Center
January 9, 2013
3:15 p.m.

1. The Special Meeting of the Altoona Board of Education was called to order by Board President Helen Drawbert at 3:15 p.m. in the middle school library media center.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President; Absent
Robin E. Elvig, Vice President/Clerk
Michael J. Hilger, Treasurer
David A. Rowe, Member
Dr. Connie M. 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. Staff Input - Strategic Goals and Objectives. Robin Elvig opened with a welcome and board member introductions. Strategic goal-and-objectives topics discussed include: Project-Based Learning school and future expansion, continuity/stability in technology and technology training, online classes, RtI and target time, monitoring of bullying incidents, class sizes, and advertising and sponsorships of the schools. Related topics brought up include school choice (open enrollment) and schedules. About 30 middle school staff members attended.
5. Adjournment. Motion by Rowe to adjourn at 4:42 p.m., seconded by Hilger. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, absent. Motion carried 3-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, January 21, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

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ALTOONA BOARD OF EDUCATION
Special Meeting/Work Session
District Board Room
January 14, 2013
8:30 a.m.

1. The Special Meeting/work session was called to order by Board President, Helen Drawbert at 8:34 a.m. in the District board room.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President
Robin E. Elvig, Vice President/Clerk
Michael J. Hilger, Treasurer
David A. Rowe, Member
Dr. Connie M. Biedron, Superintendent
Joyce M. Orth, Board Secretary

Kathy Dahl, business manager; Karen Henry, pupil services/curriculum director; and principals, Jeff Pepowski and Gary Pszeniczny were also in attendance.
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. Employee Handbook Discussion and Development. Discussions began concerning parameters and priority items for the employee handbook for professional educators (teachers). Categories reviewed included employee work day/hours, employee responsibilities and employee status. Work will continue on January 17, 2013.
5. Adjournment. Motion by Rowe to adjourn at 11:35 a.m., seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, January 21, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

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CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER	NUMBER		DESCRIPTION	
01/07/2013	128633	10 L 000 000	811680 000	OKLAHOMA DEPARTMENT OF HUMAN SERVIC	Payroll accrual	74.91
					Totals for 128633	74.91
01/07/2013	128634	10 L 000 000	811690 000	SOCIAL SECURITY ADMINISTRATION	Payroll accrual	208.55
					Totals for 128634	208.55
01/07/2013	128635	10 L 000 000	811690 000	VALUE AUTO MART OF EAU CLAIRE	Payroll accrual	88.00
					Totals for 128635	88.00
01/07/2013	128636	10 L 000 000	811680 000	WI SCTF	Payroll accrual	46.98
01/07/2013	128636	27 L 000 000	811680 000	WI SCTF	Payroll accrual	7.02
01/07/2013	128636	10 L 000 000	811680 000	WI SCTF	Payroll accrual	187.50
					Totals for 128636	241.50
01/03/2013	128637	10 E 800 355	263300 000	AT&T	TELEPHONE	138.70
					Totals for 128637	138.70
01/03/2013	128638	10 E 800 386	221210 000	CESA #10	Service Billing #3	1,525.00
01/03/2013	128638	10 E 800 386	221230 000	CESA #10	Service Billing #3	177.20
01/03/2013	128638	10 E 800 386	221240 000	CESA #10	Service Billing #3	1,684.00
01/03/2013	128638	10 E 800 386	222200 000	CESA #10	Service Billing #3	20.00
01/03/2013	128638	10 E 800 386	222210 000	CESA #10	Service Billing #3	888.80
01/03/2013	128638	10 E 800 386	223710 000	CESA #10	Service Billing #3	597.20
01/03/2013	128638	10 E 800 386	258100 000	CESA #10	Service Billing #3	176.00
01/03/2013	128638	10 E 800 386	258300 000	CESA #10	Service Billing #3	276.00
01/03/2013	128638	10 E 800 386	262100 000	CESA #10	Service Billing #3	830.00
01/03/2013	128638	10 E 800 386	292000 000	CESA #10	Service Billing #3	582.80
01/03/2013	128638	27 E 800 386	215000 019	CESA #10	Service Billing #3	16,400.40
01/03/2013	128638	27 E 800 386	436300 019	CESA #10	Service Billing #3	5,942.20
01/03/2013	128638	27 E 800 386	436660 019	CESA #10	Service Billing #3	43,608.19
01/03/2013	128638	27 E 800 386	436720 019	CESA #10	Service Billing #3	3,396.00
01/03/2013	128638	10 E 800 386	253000 000	CESA #10	Service Billing #3	482.20
01/03/2013	128638	10 E 800 386	263310 056	CESA #10	Service Billing #3	749.01
01/03/2013	128638	10 E 800 386	249000 000	CESA #10	Service Billing #3	1,745.61
01/03/2013	128638	27 E 800 386	436611 341	CESA #10	Service Billing #3	1,825.39
					Totals for 128638	80,906.00
01/03/2013	128639	10 E 800 358	221910 000	CHARTER COMMUNICATIONS	ACCOUNT: 8245 11 460 0040346 Internet service to Pre-K building	29.99
					Totals for 128639	29.99
01/03/2013	128640	10 E 800 358	221910 000	CHARTER COMMUNICATIONS	ACCOUNT: 8245 11 795 0004192 Internet Transport 40 mbps	451.50
					Totals for 128640	451.50
01/03/2013	128641	10 E 800 310	252105 000	DIVERSIFIED BENEFIT SERVICES INC	HRA HEALTH REIMBURSEMENT ARRANGEMENT	739.75
					Totals for 128641	739.75
01/03/2013	128642	10 E 800 293	291000 000	EDUCATORS BENEFIT CONSULTANTS LLC	RETIREMENT BENFITS	750.00
					Totals for 128642	750.00
01/03/2013	128643	10 E 800 712	270000 000	EMC INSURANCE COMPANIES	POL CHANGE	67.00
					Totals for 128643	67.00

CHECK DATE	CHECK ACCOUNT						VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER						DESCRIPTION	
01/03/2013	128644	10 E 200 411 143000 000				EMERSON, JOHN	IPad purchase. Will get reimbursed \$250.00 from UWEC grant.	350.00	
							Totals for 128644	350.00	
01/03/2013	128645	10 E 100 411 253300 000				HILLYARD, INC - EAU CLAIRE	ADVANCE SWEEPER - BAD BATTERIES	248.73	
01/03/2013	128645	10 E 200 411 253300 000				HILLYARD, INC - EAU CLAIRE	ADVANCE SWEEPER - BAD BATTERIES	248.73	
01/03/2013	128645	10 E 400 411 253300 000				HILLYARD, INC - EAU CLAIRE	ADVANCE SWEEPER - BAD BATTERIES	248.73	
01/03/2013	128645	10 E 100 411 253300 000				HILLYARD, INC - EAU CLAIRE	SCRUBBER REPAIR - DOESN'T SLOW DOWN	121.33	
01/03/2013	128645	10 E 200 411 253300 000				HILLYARD, INC - EAU CLAIRE	SCRUBBER REPAIR - DOESN'T SLOW DOWN	121.33	
01/03/2013	128645	10 E 400 411 253300 000				HILLYARD, INC - EAU CLAIRE	SCRUBBER REPAIR - DOESN'T SLOW DOWN	121.34	
							Totals for 128645	1,110.19	
01/03/2013	128646	10 E 800 480 266000 000				INDUSTRIAL APPRAISAL COMPANY	ACCOUNT: 126-600 FACS SUPPORT AND MAINTENANCE FEE	250.00	
							Totals for 128646	250.00	
01/03/2013	128647	10 E 800 353 258500 000				L & M MAIL SERVICE, INC.	MUSIC BOOSTERS - VALENTINE DINNER	122.14	
							Totals for 128647	122.14	
01/03/2013	128648	10 E 800 411 223100 000				LANE, THOMAS	logo painting for HS gym	200.00	
							Totals for 128648	200.00	
01/03/2013	128649	21 E 800 411 120000 000				MATHEWS, TYLER	SUPPLIES	89.31	
							Totals for 128649	89.31	
01/03/2013	128650	10 E 100 310 143000 000				MONDOVI HIGH SCHOOL	Standards Based Assessment and Grading in PE - BOURGET - HALF TO BE PAID BY ALTOON/HALF BY FALL CREEK	50.00	
							Totals for 128650	50.00	
01/03/2013	128651	10 E 200 320 254300 000				NATIONAL ELEVATOR SERVICES INC	Re-inspection of Lifts after load test.	244.00	
							Totals for 128651	244.00	
01/03/2013	128652	10 E 100 411 254300 000				PILTZ GLASS AND MIRROR INC	REPLACE GLASS AT MAIN ENTRANCE - HS	91.33	
01/03/2013	128652	10 E 200 411 254300 000				PILTZ GLASS AND MIRROR INC	REPLACE GLASS AT MAIN ENTRANCE - HS	91.33	
01/03/2013	128652	10 E 400 411 254300 000				PILTZ GLASS AND MIRROR INC	REPLACE GLASS AT MAIN ENTRANCE - HS	91.34	
							Totals for 128652	274.00	
01/03/2013	128653	10 E 800 420 162000 000				SPORTHILL INC	cross country tops	152.50	
							Totals for 128653	152.50	
01/03/2013	128654	10 E 400 949 162120 000				WACPC CHEER/POM COACHES, INC.	Regional Competition in New Richmond 1/26/13	280.00	

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	
	NUMBER	NUMBER		DESCRIPTION	AMOUNT
				Totals for 128654	280.00
01/03/2013	128655	10 E 800 310 231500 000	WELD, RILEY, PRENN & RICCI	Legal Services	994.50
				Totals for 128655	994.50
01/08/2013	128656	10 E 100 411 110000 000	CULLIGAN WATER SERVICE	ANNUAL WATER DELIVERY	17.40
				Totals for 128656	17.40
01/08/2013	128657	10 E 100 411 110101 000	GREENWOOD/HEINEMANN	Writer's Workshop kit	196.90
01/08/2013	128657	10 E 800 411 122000 141	GREENWOOD/HEINEMANN	Writer's Workshop Kit	196.90
				Totals for 128657	393.80
01/08/2013	128658	10 E 800 353 258500 000	L & M MAIL SERVICE, INC.	2012/13 - Blanket order/mail service	1,281.23
				Totals for 128658	1,281.23
01/08/2013	128659	10 E 200 310 125400 000	LIES, JUDY	Accompanist fee for middle school holiday concert.	175.00
				Totals for 128659	175.00
01/08/2013	128660	10 E 400 943 125400 000	LUTHER COLLEGE	Dorian Vocal Festival Student Registration Fee	75.00
				Totals for 128660	75.00
01/08/2013	128661	10 E 800 411 223100 000	MECA SPORTSWEAR	letterman's jacket (deposited money)	127.03
				Totals for 128661	127.03
01/08/2013	128662	10 E 200 310 143000 000	MONDOVI HIGH SCHOOL	PE Assessment Workshop	100.00
				Totals for 128662	100.00
01/08/2013	128663	27 E 700 411 158510 341	PETTY CASH FUND	Petty Cash for Cooking	66.15
				Totals for 128663	66.15
01/08/2013	128664	10 E 800 310 221910 000	RMM SOLUTIONS	Blanket PO for technical support from RMM Solutions 2012-2013	250.00
01/08/2013	128664	10 E 800 310 221910 000	RMM SOLUTIONS	Blanket PO for technical support from RMM Solutions 2012-2013	490.00
				Totals for 128664	740.00
01/08/2013	128665	10 E 200 411 164311 000	WASC	add one student to Student Council Jam on 11/12/12	28.00
				Totals for 128665	28.00
01/08/2013	128666	10 E 800 310 231100 000	WISC DEPT OF JUSTICE	Background Checks	7.00
				Totals for 128666	7.00
01/15/2013	128667	50 E 800 310 257220 000	EAU CLAIRE CITY-COUNTY HEALTH	foodservice inspections	596.00
				Totals for 128667	596.00
01/15/2013	128668	10 E 400 411 125500 000	THORP SCHOOL DISTRICT	meals for honor band students/all conference on 01/19/13	100.00
				Totals for 128668	100.00

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER			DESCRIPTION	
01/07/2013	121320617	10 L 000 000	811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual	196.80
01/07/2013	121320617	10 L 000 000	811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual	203.46
01/07/2013	121320617	27 L 000 000	811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual	203.20
01/07/2013	121320617	80 L 000 000	811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual	2.84
01/07/2013	121320617	10 L 000 000	811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual	3,212.54
01/07/2013	121320617	27 L 000 000	811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual	463.78
					Totals for 121320617	4,282.62
01/07/2013	121320618	10 L 000 000	811670 000	ING LIFE INS & ANNUITY CO	Payroll accrual	745.40
01/07/2013	121320618	27 L 000 000	811670 000	ING LIFE INS & ANNUITY CO	Payroll accrual	64.60
01/07/2013	121320618	10 L 000 000	811670 000	ING LIFE INS & ANNUITY CO	Payroll accrual	150.40
01/07/2013	121320618	27 L 000 000	811670 000	ING LIFE INS & ANNUITY CO	Payroll accrual	9.60
					Totals for 121320618	970.00
01/07/2013	121320619	10 E 100 230	110000 000	MINNESOTA LIFE INSURANCE CO	FEB 2013 BILLING IN JAN 2013	-1.29
01/07/2013	121320619	10 E 200 230	120000 000	MINNESOTA LIFE INSURANCE CO	FEB 2013 BILLING IN JAN 2013	-1.29
01/07/2013	121320619	10 E 400 230	120000 000	MINNESOTA LIFE INSURANCE CO	FEB 2013 BILLING IN JAN 2013	-1.32
01/07/2013	121320619	10 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	521.61
01/07/2013	121320619	27 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	82.80
01/07/2013	121320619	50 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	22.27
01/07/2013	121320619	80 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00
01/07/2013	121320619	10 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	218.86
01/07/2013	121320619	27 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	28.24
01/07/2013	121320619	50 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	2.88
01/07/2013	121320619	80 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00
01/07/2013	121320619	10 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	521.61
01/07/2013	121320619	27 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	82.80
01/07/2013	121320619	50 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	22.27
01/07/2013	121320619	80 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00
01/07/2013	121320619	10 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	218.86
01/07/2013	121320619	27 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	28.24
01/07/2013	121320619	50 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	2.88
01/07/2013	121320619	80 L 000 000	811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00
					Totals for 121320619	1,749.42
01/03/2013	121320620	10 E 100 320	254300 000	BRAUN CORPORATION LLC	4TH BILLING OF 12 QUARTERLY EXAM AND LUBE FOR PAL LIFTS	96.93
01/03/2013	121320620	10 E 400 320	254300 000	BRAUN CORPORATION LLC	4TH BILLING OF 12 QUARTERLY EXAM AND LUBE FOR PAL LIFTS	76.67
01/03/2013	121320620	10 E 100 320	254300 000	BRAUN CORPORATION LLC	FIX LIFT	179.22
01/03/2013	121320620	10 E 400 320	254300 000	BRAUN CORPORATION LLC	FIX LIFT	141.78
					Totals for 121320620	494.60
01/03/2013	121320621	10 E 800 310	231400 000	EAU CLAIRE PRESS COMPANY	ELECTION	56.47
					Totals for 121320621	56.47
01/03/2013	121320622	10 E 200 431	222200 000	FOLLETT LIBRARY RESOURCES	Books & Playaways	81.91
01/03/2013	121320622	10 E 200 432	222200 000	FOLLETT LIBRARY RESOURCES	Books & Playaways	871.59
01/03/2013	121320622	10 E 200 431	222200 000	FOLLETT LIBRARY RESOURCES	Books & Playaways	13.99
01/03/2013	121320622	10 E 200 432	222200 000	FOLLETT LIBRARY RESOURCES	Books & Playaways	148.89
					Totals for 121320622	1,116.38
01/03/2013	121320623	10 E 100 320	254300 000	G & K SERVICES, INC.	Blanket P.O.	13.47
01/03/2013	121320623	10 E 200 320	254300 000	G & K SERVICES, INC.	Blanket P.O.	13.47
01/03/2013	121320623	10 E 400 320	254300 000	G & K SERVICES, INC.	Blanket P.O.	13.46

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	NUMBER	NUMBER	NUMBER			
01/03/2013	121320623	10 E 100 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	15.69	
01/03/2013	121320623	10 E 200 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	15.69	
01/03/2013	121320623	10 E 400 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	15.70	
01/03/2013	121320623	10 E 100 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	32.34	
01/03/2013	121320623	10 E 200 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	32.34	
01/03/2013	121320623	10 E 400 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	32.33	
				Totals for 121320623	184.49	
01/03/2013	121320624	27 E 700 411 156600 347	ABILITATIONS	OT supplies	66.87	
				Totals for 121320624	66.87	
01/03/2013	121320625	10 E 100 411 121000 000	NASCO	Art Supplies	350.57	
				Totals for 121320625	350.57	
01/03/2013	121320626	10 E 400 411 121000 000	SAX ARTS & CRAFTS	high school art supplies	26.99	
				Totals for 121320626	26.99	
01/03/2013	121320627	10 E 100 417 110000 000	SCHOOL SPECIALTY INC.	Paper and Folder Order	571.90	
01/03/2013	121320627	10 E 100 411 110000 000	SCHOOL SPECIALTY INC.	CONSTRUCTION PAPER	50.78	
01/03/2013	121320627	10 E 100 417 110000 000	SCHOOL SPECIALTY INC.	CONSTRUCTION PAPER	108.92	
01/03/2013	121320627	10 E 100 411 110200 000	SCHOOL SPECIALTY INC.	SUPPLIES	17.07	
				Totals for 121320627	748.67	
01/03/2013	121320628	21 E 800 411 172000 869	SIVERTSON, SUSAN	OTL lab expenses/aquarium	60.00	
01/03/2013	121320628	10 E 700 411 172000 000	SIVERTSON, SUSAN	OTL lab expenses/aquarium	41.16	
01/08/2013	121320628	21 E 800 411 172000 869	SIVERTSON, SUSAN	OTL lab expenses/aquarium	-60.00	
01/08/2013	121320628	10 E 700 411 172000 000	SIVERTSON, SUSAN	OTL lab expenses/aquarium	-41.16	
				Totals for 121320628	0.00	
01/03/2013	121320629	10 E 800 480 266000 000	SKYWARD, INC.	CREDIT - BACKSTAGE MANAGER	-1,500.00	
01/03/2013	121320629	10 E 800 480 266000 000	SKYWARD, INC.	Skylert	3,994.00	
				Totals for 121320629	2,494.00	
01/03/2013	121320630	10 E 100 411 254300 000	VALLEY BUILDERS & HARDWARE CO	KEYS	8.80	
01/03/2013	121320630	10 E 200 411 254300 000	VALLEY BUILDERS & HARDWARE CO	KEYS	8.80	
01/03/2013	121320630	10 E 400 411 254300 000	VALLEY BUILDERS & HARDWARE CO	KEYS	8.80	
				Totals for 121320630	26.40	
01/03/2013	121320631	10 E 800 291 221300 000	WARDEAN, KIMBERLY	2 CREDITS	80.00	
				Totals for 121320631	80.00	
01/03/2013	121320632	10 E 800 310 231700 000	WIPFLI, LLP	EXAMINATION OF ACCOUNTS	6,020.00	
				Totals for 121320632	6,020.00	
01/08/2013	121320633	10 E 200 411 120500 000	BRAHAN, SARA	Reimburse for supplies bought throughout the year	478.58	
				Totals for 121320633	478.58	
01/08/2013	121320634	10 E 100 411 254300 000	FIRST SUPPLY LLC	Blanket P.O.	19.57	
01/08/2013	121320634	10 E 200 411 254300 000	FIRST SUPPLY LLC	Blanket P.O.	19.57	
01/08/2013	121320634	10 E 400 411 254300 000	FIRST SUPPLY LLC	Blanket P.O.	19.58	
				Totals for 121320634	58.72	
01/08/2013	121320635	10 E 100 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	17.79	
01/08/2013	121320635	10 E 200 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	17.79	
01/08/2013	121320635	10 E 400 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	17.78	

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	NUMBER	NUMBER		DESCRIPTION		
					Totals for 121320635	53.36
01/08/2013	121320636	10 E 100 320 254300 000	GARBERS ELECTRIC MOTOR		Blanket P.O.	99.58
01/08/2013	121320636	10 E 200 320 254300 000	GARBERS ELECTRIC MOTOR		Blanket P.O.	99.58
01/08/2013	121320636	10 E 400 320 254300 000	GARBERS ELECTRIC MOTOR		Blanket P.O.	99.59
01/08/2013	121320636	10 E 100 320 254300 000	GARBERS ELECTRIC MOTOR		Blanket P.O.	8.00
01/08/2013	121320636	10 E 200 320 254300 000	GARBERS ELECTRIC MOTOR		Blanket P.O.	8.00
01/08/2013	121320636	10 E 400 320 254300 000	GARBERS ELECTRIC MOTOR		Blanket P.O.	8.00
					Totals for 121320636	322.75
01/08/2013	121320637	10 E 800 342 256210 000	LEON, MISTI		meal reimbursement for H.S. girls bb to rice lake on 12/15/12 \$12.00	12.00
					Totals for 121320637	12.00
01/08/2013	121320638	10 E 100 320 254300 000	THE MOOREFIELD GROUP INC		Blanket P.O.	61.67
01/08/2013	121320638	10 E 200 320 254300 000	THE MOOREFIELD GROUP INC		Blanket P.O.	61.67
01/08/2013	121320638	10 E 400 320 254300 000	THE MOOREFIELD GROUP INC		Blanket P.O.	61.66
					Totals for 121320638	185.00
01/08/2013	121320639	10 E 400 320 254300 000	RTS ROOFING, INC.		Repair several roof leaks at high school	629.97
					Totals for 121320639	629.97
01/08/2013	121320640	10 E 800 342 256210 000	SALTER, DOUGLAS		supper for trip to osseo with boys basketball team on 12/18/12	9.27
					Totals for 121320640	9.27
01/08/2013	121320641	10 E 100 411 110000 000	SCHOOL SPECIALTY INC.		WORKROOM AND STAFF SUPPLIES	256.56
01/08/2013	121320641	10 E 400 411 127000 000	SCHOOL SPECIALTY INC.		Classroom supplies	49.16
01/08/2013	121320641	10 E 200 411 120600 000	SCHOOL SPECIALTY INC.		6th grade supplies--Camlek	75.02
					Totals for 121320641	380.74
01/08/2013	121320642	21 E 800 411 172000 869	SIVERTSON, SUSAN		OTL lab expenses/aquarium	60.00
01/08/2013	121320642	10 E 700 411 172000 000	SIVERTSON, SUSAN		OTL lab expenses/aquarium	41.16
					Totals for 121320642	101.16
01/08/2013	121320643	10 E 800 537 255400 000	STUDENT TRANSIT EAU CLAIRE, INC.		Rent for 2012-13	1,200.00
01/08/2013	121320643	10 E 800 320 256600 000	STUDENT TRANSIT EAU CLAIRE, INC.		Bus Maint.	4,913.59
01/08/2013	121320643	27 E 800 320 256500 011	STUDENT TRANSIT EAU CLAIRE, INC.		Bus Maint.	121.02
					Totals for 121320643	6,234.61
01/08/2013	121320644	10 E 800 411 221910 000	TIERNEY BROTHERS, INC.		USB Audio system for SMART Board 600	305.00
					Totals for 121320644	305.00
01/15/2013	121320645	50 E 800 415 257250 000	COCA-COLA BOTTLING CO		coke blanket order	-8.24
01/15/2013	121320645	50 E 800 415 257250 000	COCA-COLA BOTTLING CO		coke blanket order	137.28
01/15/2013	121320645	50 E 800 415 257250 000	COCA-COLA BOTTLING CO		coke blanket order	-25.12
					Totals for 121320645	103.92
01/15/2013	121320646	50 E 800 415 257210 000	DEAN FOODS OF WISCONSIN		Morning Glory/Dean Foods blanket order	240.00
01/15/2013	121320646	50 E 800 415 257220 000	DEAN FOODS OF WISCONSIN		Morning Glory/Dean Foods blanket order	811.99

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01/15/2013	121320646	50 E 800 415 257250 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	533.48
01/15/2013	121320646	50 E 800 415 257210 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	240.00
01/15/2013	121320646	50 E 800 415 257220 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	369.59
01/15/2013	121320646	50 E 800 415 257250 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	555.80
				Totals for 121320646	2,750.86
01/15/2013	121320647	50 E 800 415 257220 000	DOMINOS PIZZA	Domino's Pizza blanket order	360.00
				Totals for 121320647	360.00
01/15/2013	121320649	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	32.40
01/15/2013	121320649	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	59.55
01/15/2013	121320649	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	23.45
01/15/2013	121320649	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	35.40
01/15/2013	121320649	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	30.05
01/15/2013	121320649	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	8.75
01/15/2013	121320649	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	13.60
				Totals for 121320649	203.20
01/15/2013	121320652	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	59.15
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	1,400.07
01/15/2013	121320652	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	91.94
01/15/2013	121320652	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	121.18
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-49.42
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	232.76
01/15/2013	121320652	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	921.53
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	2,092.20
01/15/2013	121320652	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	274.29
01/15/2013	121320652	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	269.99
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	10.80
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	24.00
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	367.68
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	12.00
01/15/2013	121320652	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	465.57
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	1,572.63
01/15/2013	121320652	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	228.02

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	NUMBER	NUMBER		DESCRIPTION	
01/15/2013	121320652	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	123.47
01/15/2013	121320652	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-24.11
				Totals for 121320652	8,193.75
01/15/2013	121320653	50 E 800 310 257220 000	NORTH STAR FIRE SYSTEMS CORP	recharged fire systems in kitchens	295.25
				Totals for 121320653	295.25
01/07/2013	201200277	10 L 000 000 811671 000	GREAT-WEST RETIREMENT SERVICES	Payroll accrual	1,024.33
01/07/2013	201200277	27 L 000 000 811671 000	GREAT-WEST RETIREMENT SERVICES	Payroll accrual	500.00
				Totals for 201200277	1,524.33
01/07/2013	201200278	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	32,171.78
01/07/2013	201200278	27 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	3,826.54
01/07/2013	201200278	50 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	935.20
01/07/2013	201200278	80 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	30.33
01/07/2013	201200278	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	18,247.25
01/07/2013	201200278	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2,688.26
01/07/2013	201200278	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	703.04
01/07/2013	201200278	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	26.28
01/07/2013	201200278	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	4,267.49
01/07/2013	201200278	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	628.66
01/07/2013	201200278	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	164.41
01/07/2013	201200278	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	6.15
01/07/2013	201200278	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	699.90
01/07/2013	201200278	27 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	9.60
01/07/2013	201200278	50 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	10.00
01/07/2013	201200278	80 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	7.50
				Totals for 201200278	64,422.39
01/07/2013	201200279	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	4,267.49
01/07/2013	201200279	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	628.66
01/07/2013	201200279	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	164.41
01/07/2013	201200279	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	6.15
01/07/2013	201200279	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	18,247.25
01/07/2013	201200279	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2,688.26
01/07/2013	201200279	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	703.04
01/07/2013	201200279	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	26.28
				Totals for 201200279	26,731.54
01/07/2013	201200280	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	82.50
01/07/2013	201200280	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	55.00
01/07/2013	201200280	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	7.50
01/07/2013	201200280	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	14,982.65
01/07/2013	201200280	27 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	2,042.81
01/07/2013	201200280	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	429.17
01/07/2013	201200280	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	10.50
				Totals for 201200280	17,610.13
01/07/2013	201200281	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	526.30
01/07/2013	201200281	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	14,943.68
01/07/2013	201200281	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,010.55
01/07/2013	201200281	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	3,560.18
01/07/2013	201200281	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	758.05

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	NUMBER	NUMBER		DESCRIPTION	
01/07/2013	201200281	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	630.99
01/07/2013	201200281	80 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	24.99
01/07/2013	201200281	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	14,943.68
01/07/2013	201200281	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,010.55
01/07/2013	201200281	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	3,560.20
01/07/2013	201200281	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	758.05
01/07/2013	201200281	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	104.69
01/07/2013	201200281	80 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	24.99
				Totals for 201200281	43,856.90
01/07/2013	201200282	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	98.23
01/07/2013	201200282	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	77.34
01/07/2013	201200282	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	57.23
01/07/2013	201200282	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	45.75
01/07/2013	201200282	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	233.00
01/07/2013	201200282	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	10.44
01/07/2013	201200282	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	2,895.00
01/07/2013	201200282	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	5,003.75
01/07/2013	201200282	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	500.00
01/07/2013	201200282	80 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	78.25
01/07/2013	201200282	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	2,707.50
				Totals for 201200282	11,706.49
01/07/2013	201200283	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	1,205.39
01/07/2013	201200283	27 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	217.12
01/07/2013	201200283	80 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	17.85
01/07/2013	201200283	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	128.57
01/07/2013	201200283	27 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	704.28
01/15/2013	201200283	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	-128.57
01/15/2013	201200283	27 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	-704.28
01/15/2013	201200283	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	-1,205.39
01/15/2013	201200283	27 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	-217.12
01/15/2013	201200283	80 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Payroll accrual	-17.85
				Totals for 201200283	0.00
01/07/2013	201200284	10 A 000 000 711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT 1-7-13	187,693.41
01/07/2013	201200284	27 A 000 000 711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT 1-7-13	29,371.17
01/07/2013	201200284	50 A 000 000 711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT 1-7-13	8,915.90
01/07/2013	201200284	80 A 000 000 711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT 1-7-13	229.38
				Totals for 201200284	226,209.86
01/08/2013	201200285	10 E 100 249 110000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	152.72
01/08/2013	201200285	10 E 100 249 110100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	227.16
01/08/2013	201200285	10 E 100 249 110101 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	332.13
01/08/2013	201200285	10 E 100 249 110200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	201.85
01/08/2013	201200285	10 E 100 249 110300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	237.83
01/08/2013	201200285	10 E 100 249 110400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	135.90
01/08/2013	201200285	10 E 100 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	43.15
01/08/2013	201200285	10 E 100 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	64.61
01/08/2013	201200285	10 E 100 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	49.34
01/08/2013	201200285	10 E 100 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	235.39
01/08/2013	201200285	10 E 100 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	77.84
01/08/2013	201200285	10 E 100 249 110100 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	67.40
01/08/2013	201200285	10 E 100 249 110101 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	70.95
01/08/2013	201200285	10 E 100 249 110200 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	113.32
01/08/2013	201200285	10 E 100 249 110300 365	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	56.66

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
01/08/2013	201200285	10 E 200 249 120000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		26.78
01/08/2013	201200285	10 E 200 249 120500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		153.45
01/08/2013	201200285	10 E 200 249 120600 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		129.45
01/08/2013	201200285	10 E 200 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		8.25
01/08/2013	201200285	10 E 200 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		161.56
01/08/2013	201200285	10 E 200 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		14.77
01/08/2013	201200285	10 E 200 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		63.71
01/08/2013	201200285	10 E 200 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		3.18
01/08/2013	201200285	10 E 200 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		28.37
01/08/2013	201200285	10 E 200 249 125510 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		56.93
01/08/2013	201200285	10 E 200 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		74.09
01/08/2013	201200285	10 E 200 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		102.25
01/08/2013	201200285	10 E 200 249 132700 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		32.08
01/08/2013	201200285	10 E 200 249 136320 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		7.37
01/08/2013	201200285	10 E 200 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		7.08
01/08/2013	201200285	10 E 200 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		58.64
01/08/2013	201200285	10 E 200 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		113.52
01/08/2013	201200285	10 E 200 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		94.73
01/08/2013	201200285	10 E 200 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		147.77
01/08/2013	201200285	10 E 200 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		1.20
01/08/2013	201200285	10 E 200 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		105.23
01/08/2013	201200285	10 E 200 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		51.25
01/08/2013	201200285	10 E 400 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		41.96
01/08/2013	201200285	10 E 400 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		227.03
01/08/2013	201200285	10 E 400 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		98.87
01/08/2013	201200285	10 E 400 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		131.48
01/08/2013	201200285	10 E 400 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		3.18
01/08/2013	201200285	10 E 400 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		28.37
01/08/2013	201200285	10 E 400 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		189.96
01/08/2013	201200285	10 E 400 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		184.13
01/08/2013	201200285	10 E 400 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		10.76
01/08/2013	201200285	10 E 400 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		59.22
01/08/2013	201200285	10 E 400 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		79.84
01/08/2013	201200285	10 E 400 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		94.60
01/08/2013	201200285	10 E 400 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		138.96
01/08/2013	201200285	10 E 400 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		3.81
01/08/2013	201200285	10 E 400 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		97.42
01/08/2013	201200285	10 E 400 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		51.25
01/08/2013	201200285	10 E 400 249 132700 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		92.71
01/08/2013	201200285	10 E 400 249 136320 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		49.30
01/08/2013	201200285	10 E 700 249 172000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		72.47
01/08/2013	201200285	10 E 800 249 211100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		31.50
01/08/2013	201200285	10 E 800 249 214400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		37.59
01/08/2013	201200285	10 E 800 249 221910 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		98.77
01/08/2013	201200285	10 E 800 249 223100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		30.20
01/08/2013	201200285	10 E 800 249 232100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		106.78
01/08/2013	201200285	10 E 800 249 252000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		85.01
01/08/2013	201200285	10 E 800 249 254200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		51.24
01/08/2013	201200285	10 E 800 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		53.04
01/08/2013	201200285	10 E 800 249 122000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		69.87
01/08/2013	201200285	10 E 800 249 239000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		1.61
01/08/2013	201200285	27 E 700 249 152000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		72.47
01/08/2013	201200285	27 E 700 249 158100 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		16.47
01/08/2013	201200285	27 E 700 249 158310 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		56.85
01/08/2013	201200285	27 E 700 249 158320 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		56.69
01/08/2013	201200285	27 E 700 249 158330 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		14.40

CHECK DATE	CHECK ACCOUNT						INVOICE					AMOUNT
	NUMBER	NUMBER					VENDOR	DESCRIPTION				
01/08/2013	201200285	27 E 700	249	158340	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			11.10	
01/08/2013	201200285	27 E 700	249	158510	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			4.52	
01/08/2013	201200285	27 E 700	249	158520	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			56.70	
01/08/2013	201200285	27 E 700	249	158530	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			56.79	
01/08/2013	201200285	27 E 700	249	158710	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			72.77	
01/08/2013	201200285	27 E 700	249	158730	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			56.74	
01/08/2013	201200285	27 E 700	249	158750	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			56.78	
01/08/2013	201200285	27 E 700	249	158760	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			56.80	
01/08/2013	201200285	27 E 700	249	159110	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			668.53	
01/08/2013	201200285	27 E 700	249	213000	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			21.08	
01/08/2013	201200285	27 E 700	249	214400	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			15.35	
01/08/2013	201200285	27 E 700	249	223300	011	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			26.78	
01/08/2013	201200285	27 E 700	249	223300	341	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			39.56	
01/08/2013	201200285	10 E 100	249	110300	332	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			56.59	
Totals for 201200285											7,145.81	
01/14/2013	201200296	10 E 100	249	110000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			154.87	
01/14/2013	201200296	10 E 100	249	110100	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			230.35	
01/14/2013	201200296	10 E 100	249	110101	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			336.81	
01/14/2013	201200296	10 E 100	249	110200	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			204.69	
01/14/2013	201200296	10 E 100	249	110300	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			241.18	
01/14/2013	201200296	10 E 100	249	110400	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			137.81	
01/14/2013	201200296	10 E 100	249	143000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			43.76	
01/14/2013	201200296	10 E 100	249	213000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			65.52	
01/14/2013	201200296	10 E 100	249	222200	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			50.03	
01/14/2013	201200296	10 E 100	249	241000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			238.70	
01/14/2013	201200296	10 E 100	249	253300	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			78.94	
01/14/2013	201200296	10 E 100	249	110100	332	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			68.35	
01/14/2013	201200296	10 E 100	249	110101	332	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			71.94	
01/14/2013	201200296	10 E 100	249	110200	332	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			114.92	
01/14/2013	201200296	10 E 100	249	110300	365	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			57.46	
01/14/2013	201200296	10 E 200	249	120000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			27.16	
01/14/2013	201200296	10 E 200	249	120500	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			155.61	
01/14/2013	201200296	10 E 200	249	120600	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			131.27	
01/14/2013	201200296	10 E 200	249	121000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			8.36	
01/14/2013	201200296	10 E 200	249	122000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			163.83	
01/14/2013	201200296	10 E 200	249	123000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			14.98	
01/14/2013	201200296	10 E 200	249	124000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			64.61	
01/14/2013	201200296	10 E 200	249	125400	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			3.22	
01/14/2013	201200296	10 E 200	249	125500	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			28.76	
01/14/2013	201200296	10 E 200	249	125510	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			57.73	
01/14/2013	201200296	10 E 200	249	126000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			75.13	
01/14/2013	201200296	10 E 200	249	127000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			103.69	
01/14/2013	201200296	10 E 200	249	132700	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			32.53	
01/14/2013	201200296	10 E 200	249	136320	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			7.47	
01/14/2013	201200296	10 E 200	249	141000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			7.18	
01/14/2013	201200296	10 E 200	249	143000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			59.47	
01/14/2013	201200296	10 E 200	249	213000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			115.11	
01/14/2013	201200296	10 E 200	249	222200	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			96.06	
01/14/2013	201200296	10 E 200	249	241000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			149.85	
01/14/2013	201200296	10 E 200	249	241100	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			1.22	
01/14/2013	201200296	10 E 200	249	253300	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			106.71	
01/14/2013	201200296	10 E 200	249	254300	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			51.97	
01/14/2013	201200296	10 E 400	249	121000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			42.55	
01/14/2013	201200296	10 E 400	249	122000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			230.23	
01/14/2013	201200296	10 E 400	249	123000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA	PAYMENTS			100.26	

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
01/14/2013	201200296	10 E 400 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		133.33
01/14/2013	201200296	10 E 400 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		3.22
01/14/2013	201200296	10 E 400 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		28.76
01/14/2013	201200296	10 E 400 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		192.63
01/14/2013	201200296	10 E 400 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		186.72
01/14/2013	201200296	10 E 400 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		10.91
01/14/2013	201200296	10 E 400 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		60.05
01/14/2013	201200296	10 E 400 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		80.97
01/14/2013	201200296	10 E 400 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		95.93
01/14/2013	201200296	10 E 400 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		140.92
01/14/2013	201200296	10 E 400 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		3.86
01/14/2013	201200296	10 E 400 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		98.79
01/14/2013	201200296	10 E 400 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		51.97
01/14/2013	201200296	10 E 400 249 132700 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		94.01
01/14/2013	201200296	10 E 400 249 136320 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		50.00
01/14/2013	201200296	10 E 700 249 172000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		73.49
01/14/2013	201200296	10 E 800 249 211100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		31.94
01/14/2013	201200296	10 E 800 249 214400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		38.12
01/14/2013	201200296	10 E 800 249 221910 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		100.16
01/14/2013	201200296	10 E 800 249 223100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		30.63
01/14/2013	201200296	10 E 800 249 232100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		108.29
01/14/2013	201200296	10 E 800 249 252000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		86.21
01/14/2013	201200296	10 E 800 249 254200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		51.96
01/14/2013	201200296	10 E 800 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		53.79
01/14/2013	201200296	10 E 800 249 122000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		70.86
01/14/2013	201200296	10 E 800 249 239000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		1.63
01/14/2013	201200296	27 E 700 249 152000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		73.49
01/14/2013	201200296	27 E 700 249 158100 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		16.70
01/14/2013	201200296	27 E 700 249 158310 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		57.65
01/14/2013	201200296	27 E 700 249 158320 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		57.49
01/14/2013	201200296	27 E 700 249 158330 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		14.60
01/14/2013	201200296	27 E 700 249 158340 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		11.26
01/14/2013	201200296	27 E 700 249 158510 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		4.59
01/14/2013	201200296	27 E 700 249 158520 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		57.50
01/14/2013	201200296	27 E 700 249 158530 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		57.59
01/14/2013	201200296	27 E 700 249 158710 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		73.79
01/14/2013	201200296	27 E 700 249 158730 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		57.54
01/14/2013	201200296	27 E 700 249 158750 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		57.58
01/14/2013	201200296	27 E 700 249 158760 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		57.60
01/14/2013	201200296	27 E 700 249 159110 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		677.94
01/14/2013	201200296	27 E 700 249 213000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		21.38
01/14/2013	201200296	27 E 700 249 214400 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		15.57
01/14/2013	201200296	27 E 700 249 223300 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		27.15
01/14/2013	201200296	27 E 700 249 223300 341	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		40.11
01/14/2013	201200296	10 E 100 249 110300 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		57.43
				Totals for 201200296		7,246.40
01/15/2013	201200298	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges		2.21
				Totals for 201200298		2.21
01/15/2013	201200299	10 E 800 355 263300 000	AT&T	Early childhood and press box		93.14
				Totals for 201200299		93.14
01/15/2013	201200300	10 E 800 355 263300 000	AT&T	DO fax		251.01
				Totals for 201200300		251.01

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	
	NUMBER	NUMBER	NUMBER		DESCRIPTION	AMOUNT
01/15/2013	201200301	10 E 100	320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	2,133.99
01/15/2013	201200301	10 E 200	320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	1,467.20
01/15/2013	201200301	10 E 400	320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	2,254.79
01/15/2013	201200301	10 E 800	320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	189.73
01/15/2013	201200301	50 E 800	320 257220 000	E O JOHNSON COMPANY	Printer/copier lease	54.90
					Totals for 201200301	6,100.61
01/15/2013	201200302	10 E 800	358 221910 000	CHARTER COMMUNICATIONS	INTERNET - DAHL	58.01
					Totals for 201200302	58.01
01/15/2013	201200303	10 E 100	331 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage	69.90
01/15/2013	201200303	10 E 100	336 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage	259.82
01/15/2013	201200303	10 E 200	331 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage	166.36
01/15/2013	201200303	10 E 200	336 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage	73.44
					Totals for 201200303	569.52
01/15/2013	201200304	10 E 100	331 253300 000	XCEL ENERGY	MONTHLY UTILITIES	1,875.25
01/15/2013	201200304	10 E 100	336 253300 000	XCEL ENERGY	MONTHLY UTILITIES	3,267.78
01/15/2013	201200304	10 E 200	331 253300 000	XCEL ENERGY	MONTHLY UTILITIES	1,490.76
01/15/2013	201200304	10 E 200	336 253300 000	XCEL ENERGY	MONTHLY UTILITIES	5,059.93
01/15/2013	201200304	10 E 400	331 253300 000	XCEL ENERGY	MONTHLY UTILITIES	2,948.93
01/15/2013	201200304	10 E 400	336 253300 000	XCEL ENERGY	MONTHLY UTILITIES	5,707.21
					Totals for 201200304	20,349.86
01/15/2013	201200305	10 E 100	310 254300 000	WM OF NORTHERN WISCONSIN, INC	Garbage pickup	515.19
01/15/2013	201200305	10 E 200	310 254300 000	WM OF NORTHERN WISCONSIN, INC	Garbage pickup	515.19
01/15/2013	201200305	10 E 400	310 254300 000	WM OF NORTHERN WISCONSIN, INC	Garbage pickup	515.20
					Totals for 201200305	1,545.58
01/15/2013	201200306	10 E 800	411 252000 000	WELLS FARGO BANK	Service fees	603.69
					Totals for 201200306	603.69
					Totals for checks	566,892.25

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL	336,294.63	0.00	80,336.18	416,630.81
21	SPECIAL REVENUE TRUST FUND	0.00	0.00	149.31	149.31
27	SPECIAL EDUCATION FUND	49,514.53	0.00	74,166.13	123,680.66
50	FOOD SERVICE	13,392.45	0.00	12,557.88	25,950.33
80	COMMUNITY SERVICE	481.14	0.00	0.00	481.14
***	Fund Summary Totals ***	399,682.75	0.00	167,209.50	566,892.25

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

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
01/02/2013	7808	61 L 000 000 814406 000	CHIPPEWA VALLEY SPOR	Holloway basketball bags. Item #229411 Color 952 with embroidery.	750.00
01/02/2013	7808	61 L 000 000 814406 000	CHIPPEWA VALLEY SPOR	Breakaway warm up pants. Black with white stripes.	112.00
				Totals for 7808	862.00
01/02/2013	7809	61 L 000 000 814209 000	COCA-COLA BOTTLING C	TEA, WATER, POWERADE, FUZE, GLACEAU	669.12
				Totals for 7809	669.12
01/02/2013	7810	61 L 000 000 814400 000	GOURMET'S DELIGHT IN	payment for November fundraiser	1,758.00
01/02/2013	7810	61 L 000 000 814400 000	GOURMET'S DELIGHT IN	payment for November fundraiser	65.50
				Totals for 7810	1,823.50
01/08/2013	7811	61 L 000 000 814212 000	EQUAL RIGHTS DIVISIO	work permits	52.50
				Totals for 7811	52.50
01/08/2013	7812	61 L 000 000 814202 000	FISCHER, GABRIEL	Snowball DJ	310.00
				Totals for 7812	310.00
				Totals for checks	3,717.12

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	3,717.12	0.00	0.00	3,717.12
***	Fund Summary Totals ***	3,717.12	0.00	0.00	3,717.12

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

ALTOONA SCHOOL BOARD

SCHOOL BOARD ELECTION - WRITE-IN CANDIDATES

Kimberly Devereaux

Patricia Huse

Brad Poquette

Kenneth Sagert



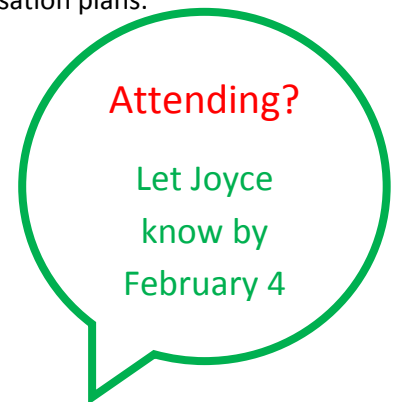
The 2013 Legal and Human Resources conference is a unique two-day conference intended to directly help districts gain valuable human resources information and implement successful alternative compensation systems.

On the first day - February 15 - attend one of three tracks. The first addresses issues regarding the federal Affordable Care Act. The second takes on Legal and Human Resources issues. The third track focuses on Alternative Compensation. District teams are encouraged.

On the second day - March 7 - return with district team members to participate in facilitated discussions and delve deeper into developing your district's specific alternative compensation plans.

Track 1 - Affordable Care Act

- | | |
|----------------|---|
| 9-10:15am | Basics of the Affordable Care Act <ul style="list-style-type: none"> • Kevin Clougherty - M3 Insurance • Teresa Cutler - Employee Benefits Corporation |
| 10:30am-12noon | Non-Discrimination Implications on Contracts, Policies, & Handbooks <ul style="list-style-type: none"> • Teresa Cutler - Employee Benefits Corporation • Kevin Clougherty - M3 Insurance • Bob Butler - WASB |
| 12noon | Lunch |
| 1-3pm | Affordable Care Act & Other Issues <ul style="list-style-type: none"> • Al Jaeger - Associated Financial Group |



Track 2 - Legal & Human Resources

- 9-10:15am Employment Discrimination & Retaliation Claims
• Ben Richter - WASB Staff Counsel
- 10:30am-12noon Non-renewal of Individual Teacher Contracts
• Barry Forbes - WASB Associate Executive Director and Staff Counsel
- 12noon Lunch
- 1-3pm Hiring Process and Legal Implications
• Annette Mikula - Human Resources Director, Sun Prairie School District
• Bob Butler - WASB Associate Executive Director and Staff Counsel

Track 3 - Alternative Compensation

All Sessions will be led by:

- WASB Legal Counsel and Hartland / Lakeside School District Administrators and Staff

- 9-10:15am Legal Aspects and Bargaining Aspects of Alternative Compensation
- 10:30am-12noon Process for Creating Alternative Compensation Systems
- 12noon Lunch
- 1-2pm Implementation of Alternative Compensation Systems
- 2-3pm Development of Participants' Action Plans

Registration Information

The registration fee is \$115 per participant, which includes the program, reference materials, coffee break and lunch.

Deadline for registration: One week before each seminar.

School District of Altoona

Long Range Facility Plan 2013/14 - 2017/18

YEAR 2013-2014					
	SPECIAL	ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL	DISTRICT
Asbestos Abatement	0	\$5,000.00			
Boiler Replacement			\$100,000.00	\$150,000.00	
Carpet Replacement/Hallways				\$24,000.00	
Ice Machine Replacement				\$6,000.00	
Concrete Steps Replaced			\$6,000.00		
Exterior Door & Frame Replacement			\$4,000.00		
Top Dress & Level Practice Field					\$30,000.00
Carpet Replacement/Classrooms					
Seal Coat Playground		\$15,000.00			
Totals		\$20,000.00	\$110,000.00	\$310,000.00	\$30,000.00
TOTAL PROJECTS COST:					
\$490,000.00					

School District of Altoona Long Range Facility Plan 2013/14 - 2017/18

YEAR 2014-2015					
	SPECIAL	ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL	DISTRICT
Asbestos Abatement					
Carpet Replacement/Classrooms		\$10,000.00	\$10,000.00	\$10,000.00	
Carpet Replacement/Hallways(M.S.)			\$20,000.00		
Replace Carrier Roof Top Units				\$75,000.00	
Sink/Faucet Replacement		\$6,000.00			
Exterior Door & Frame Replacement			\$7,000.00		
Tuck pointing Brick			\$25,000.00		
Fire Panel Replacement	\$75,000.00				
Asphalt Seal Coating					\$20,000.00
TOTALS	\$75,000.00	\$16,000.00	\$62,000.00	\$85,000.00	\$20,000.00
TOTAL PROJECTS COST:					
\$258,000.00					

Long Range Facility Plan 2013/14 - 2017/18

YEAR 2015-2016					
	SPECIAL	ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL	DISTRICT
Asbestos Abatement					
Carpet Replacement/Classrooms		\$10,000.00	\$10,000.00	\$10,000.00	
Carpet Replacement/Hallways				\$24,000.00	
Roof Replacement				\$175,000.00	
Locker Replacement(Boys locker room)				\$20,000.00	
Exterior Door & Frame Replacement		\$6,000.00	\$4,000.00		
Top Dress & Level Practice Field					
Sink/Faucet Replacement		\$6,000.00			
Replace Carrier Roof Top Unit				\$75,000.00	
Asphalt Seal Coating					\$20,000.00
TOTALS	0	\$22,000.00	\$14,000.00	\$304,000.00	\$20,000.00
TOTAL PROJECTS COST:					
\$360,000.00					

Long Range Facility Plan 2013/14 - 2017/18

YEAR 2017-2018					
	SPECIAL	ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL	DISTRICT
Carpet Replacement/Classrooms		\$10,000.00	\$10,000.00	\$10,000.00	
Exterior Door & Frame Replacement		\$6,000.00	\$4,000.00	\$12,000.00	
Locker Replacement/Hallways			\$10,000.00		
Security system upgrade	\$75,000.00				
Replace Carrier Roof Top Unit				\$75,000.00	
Asphalt Seal Coating					\$20,000.00
TOTALS	\$75,000.00	\$16,000.00	\$24,000.00	\$97,000.00	\$20,000.00
TOTAL PROJECTS COST:					
\$232,000.00					

School District of Altoona Long Range Facility Plan 2013/14 - 2017/18

YEAR 2016-2017					
	SPECIAL	ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL	DISTRICT
Asbestos Abatement	\$0.00				
Suspended ceiling Replacement				\$20,000.00	
Carpet Replacement/Classrooms		\$10,000.00	\$10,000.00	\$10,000.00	
Dust Collector Replacement				\$15,000.00	
Gym Floor Resurfacing				\$20,000.00	
Exterior Door & Frame Replacement		\$6,000.00	\$12,000.00		
Locker Replacement(Girls locker room)				\$20,000.00	
Locker Replacement/Hallways			\$10,000.00		
Replace Carrier Roof Top Unit				\$75,000.00	
Exterior Door & Frame Replacement					
Asphalt Seal Coating					\$20,000.00
TOTALS	\$0.00	\$16,000.00	\$32,000.00	\$160,000.00	\$20,000.00
TOTAL PROJECTS COST:					
\$228,000.00					

School District of Altoona

Long Range Facility Plan 2013/14 - 2017/18

Considered But Not Budeted In Plan					
Re-crown Football Field					\$150,000.00
Install Automatic sprinkler System(FB)					TBD
Resurface Track					\$150,000.00
Replace Parking Lot Asphalt					\$175,000.00
Replace HVAC		\$75,000.00	\$75,000.00	\$75,000.00	
TOTALS	\$0.00	\$75,000.00	\$75,000.00	\$75,000.00	\$475,000.00
TOTAL PROJECTS COST:					
\$700,000.00					

Fd	T	Loc	Obj	Func	Func	2012-13 Budget	2012-13 FY Activity	Encumbered Amount	Unencumbered Balance
10	E	---	---	11	UNDIFF CURRICULUM	2,972,373.00	1,183,525.29	11,842.27	1,777,005.44
10	E	---	---	12	REGULAR CURRICULUM	4,136,442.00	1,464,852.35	15,634.48	2,655,955.17
10	E	---	---	13	VOCATIONAL CURRICULUM	372,396.00	134,031.25	9,147.97	229,216.78
10	E	---	---	14	PHYSICAL CURRICULUM	368,655.00	134,561.46	1,402.00	232,691.54
10	E	---	---	16	CO-CURRICULAR ACTIVITIES	216,794.00	89,416.41	4,624.28	122,753.31
10	E	---	---	17	SPECIAL NEEDS	95,474.00	31,176.68	3,630.00	60,667.32
10	E	---	---	21	PUPIL SERVICES	478,341.00	196,264.91	1,665.00	280,411.09
10	E	---	---	22	INSTRUCTIONAL STAFF SERVICES	836,052.00	367,236.51	32,396.81	436,418.68
10	E	---	---	23	GENERAL ADMINISTRATION	357,154.00	170,810.37	3,330.07	183,013.56
10	E	---	---	24	SCHOOL BUILDING ADMINISTRATION	721,311.00	308,165.57	220.00	412,925.43
10	E	---	---	25	BUSINESS ADMINISTRATION	2,457,275.00	1,189,745.01	85,123.95	1,182,406.04
10	E	---	---	26	CENTRAL SERVICES	78,897.00	23,097.49	17,418.90	38,380.61
10	E	---	---	27	INSURANCE/DISTRICT	153,700.00	117,164.75		36,535.25
10	E	---	---	28	DEBT SERVICES - SHORT TERM	50,300.00	333.34		49,966.66
10	E	---	---	29	OTHER SUPPORT SERVICES	11,914.00	6,081.20		5,832.80
10	E	---	---	41	INTERFUND TRANSFERS	1,365,098.00	239.25		1,364,858.75
10	E	---	---	43	GENERAL TUITION PAYMENTS	892,475.00	205,325.00		687,150.00
10	-	---	---	-----	GENERAL	15,564,651.00	5,622,026.84	186,435.73	9,756,188.43
21	E	---	---	11	UNDIFF CURRICULUM	275.00	250.00	400.00	-375.00
21	E	---	---	12	REGULAR CURRICULUM	1,217.00	89.31		1,127.69
21	E	---	---	16	CO-CURRICULAR ACTIVITIES	210.00			210.00
21	E	---	---	17	SPECIAL NEEDS		60.00		-60.00
21	E	---	---	21	PUPIL SERVICES	7,790.00	-653.21	6,208.95	2,234.26
21	E	---	---	22	INSTRUCTIONAL STAFF SERVICES	2,101.00			2,101.00
21	E	---	---	26	CENTRAL SERVICES	268.00			268.00
21	-	---	---	-----	SPECIAL REVENUE TRUST FUND	11,861.00	-253.90	6,608.95	5,505.95
27	E	---	---	15	SPECIAL ED CURRICULUM	1,584,621.00	619,048.64	4,039.29	961,533.07
27	E	---	---	21	PUPIL SERVICES	259,540.00	189,897.92	150.00	69,492.08
27	E	---	---	22	INSTRUCTIONAL STAFF SERVICES	160,431.00	58,765.71	1,232.75	100,432.54
27	E	---	---	25	BUSINESS ADMINISTRATION	37,206.00	9,129.74		28,076.26
27	E	---	---	43	GENERAL TUITION PAYMENTS	387,859.00	239,843.14	12,755.00	135,260.86
27	E	---	---	49	OTHER NON-PROGRAM TRANSACTIONS	9,000.00	9,024.14		-24.14
27	-	---	---	-----	SPECIAL EDUCATION FUND	2,438,657.00	1,125,709.29	18,177.04	1,294,770.67
38	E	---	---	28	DEBT SERVICES - SHORT TERM	13,341.00			13,341.00
38	-	---	---	-----	NON-REFERENDUM DEBT	13,341.00			13,341.00
39	E	---	---	28	DEBT SERVICES - SHORT TERM	3,209,631.00	80,393.75		3,129,237.25
39	-	---	---	-----	REFERENDUM APPROVED DEBT SERV	3,209,631.00	80,393.75		3,129,237.25
50	E	---	---	25	BUSINESS ADMINISTRATION	721,003.00	277,464.14	156,689.62	286,849.24
50	E	---	---	27	INSURANCE/DISTRICT	12,100.00	12,070.00		30.00
50	-	---	---	-----	FOOD SERVICE	733,103.00	289,534.14	156,689.62	286,879.24
73	E	---	---	42	Fiduciary Fund Expenditures	753,000.00	164,855.00		588,145.00
73	-	---	---	-----	Employee Benefit Trust Fund	753,000.00	164,855.00		588,145.00
80	E	---	---	12	REGULAR CURRICULUM	1,810.00	190.00	175.00	1,445.00
80	E	---	---	16	CO-CURRICULAR ACTIVITIES	53,210.00	22,919.76	576.98	29,713.26
80	E	---	---	25	BUSINESS ADMINISTRATION	4,283.00	2,359.72		1,923.28
80	E	---	---	31	COMMUNITY SERVICE	24,751.00	3,960.46		20,790.54
80	-	---	---	-----	COMMUNITY SERVICE	84,054.00	29,429.94	751.98	53,872.08
Grand Expense Total						22,808,298.00	7,311,695.06	368,663.32	15,127,939.62

Fd	T	Loc	Obj	Fu	Src	2012-13	2012-13	Unexpended
						Budget	FY Activity	Balance
10	R	800	21-	--	TAXES	1,768,127.00	37,124.51	1,731,002.49
10	R	800	26-	--	NON-CAPITAL SALES	2,000.00	10.00	1,990.00
10	R	800	27-	--	SCHOOL ACTIVITY-INCOME	34,700.00	21,723.80	12,976.20
10	R	800	28-	--	INTEREST ON INVESTMENT	1,000.00	1,269.41	-269.41
10	R	800	29-	--	OTHER REVENUES-LOCAL SOURCES	24,380.00	20,336.90	4,043.10
10	R	800	34-	--	GRANTS-OTHER SCHOOL DISTRICTS	1,085,975.00		1,085,975.00
10	R	800	51-	--	TRANSIT OF AIDS-INTERMED SRCES	63,387.00		63,387.00
10	R	800	54-	--	PAYMENT FOR SERVICES	800.00	800.00	
10	R	800	61-	--	STATE AID-CATEGORICAL	68,000.00		68,000.00
10	R	800	62-	--	STATE AID-GENERAL	9,810,578.00	3,852,072.00	5,958,506.00
10	R	800	63-	--	SPECIAL PROJECTS GRANT	10,000.00	10,000.00	
10	R	800	65-	--	SAGE GRANT	455,000.00	139,805.19	315,194.81
10	R	800	69-	--	OTHER REVENUE - STATE SOURCES	15,037.00		15,037.00
10	R	800	75-	--	TITLE I	210,538.00	14,750.32	195,787.68
10	R	800	86-	--	SALES OF FIXED ASSETS	290,000.00	293,000.00	-3,000.00
10	R	800	96-	--	ADJUSTMENTS	19,500.00		19,500.00
10	R	800	97-	--	REFUND OF DISBURSEMENT	37,000.00	37,259.38	-259.38
10	R	800	99-	--	Other Miscellaneous Revenue	1,600.00	2,679.43	-1,079.43
10	R	---	---	--	Revenue	13,897,622.00	4,430,830.94	9,466,791.06
10	-	---	---	--	GENERAL	13,897,622.00	4,430,830.94	9,466,791.06
21	R	100	29-	--	OTHER REVENUES-LOCAL SOURCES		2,500.00	-2,500.00
21	R	800	29-	--	OTHER REVENUES-LOCAL SOURCES		8,083.77	-8,083.77
21	R	---	---	--	Revenue		10,583.77	-10,583.77
21	-	---	---	--	SPECIAL REVENUE TRUST FUND		10,583.77	-10,583.77
27	R	800	11-	--	OPERATING TRANSFERS-IN	1,365,098.00		1,365,098.00
27	R	800	31-	--	TRANSIT OF AIDS-INTERDISTRICT	25,469.00		25,469.00
27	R	800	34-	--	GRANTS-OTHER SCHOOL DISTRICTS	37,650.00	25,178.87	12,471.13
27	R	800	51-	--	TRANSIT OF AIDS-INTERMED SRCES	267,349.00		267,349.00
27	R	800	61-	--	STATE AID-CATEGORICAL	436,500.00	196,398.00	240,102.00
27	R	800	62-	--	STATE AID-GENERAL	7,365.00		7,365.00
27	R	800	73-	--	SPECIAL PROJECTS GRANTS	299,226.00	28,917.21	270,308.79
27	R	---	---	--	Revenue	2,438,657.00	250,494.08	2,188,162.92
27	-	---	---	--	SPECIAL EDUCATION FUND	2,438,657.00	250,494.08	2,188,162.92
38	R	800	29-	--	OTHER REVENUES-LOCAL SOURCES	12,000.00	7,341.00	4,659.00
38	R	---	---	--	Revenue	12,000.00	7,341.00	4,659.00
38	-	---	---	--	NON-REFERENDUM DEBT	12,000.00	7,341.00	4,659.00
39	R	800	21-	--	TAXES	3,100,000.00		3,100,000.00
39	R	800	28-	--	INTEREST ON INVESTMENT		67.16	-67.16
39	R	---	---	--	Revenue	3,100,000.00	67.16	3,099,932.84
39	-	---	---	--	REFERENDUM APPROVED DEBT SERV	3,100,000.00	67.16	3,099,932.84
50	R	800	25-	--	FOOD SERVICE SALES	300,300.00	147,852.28	152,447.72
50	R	800	28-	--	INTEREST ON INVESTMENT	180.00		180.00
50	R	800	61-	--	STATE AID-CATEGORICAL	19,600.00		19,600.00
50	R	800	71-	--	FEDERAL AID-CATEGORICAL	350,000.00	102,216.36	247,783.64
50	R	800	73-	--	SPECIAL PROJECTS GRANTS	2,000.00		2,000.00
50	R	---	---	--	Revenue	672,080.00	250,068.64	422,011.36
50	-	---	---	--	FOOD SERVICE	672,080.00	250,068.64	422,011.36
73	R	800	28-	--	INTEREST ON INVESTMENT	9,000.00	4,316.34	4,683.66
73	R	800	95-	--	Contributions to Emp Benefits	695,000.00		695,000.00
73	R	---	---	--	Revenue	704,000.00	4,316.34	699,683.66
73	-	---	---	--	Employee Benefit Trust Fund	704,000.00	4,316.34	699,683.66

Fd	T	Loc	Obj	Fu	Src	2012-13 Budget	2012-13 FY Activity	Unexpended Balance
80	R	800	21-	--	TAXES	50,000.00		50,000.00
80	R	---	---	--	Revenue	50,000.00		50,000.00
80	-	---	---	--	COMMUNITY SERVICE	50,000.00		50,000.00
<hr/>								
Grand Revenue T						20,874,359.00	4,953,701.93	15,920,657.07

Number of Accounts: 73

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

PEDERSEN ELEMENTARY SCHOOL PRINCIPAL SEARCH TIMELINE

(may be subject to change)

		Target Date:
✓	Board Review Timeline and Preliminary Discussion of Process	January 7, 2013
✓	Post Position Vacancy Announcement	January 11
	Board Discuss Process	January 21
	Approve Job Description	January 21
	Post Position	by January 25
	Application Deadline	February 22
	Application Screening	February 26-28
	Select Candidates (5 or 6)	by March 1
	Contact Candidates/Schedule Interviews	March 4-5
	Round 1 Interviews	by March 15
	Contact Finalists/Schedule Interviews	March 18-19
	Final Interviews (3)	by March 25
	Spring Break	March 25-29
	Board Finalize Hiring of Elementary School Principal	April 8

Considerations:

Salary Range

Application Process

- ◆ Application Questions
- ◆ Applicant Screening by Administration to 5-6
- ◆ Round 1 Interview Team Composition
 - 1 Board Member
 - Administrators
 - 2 Teachers
 - 1 Support Staff
 - 2 Parents
 - 1 Community Member
- ◆ Round 2 Interviews – Same Team
- ◆ Round 2 Candidates – Also Participate in Forum

Altoona Library Board Agenda
Wednesday, January 16, 2013
8:30 A.M. in the library

1. Call Meeting to Order
2. Roll call for Library Board
3. Approval of Minutes
4. President's report
5. Approval of expenses
6. Library policy and procedure update
7. Librarian's report
 - a. Circulation
 - b. Programming
 - c. Technology updates
 - d. Youth Services Librarian Report
8. Schedule next meeting & items for the agenda.
9. Adjourn

Future Reference:

February: Review of Library Director

May: Election of Officers

June: Review of Library Director's contract

November: Long range goal review

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Library Director at 839-5029 with as much advance notice as possible.



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Eggs & Issues: State of the County

Date: 1/18/2013
Time: 7:00 AM TO 8:30 AM

Holiday Inn Campus
2703 Craig Rd
Eau Claire, WI 54701

Phone:
(715) 834-1204

[REGISTER](#)

Event Description: Leaders of Eau Claire County's three branches of government - legislative, judicial and executive - will highlight major accomplishments of the past year and brief Chamber members on key issues for the year ahead. County Board Chair Gregg Moore, Presiding Judge William Gabler and County Administrator Tom McCarty will share their thoughts on the important public services provided by Eau Claire County.

THIS IS A CHAMBER MEMBERS ONLY EVENT. Cost to attend is \$16 for Chamber members. To register, use our online registration or call the Chamber at (715) 834-1204.

Directions:

Need more information?

If you need more information about this event, please complete the fields below:

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Question / Comment:

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For general inquiries email us at: information@eauclairchamber.org

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JOIN THE CHAMBER



2013 CLUSTER A SCHOOL BOARD WORKSHOP

Agenda:

6:00 p.m. Welcome and Opening
Remarks

6:15 p.m. Dinner

6:45 - 8:45 p.m. Presentation
“School District Highlights”

You are invited to attend a Cluster A School Board Workshop on February 20th, 2013. Special guests from each school district will be speaking about their “School District Highlights.” It will be held at the Fall Creek High School.

*The Fall Creek High School is located at :
336 East Hoover Avenue, Fall Creek*

R.S.V.P. to the Administrative Assistant in your district by January 31st. Also, please let them know if you have any dietary restrictions.



*Altoona - Augusta - Eleva - Strum - Fall Creek -
Gilmanston - Mondovi - Osseo - Fairchild*

SCHOOL DISTRICT OF ALTOONA

TITLE: Elementary School Principal

JOB ANALYSIS: Being consistent with the District's mission and vision and using input from staff, the elementary school principal creates and implements a clear vision for the elementary school, and evaluates its success by using specific and measurable objectives and goals. He or she develops, coordinates, and/or supervises curriculum programs and learning communities demonstrating a strong understanding of current best practices in curriculum and instruction. The Principal is responsible for the learning and teaching that occurs within the elementary school, regularly monitoring staff and programming to ensure students receive the highest level of education as possible. The elementary school principal establishes and maintains a respectful, globally aware learning environment that is engaging to a student community with diverse academic, emotional and socioeconomic needs.

DUTIES AND RESPONSIBILITIES

As assessed by the District Administrator, the outcomes of the Elementary School Principal's job performance will be as follows:

Leadership – *organized, effective listener and collaborator, empowers staff to maximize their skills while holding them accountable for their performance*

- Will have effectively communicated, implemented and maintained District policies and procedures to students, staff, parents, and community.
- Will have assumed responsibility for his or her own professional growth and development through membership in professional organizations/learning communities, attendance at regional, state or national meetings, or enrollment in advanced courses.
- Will have provided effective leadership utilizing clear goals that empowers staff.
- Will have modeled good human relations skills and demonstrated positive interactions with all facets of the District and community.
- Will have demonstrated interest and leadership in student activities.
- In accordance with district policy, will have effectively implemented and supervised behavior improvement and discipline procedures regarding students.
- Will have effectively cooperated with law enforcement and other agencies.
- Will have effectively conducted health and safety activities, including fire and disaster drills, in a timely manner.

- Will have screened, selected, trained, transferred and/or dismissed personnel in a manner consistent with District policy that maintains high-performing staff.
- Will have effectively evaluated and communicated clear performance expectations to teaching faculty according to District policy.
- Will have participated in administrative team meetings, board meetings and such other meetings as required or as deemed appropriate.
- Will have efficiently supervised the utilization, maintenance, operation, safety and security of the school plant.
- Will have capably coordinated District support services, such as health, guidance, food, transportation and maintenance.
- Will have supervised the maintenance of accurate records on the progress and attendance of students. He or she will have transmitted site level records and reports to the district in a time-efficient manner.
- Will have established specific and measurable annual objectives deemed appropriate by the District Administrator.
- Will have effectively accomplished other duties assigned by the District Administrator.

Communication – *clear, consistent, positive, and with an emphasis on relationship-building*

- Will have effectively communicated with and responded to parents and involved them in various aspects of the school.
- Will have created and maintained positive, active relationships with the students, staff and the community. This includes being present at school-sponsored activities, athletic events, concerts, etc.
- Will have appropriately communicated and implemented District policies, goals, objectives and priorities to the building staff and community.
- Will have consistently provided timely and effective communications regarding incidents and/or situations, which might impact the elementary school, district, or community to appropriate district office/school personnel.

Curriculum and educational programming – *current, engaging, globally aware, deep knowledge of core subjects, with an emphasis on critical thinking and problem-solving*

- Will have effectively directed, coordinated, implemented and evaluated the educational programs of the Elementary School.
- Will have competently directed, coordinated and evaluated research and testing to measure the effectiveness of educational programs.
- Will have appropriately supervised and evaluated the federal and state instructional projects and/or building-specific projects.
- Will have appropriately developed and efficiently administered budgetary procedures for expenditure of site level funds.
- Will have satisfactorily supervised procedures for identifying and referring students with special educational needs (including those with IEP's and 504's, accelerated learners and G/T students).
- Will have coordinated and evaluated Elementary School level extra-curricular activities and student organizations and its supervisors.

PERFORMANCE EVALUATION: Performance of this job will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of administrative personnel.

TERMS OF EMPLOYMENT: 215 days; salary to be established by the Board.

QUALIFICATIONS & EDUCATIONAL REQUIREMENTS:

1. Master's Degree
2. Valid State of Wisconsin certification
3. Minimum of five years teaching experience; preferably at the elementary school level.

Adopted:

The Board of Education generally operates as a committee of the whole with provisions herein described for standing committees to conduct on-going work for the Board of Education, limited to those areas noted below, and for temporary committees of an ad hoc nature.

As part of the Board of Education regular meetings, generally on the first and third Monday of each month, the Board may review the work of standing and temporary committees and conduct work as the committee of the whole.

While standing and temporary committees may make recommendations to the Board of Education, it is clearly understood that all decision-making authority rests with the Board of Education. The President of the Board shall appoint, subject to approval of the Board, standing committees at the annual reorganizational meeting.

Standing Committees:

Policy/Governance Committee: The purpose of this Committee shall be to review and evaluate new or existing policy and make recommendations to the full Board. This Committee shall include two Board members and others as determined by the Board of Education.

Demographic Trends & Facility Planning Committee: The purpose of this Committee shall be to provide at least annual recommendations to the full Board regarding demographic trends, capacity updates and other relevant data. This Committee shall include two Board members and others as determined by the Board of Education.

Budget Development Committee: The purpose of this Committee shall be to facilitate the orderly development of the annual school district budget by conveying board objectives to administration, reporting on the budget development progress, and raising issues to the full board when necessary. This Committee shall include two Board members and others as determined by the Board of Education.

Temporary Committees:

The Board, as the occasion and judgment requires, may develop a temporary committee to investigate and report on a specific issue. Temporary committees shall be appointed as may be necessary, and their duties shall be prescribed at the time of appointment. When the specific duty is completed, the temporary committee is automatically disbanded at the time the final report is accepted by the Board of Education and the work completed.

LEGAL REF.: Acts, Statutes, Instructions: §19.83, 19.84, 19.85, 118.001, 120.12(1), 120.13(1)(a), 120.44, Wisc. Statutes

AMENDED:

One of the primary responsibilities of the Board of Education is the assurance of effective administrative leadership for the school system. This assurance can best be achieved through the careful selection and evaluation of the superintendent. The purpose of the evaluation process is to provide both the superintendent and the Board with information which can be used to improve the effectiveness of the chief administrator and thereby improve the quality of the school system.

The Board is expected to provide the superintendent with continual, informal performance assessments through their regular communication; for both individual and system-wide goal setting and clarification of priorities.

The results of the evaluation shall be used by the superintendent to identify and nurture strengths and to provide specific direction for improving performance. The Board shall use the results of the evaluation to improve communications, to clarify roles and expectations, to recognize excellence, to establish documentation for continued contract and compensation decisions, and to assist in its own self-evaluation.

The superintendent's effectiveness shall be evaluated according to the performance expectations included in the "Superintendent's Job Description" as approved by the Board.

~~The Board will annually devote a personnel session to the evaluation of the administrator's performance (with the administrator present). This evaluation session will be held before the end of January.~~ Annually, the Board will devote two personnel sessions to the evaluation of the administrator's performance. A formal evaluation session will be conducted prior to the end of January and an informal discussion will be held in June of each year.

Following this evaluation for an administrator who is in the last year of his/her contract, the Board may extend the administrator's contract for two (2) additional years, with the contract expiring on June 30 of an odd-numbered year. The decision on the contract extension will be made at the first regular meeting of the Board in January of each odd-numbered year. If the Board fails to notify the administrator of either renewal of the contract or of its refusal to renew the administrator's contract by January 31 of any odd-numbered year, the contract will be automatically extended for a two-year term which expires on June 30 of an odd-numbered year.

Legal Ref: Wisc. Statute 118.24

Initial Adoption: 08/18/80

Final Adoption: 09/15/80

Amended: 08/08/94

Superintendent Evaluation Based on Administrator Standards outlined in PI 34.03		
Category 1 – Goal met	Category 2 – Working on goal	Category 3 – Goal not met
Superintendent almost always understands and successfully demonstrates skill in a given area or concept. Improvement of performance typically can be accomplished under the established goal setting and performance review process.	Superintendent demonstrates a basic understanding and often is successful in a given area or concept. More effort and/or skill acquisition is necessary by establishing clear goals and assessing progress.	Superintendent does not understand and/or exhibit effectiveness in fulfilling responsibility of a given area or concept. Little or no effort is made and the ability to change behaviors that could lead to success is questionable. Necessary improvement has not been demonstrated.

District Vision/Mission

The administrator provides staff leadership and development, facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared by the school community. The administrator acts with integrity, fairness and in an ethical manner.

Measures	Performance Expectations	Category 1	Category 2	Category 3
Meetings will have occurred	Annually review and update the District's vision and mission in collaboration with staff, students, community, and the Board.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration; Staff survey	Demonstrate flexibility by encouraging innovation and being open to new ideas and approaches; provide an atmosphere that encourages research and creativity among students and employees.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Current policies and procedures are being followed by staff and students	Effectively communicate, implement and maintain District policies and procedures.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Attendance, memberships	Assume responsibility for his or her professional growth and development and remain current in best practices through membership in professional organizations/learning communities, book clubs, attendance at regional, state or national meetings, or enrollment in advanced courses.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration	Appear at and participate in school and community events and activities.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration; Staff and community survey	Model good human relations skills and demonstrate positive, respectful interactions with all facets of the District and community.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration; Community or staff survey	Maintain high standard of ethics, honesty and integrity in all personal and professional matters. Lead by example, exhibiting strong character, good judgment, collaboration, decisiveness, and poise; with all interactions reflecting courtesy and respect.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration; Goals are achieved	Collaborate with and monitor building principals to ensure follow-through of building-specific goals that are related to the District's vision and mission.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Goals are achieved	Follow through on designated goals related to the District's vision and mission.			
Comments:				

Curriculum Planning and Development

The administrator manages by advocating, nurturing and sustaining a school culture and curriculum conducive to student learning and staff professional growth. The administrator has an understanding of and demonstrates competence in the teacher standards in PI 34.02.

Measures	Performance Expectations	Category 1	Category 2	Category 3
Student/parent survey Staff Survey	Carefully screen, select, train, transfer and/or dismiss personnel in a manner consistent with District policy that maintains top-notch, high-performing staff.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration	Commit to and foster continuous staff development/improvement.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Administrative staff will have been evaluated in a timely manner	Effectively evaluate and communicate clear performance expectations to administrative staff according to District policy.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration	Model the use of data to make well-informed decisions.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration; Staff survey	Routinely visit schools and classrooms in order to observe the quality or needs of the educational environment.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration; Presentation to School Board	Together with staff, create a process for ongoing review of state standards, curriculum guides and courses of study.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Recognizes staff member at School Board meeting, on website or via newsletter	Promote and recognize initiative, productivity, and creativity; and is sensitive to staff needs in order to accomplish District goals.			
Comments:				

District Operations

The administrator ensures management of the organization, operations, finances, and resources for a safe, efficient and effective learning environment.

Measures	Performance Expectations	Category 1	Category 2	Category 3
School Board and community are kept up-to-date on expenditures; Board doesn't need to routinely make rushed, last-minute financial decisions	Assure that long-range and short-range financial planning is accomplished in a manner that allows the Board to make informed and timely decisions.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Audit	Supervise business operations; insisting on and ensuring competent, efficient performance.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Delivers goals within budget and/or successfully obtains new funds; Presentation	Seek understanding of budget process; Prioritize district needs; Continually look for creative ways to fund improved learning opportunities for students.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration; Presentation to School Board	Stay abreast of local, state and federal financial aids and impacts. Advise the Board on financial decisions.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Presentation at School Board meetings or online	Clearly communicate and explain current school district finances to the staff and community on a routine or "as needed" basis.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration; Presentation to School Board	Assure adequacy and effectiveness of facilities and equipment. Oversee and/or maintain long-term facilities maintenance plans and budgets. Advise the Board on capital budgeting.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Effective plan is in place	Prepare and/or maintain crisis and disaster plans for District which is consistent with District policy. Use input from staff, law enforcement, and other appropriate people. Assure implementation of such plans, including practice drills.			
Comments:				

Communication and Board Relations
*The administrator models collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.
The administrator understands, responds to, and interacts with the larger political, social, economic, legal and cultural context that affects schooling.*

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration	Represent the District in the community. Maintain a program of public relations to keep the community informed about District activities, needs, and successes.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration; Weekly updates	Keep the Board, staff, and community informed about latest educational practices, trends, and policies. Keep Board informed of issues or problems in the District.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Community and staff survey	Take prompt action on concerns, complaints or recommendations; promptly communicate the status or results to those involved (e.g. staff, parents, students, etc.)			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Demonstration	Prepare and submit recommendations to the Board on all matters requiring Board action. Supplement recommendations with necessary and helpful facts, information, and reports as needed for the Board to make informed decisions.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Community and staff survey	Encourage and actively listen to comments, suggestions, criticisms and recommendations by community, staff and school board.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Presentations to Board	Interpret, with the help of legal counsel, school law and legal issues to the Board and staff on an as-needed basis, and advise the Board accordingly.			
Comments:				

Measures	Performance Expectations	Category 1	Category 2	Category 3
Reports are done and on time	Assure completion of all district reports to the Board of Education, Department of Public Instruction, and other local, state and federal agencies.			
Comments:				

Approved:

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 principals 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:

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

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. 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 ~~currently serving an expulsion from any public school or independent charter school in Wisconsin or out of state public school, no matter what the reason is for the expulsion, if the term of the expulsion extends into the next school year.~~ 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:

Wisconsin Statutes

Section 115.787 [individualized educational programs for students with disabilities]

Section 118.16(1)(a) [definition of habitual truant]

Section 118.51 [full-time public school open enrollment]

Section 118.52 [part-time public school open enrollment]

Section 120.13(1)(f) [authority to deny enrollment of student during the term of expulsion]

Section 120.13(1)(h) [conditional enrollment of expelled students]

Section 121.54(3) [transportation for children with disabilities]

Section 121.54(10) [optional transportation for full-time open enrollment students]
Section 121.55 [methods of providing transportation]

Wisconsin Administrative Code

PI 36 [state rules governing inter-district open enrollment]

Adopted: 01/05/98
Amended: ~~12/19/11~~

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 no later than at a January 31st 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 **January 15 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 **third Friday following the first Monday in February in 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 application until after the third Friday following the first Monday in February 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, using the appropriate acceptance form, on or before the first Friday after the first Monday in April 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.
- (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 ~~send~~ 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 ~~via the appropriate acceptance form~~ on or before the first Friday following after the first Monday in April 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 after the first Monday in April June.
 - 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 third Friday in August is the last date on which an applicant may be offered a space.~~ 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 calendar days prior to the first Friday following the first Monday in 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 first Friday following the first Monday in 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. ~~If the application has been accepted by the District, and not denied by the student's resident school district, the District Administrator will determine which school or program the nonresident student may attend in the following year. This determination shall be made in consultation with the appropriate building principal and other appropriate staff in accordance with the District's regular policies and~~

~~procedures for placing students in schools, classes and educational programs. On or before the second Friday following the first Monday in May following receipt of the application, the applicant shall be notified, in writing, of the specific school or program that the student may attend in the following school year. 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. 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 first Friday following the first Monday in June following receipt of the notice of acceptance.~~
- e. Annually by ~~June 30~~ July 7, 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 ~~June 30~~ July 7 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.~~
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 ~~first~~ ~~second~~ Friday following the first Monday in ~~April~~ June. 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 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 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 residence 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 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 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:

- o Calculate the total number of hours of instruction that the student will be enrolled in the course.
 - o Calculate the total number of hours of instruction required annually for a full-time high school student in the nonresident school district.
 - o Divide the result of sub. (1) by the result of sub. (2).
 - o 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:
 - o Records or transcripts necessary to determine whether the student meets the criteria for admittance to the course.
 - o 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).

Approved: 12/19/11

The purpose of the Altoona School District is to serve the educational needs of the students who attend the schools. Having a student representative on the Board of Education helps us to:

- better facilitate communication between the Board and the students in the district.
- increase awareness of the democratic process by our students.
- create an opportunity for students to participate in the decision-making process.

One Altoona High School junior, and one alternate, shall be selected to serve as an ex officio representative to the Board of Education during his/her Junior and/or senior year.

The student representative shall act as a resource to the Board and advise the Board on student-related matters. He/she shall be responsible for communicating to the student body regarding actions or discussions of the Board, which will affect or be of interest to students. The student representative shall be required to attend the first board meeting of the month with the exception of meetings held in the summer. The student representative shall not vote on matters before the Board.

The selected student representative shall serve for a term of one year. The alternate will serve in place of the selected representative on an occasional basis when the selected representative is unable to fulfill his or her duties.

The student representative may be recalled if he/she fails to fulfill his/her responsibilities.

Specific guidelines for student representation to the Board shall be established by the high school principal.

Adopted: