



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

February 18, 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. February 4, 2013 Regular Meeting
 - b. February 5, 2013 Special Meeting/Work Session
 - c. February 7, 2013 Special Meeting/Work Session
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 \$565,733.17
 - (2) Student activity fund checks totaling \$2,548.92
 - (3) Debt service checks totaling \$-0-
 - b. Approval of Treasurer's Report
9. Information
 - a. Policy Development: Policy 521.1 Staff Communications and Lines of Responsibility, Organizational Chart and Pyramid of Success, Policy 185 – Board Committees, 185-Exhibit – Board Committees, Policy 830 – Use of School Facilities, 830-Exhibit – Facility Use Fees, Policy 512 – Employee Harassment, 512-Rule – Employee Harassment, 512-Exhibit – Employee Harassment, Policy 537 – Professional Development, Policy 538.1 – Coach/Advisor Evaluation Process, 538.1-Rule – Coach/Advisor Evaluation, 538.1-Exhibits – Coach's Self-Evaluation, etc.
 - b. Committee Report
 - (1) Altoona Area Foundation, February 13
 - c. President Report
 - (1) Legislative Breakfast, March 4
 - (2) School Finance Seminar, March 12
 - (3) Day at the Capitol, March 13

Altoona Board of Education, February 18, 2013

- d. Superintendent's Report
 - (1) Cluster A Board Workshop, February 20
 - (2) Proposed School Year Calendar for 2013/14
 - (3) CESA Contracted Services 2013/14
 - (4) Hillcrest Development: Impact Study
 - (5) Staff Conversations with Connie, February 11, 12, 14
 - (6) WAYY Interview, February 12
 - (7) Monthly Budget Update
 - (8) High School Lobby
 - (9) School Activities on Inclement Weather Days
 - (10) Elementary Principal Search Update
 - (11) Meetings with Architect Firms, March 19, 20, 21
 - (12) Project Based Learning School
 - (13) Other Meetings and Events
- 10. Board Action after Consideration and Discussion
 - a. Consider Employment Recommendation to Fill Elementary/Middle School Community Liaison for Remainder of 2012/13
 - b. Consider Resignation from Extracurricular Position
 - c. Consider Employment Recommendation to Fill Extracurricular Positions
 - e. Consider Approval of CESA Service Contract for 2013/14
 - f. Consider Initial Adoption of 521.1 – Staff Communications and Lines of Responsibility
- 11. Adjournment

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

ALTOONA SCHOOL BOARD AGREEMENT

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

Adopted: 9/19/11

Amended: 1/21/13



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

February 4, 2013

6:30 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board President, Helen Drawbert at 6:31 p.m. in the Altoona commons addition.
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. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes. a. January 17, 2013 Special Meeting. Motion by Elvig to approve the minutes as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0.
b. January 21, 2013 Regular Meeting. Motion by Rowe to approve the minutes as presented, seconded by Elvig. Rowe, yes; Hilger, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. (1) Helen Drawbert introduced Megan Netzinger, student representative to the board. (2) Dave Rowe noted that a sign-up process is underway to assess student interest in a soccer program. (3) Robin Elvig mentioned the Locopalooza show choir competition sponsored by the music boosters and music program, and congratulated all involved. The competition was held on January 26. (4) Helen Drawbert announced the legislative breakfast upcoming on February 25, 7:45 a.m. b. Agenda items - public comment and concern. None.
8. Treasurer's Report. a. Approval of Checks for Payment. Motion by Elvig to approve payment of general fund checks totaling \$788,936.23 and student activity fund checks totaling \$2,856.10, seconded by Hilger. Hilger, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0.
9. School Showcase. a. Altoona High School – Student Musical Performance. High school students Seth Szydel, Jayde Smith and Deloris Harris, along with staff member Liza Erickson and student teacher, Ben Robertson, performed for the board.

b. Altoona Middle School – Using Technology to Support Intervention. Middle school teachers, Pat Solfest and Melissa Martin, along with students, shared and demonstrated ways that the middle school is using technology to support academic interventions. Internet-based programs demonstrated included Raz-Kids.com, Moby Math, and Read180. Intervention results demonstrate that technology plays an important role in supporting the multi-tiered support system. c. Altoona Middle School – Alternative Recess. Brooke Kaldor and Heather Burich Holle, school counselors, and students shared in person and by-way of video presentation, ways that the middle school’s alternative recess option has impacted them and other students.

10. Information. a. **Committee Meetings**. (1) Altoona Parks and Recreation Committee. Dave Rowe reviewed the January 28 meeting. b. **General Information**. (1) Policies for Discussion. The following were discussed: Policy - 185 – Board Committees, 185-Exhibit – Board Committees, Policy 521.1 – Staff Communications /Lines of Responsibility, Organizational Chart and Pyramid of Success. Helen Drawbert and Robin Elvig each distributed other drafts of policy 185. c. **President Report**. (1) State Education Convention. Helen Drawbert, Robin Elvig, Mike Hilger, Dave Rowe and Dr. Biedron attended the convention held January 22-25 in Milwaukee. (2) 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. (3) WASB School Finance Seminar. The WASB will sponsor the school finance seminar on March 12 in Madison. Topics will include the state’s school funding system, key deadlines in budget cycle and relevant statutory changes. Building trust with the community around finances and other issues will also be addressed. If attending, board members should let Joyce know by March 4. (4) 2013 Day at the Capitol. The 2013 Day at the Capitol is scheduled for March 13. The 2013/15 state budget, school funding reform, student achievement, and aligning costs with revenues are on the agenda. If attending, board members should let Joyce know by March 4. d. **Superintendent’s Report**. (1) Elementary Principal Search – Discuss Interview Process. The interview process was discussed. Robin Elvig will serve as the board representative on the interview committee. (2) Reports for January 11, 2013. Student enrollments, the open enrollment summary and pupil count conducted in conjunction with the Second Friday in January were reviewed. As of January 11, 1,558 students were enrolled in district schools. This includes 172 nonresident students compared to 116 resident students attending school in another district. (3) Project Based Learning School and Next Parent-Community Informational Meeting. About 40 entries were submitted as possible names for the PBL school. Students will be asked to select the name after the selection is narrowed to five or six. Sara Pszeniczny is the newest teacher to join the PBL team. The next Parent-Community meeting is scheduled for February 21 at 6:30 p.m. in the Commons Addition. (4) Skylert Communications System. The School Messenger/Skylert system was used to communicate with third and fourth grade parents about the February 21 meeting. (5) Conversations with Connie. Five people attended Conversations with Connie at the public library on January 29. (6) 21st Century Learning Grant Update. A 21st Century Learning Grant application will not be submitted this year. (7) Schedule Meeting with Architecture Firms. Dr. Biedron will begin a facilities study process by interviewing architecture firms in the near future. (8) Other Meetings and Events. Topics addressed include: Coffee with Connie on Wednesday morning, Cluster A Board Workshop on February 20, board work sessions scheduled for Tuesday and Thursday, Planning Commission and hockey parents’ meetings on February 11, and Conversations with Connie for staff, next week. Infinite Campus was selected by the Department of Administration as the vendor for the Statewide Student Information System project.

11. Board Action after Consideration and Discussion. a. Consider Resignation of Elementary Assistant Drama Coach. Motion by Elvig to accept the resignation of Deanna Schleusner, elementary assistant drama coach, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0. b. Consider Employment of Elementary Assistant Drama Coach. Motion by Rowe to employ Chris Gutsch as elementary assistant coach for the 2012/13 season, seconded by Hilger. Rowe, yes; Hilger, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0. c. Consider Amendment of Policy 225 – Superintendent Evaluation. Motion by Rowe to amend Policy 225 as presented, seconded by Hilger. Hilger, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0. d. Consider Approval of Exhibit-225 – Superintendent Evaluation. Motion by Rowe to approve exhibit-225 as revised, seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0. e. Consider Final Adoption of Policy 441.2 - Student Representative to the Board of Education. Motion by Elvig to approve final adoption of Policy 441.2 as revised, seconded by Rowe. Rowe, yes; Hilger, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0. f. Consider 66.0301 Cooperative Agreement with the Eau Claire Area School District. Motion by Elvig to approve the 66.0301 Cooperative Agreement as presented, seconded by Hilger. Hilger, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0.
12. Adjournment. Motion by Rowe to adjourn at 9:04 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, February 18, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

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



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
Special Meeting/Work Session
District Board Room
February 5, 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; Arrived at 8:35 a.m.
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. The draft Handbook addressing the categories Employment Conditions, Compensation and Benefits, was reviewed and revisions made.
5. Adjournment. Motion by Elvig to adjourn at 11:57 a.m., seconded by Rowe. 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, February 18, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

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



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
Special Meeting/Work Session
District Board Room
February 7, 2013
8:30 a.m.

1. The Special Meeting/work session was called to order by Board President, Helen Drawbert at 8:35 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; Absent
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. Review of the draft Handbook continued in the categories of Benefits, Time off/Leaves, and Employment, as well as introductory sections (overview, disclaimer), and employee acknowledgement. Another work session was scheduled for Monday morning, March 18, 8:30 – 10:30 a.m. Parameters for the February 19 meeting with the professional educators (teachers) were discussed and the meeting location was changed to the high school library media center.
5. Strategic Goals and Initiatives. Not discussed.
6. Adjournment. Motion by Rowe to adjourn at 11:45 a.m., seconded by Elvig. Elvig yes; Rowe, yes; Hilger, absent; Drawbert, yes. Motion carried 3-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, February 18, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

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

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER	NUMBER		DESCRIPTION	
02/07/2013	128716	10 L 000 000	811680 000	OKLAHOMA DEPARTMENT OF HUMAN SERVIC	Payroll accrual	74.91
					Totals for 128716	74.91
02/07/2013	128717	10 L 000 000	811690 000	SOCIAL SECURITY ADMINISTRATION	Payroll accrual	82.71
					Totals for 128717	82.71
02/07/2013	128718	10 L 000 000	811680 000	WI SCTF	Payroll accrual	46.98
02/07/2013	128718	27 L 000 000	811680 000	WI SCTF	Payroll accrual	7.02
02/07/2013	128718	10 L 000 000	811680 000	WI SCTF	Payroll accrual	187.50
					Totals for 128718	241.50
02/01/2013	128719	21 E 800 411	214400 858	ALTOONA HOT LUNCH PROGRAM	Asian pears K-5 and kumquats 9-12 for Try and Taste	114.81
					Totals for 128719	114.81
02/01/2013	128720	10 E 800 358	221910 000	CHARTER COMMUNICATIONS	Blanket PO for Internet Transport 40 mbps for 12-13	451.50
02/01/2013	128720	10 E 800 358	221910 000	CHARTER COMMUNICATIONS	Blanket PO for Internet service to Pre-K building 2012-13	29.99
02/01/2013	128720	10 E 800 358	221910 000	CHARTER COMMUNICATIONS	2012/13 BLANKET ORDER - INTERNET - DAHL	58.01
					Totals for 128720	539.50
02/01/2013	128721	10 E 400 310	120000 000	EAU CLAIRE COUNTY PARKS AND FOREST	Reservation fee for shelter at Lake Altoona County Park on September 11, 2013.	160.00
					Totals for 128721	160.00
02/01/2013	128722	10 E 800 411	221910 000	MJP TECH	HP 7800 Computers to replace some older 2006 computers	2,725.00
					Totals for 128722	2,725.00
02/01/2013	128723	10 E 800 942	232100 000	ROTARAY CLUB OF EAU CLAIRE	Rotary Club membership dues & meeting luncheon's for 4th quarter 2012	368.64
					Totals for 128723	368.64
02/01/2013	128724	10 E 800 310	221910 000	SCHEPPKE, MARK	Reimbursement for Internet access for school network management 8/2012-1/2013. Mileage to Cluster A tech meetings	299.94
02/01/2013	128724	10 E 800 342	221910 000	SCHEPPKE, MARK	Reimbursement for Internet access for school network management 8/2012-1/2013. Mileage to Cluster A tech meetings	49.26
					Totals for 128724	349.20
02/01/2013	128725	10 E 800 411	252000 000	STAPLES	stapler	30.09
					Totals for 128725	30.09
02/01/2013	128726	10 E 800 561	254200 000	TRANSMISSION SUPPLY & SERVICE INC	Replace Sand/Sand spreader.	5,245.00
					Totals for 128726	5,245.00

CHECK DATE	CHECK ACCOUNT						VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER						DESCRIPTION	
02/01/2013	128727	21 E 800 310 213000 814					YOUTH FRONTIERS, INC.	Youth Frontiers Courage Retreat	1,690.00
								Totals for 128727	1,690.00
02/04/2013	128728	10 E 400 310 162205 000					BRENNER, BARRETT	SPORTS WORKER	60.00
								Totals for 128728	60.00
02/04/2013	128729	10 E 400 310 162105 000					BREVIK, WAYNE	SPORTS WORKER	88.00
								Totals for 128729	88.00
02/04/2013	128730	10 E 400 310 162205 000					FISCHER, PAUL	SPORTS WORKER	94.00
								Totals for 128730	94.00
02/04/2013	128731	10 E 400 310 162105 000					FLUG, LEE	SPORTS WORKER	60.00
								Totals for 128731	60.00
02/04/2013	128732	10 E 400 310 162105 000					HAAS, MARK	SPORTS WORKER	125.00
								Totals for 128732	125.00
02/04/2013	128733	10 E 400 310 162105 000					HAKANSON, ROBERT	SPORTS WORKER	88.00
								Totals for 128733	88.00
02/04/2013	128734	10 E 400 310 162105 000					HENRICHS, PAUL	SPORTS WORKER	80.00
								Totals for 128734	80.00
02/04/2013	128735	10 E 400 310 162105 000					NELSON, DALE	SPORTS WORKER	131.20
								Totals for 128735	131.20
02/04/2013	128736	10 E 400 310 162105 000					PRIES, DARYL	SPORTS WORKER	60.00
								Totals for 128736	60.00
02/04/2013	128737	10 E 400 310 162105 000					SPRINGER, KRISTI	SPORTS WORKER	13.00
								Totals for 128737	13.00
02/04/2013	128738	80 E 200 310 162105 000					TRAVIS, ETHYN	SPORTS WORKER	13.00
								Totals for 128738	13.00
02/04/2013	128739	10 E 400 310 162205 000					VAN AMBER, DEAN	SPORTS WORKER	65.00
								Totals for 128739	65.00
02/04/2013	128740	10 E 400 310 162105 000					XIONG, KONG	SPORTS WORKER	13.00
02/04/2013	128740	10 E 400 310 162205 000					XIONG, KONG	SPORTS WORKER	13.00
								Totals for 128740	26.00
02/04/2013	128741	10 E 400 310 162205 000					XIONG, MENG	SPORTS WORKER	13.00
								Totals for 128741	13.00
02/06/2013	128742	10 E 400 310 162105 000					FERN, JARED	SPORTS WORKER	84.00
								Totals for 128742	84.00
02/13/2013	128743	10 E 800 411 256210 000					AIR COMMUNICATIONS OF WI, INC.	Remote control with Monitor	378.75
								Totals for 128743	378.75
02/13/2013	128744	10 E 800 355 263300 000					AT&T	2012/13 BLANKET ORDER - TELEPHONE	1,122.11
								Totals for 128744	1,122.11

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER			DESCRIPTION	
02/13/2013	128745	10 E 800 310 263300 000		CENTURYLINK - BUSINESS SERVICES	Long Distance Telephone Service blanket PO for 2012-13	26.45
					Totals for 128745	26.45
02/13/2013	128746	10 E 100 342 221400 000		CESA 5	SCREENING AND PROGRESS MONITORING AVALON HOTEL 1/23/13 & 1/24/13 LISA MATZ, TAMMY VANBLARCOM, SARAH ROFF, KIM KORENUK PLEASE FAX APPROVED PO TO 715-723-1239	400.00
					Totals for 128746	400.00
02/13/2013	128747	27 E 800 370 436000 341		CLINCARE CORP/EC ACADEMY DIV	Blanket Order for E.C. Academy	2,128.50
					Totals for 128747	2,128.50
02/13/2013	128748	10 E 400 411 123000 000		CONJUGUEMOS INC	online subscription	45.00
					Totals for 128748	45.00
02/13/2013	128749	10 E 100 411 110000 000		CULLIGAN WATER SERVICE	ANNUAL WATER DELIVERY	29.40
					Totals for 128749	29.40
02/13/2013	128750	27 E 700 411 158760 341		EAU CLAIRE TRANSIT - CITY BUS	Bus pass	45.00
					Totals for 128750	45.00
02/13/2013	128751	10 E 800 310 162101 000		GROKOWSKY, JENNIFER	First payment for direction and choreography services.	1,400.00
					Totals for 128751	1,400.00
02/13/2013	128752	10 E 100 411 253300 000		HILLYARD, INC - EAU CLAIRE	CREDIT	-14.02
02/13/2013	128752	10 E 200 411 253300 000		HILLYARD, INC - EAU CLAIRE	CREDIT	-14.02
02/13/2013	128752	10 E 400 411 253300 000		HILLYARD, INC - EAU CLAIRE	CREDIT	-14.01
02/13/2013	128752	10 E 100 411 253300 000		HILLYARD, INC - EAU CLAIRE	Blanket PO	31.80
02/13/2013	128752	10 E 200 411 253300 000		HILLYARD, INC - EAU CLAIRE	Blanket PO	31.80
02/13/2013	128752	10 E 400 411 253300 000		HILLYARD, INC - EAU CLAIRE	Blanket PO	31.81
02/13/2013	128752	10 E 100 411 253300 000		HILLYARD, INC - EAU CLAIRE	Blanket PO	73.02
02/13/2013	128752	10 E 200 411 253300 000		HILLYARD, INC - EAU CLAIRE	Blanket PO	73.02
02/13/2013	128752	10 E 400 411 253300 000		HILLYARD, INC - EAU CLAIRE	Blanket PO	73.02
					Totals for 128752	272.42
02/13/2013	128753	10 E 800 353 258500 000		L & M MAIL SERVICE, INC.	2012/13 - Blanket order/mail service	1,968.67
					Totals for 128753	1,968.67
02/13/2013	128754	10 E 200 310 125500 000		LENTZ, PAULA	accompanist for solo and ensemble	150.00
					Totals for 128754	150.00
02/13/2013	128755	10 E 400 572 256740 000		LITCHFIELD RENT A CAR	DORIAN RENTAL VAN	253.00
					Totals for 128755	253.00
02/13/2013	128756	10 E 800 370 431000 000		LITTLE SCHOOL HOUSE LLC	4K PAYMENT	14,070.00
					Totals for 128756	14,070.00

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER			DESCRIPTION	
02/13/2013	128757	10 E 800 440 223100 000		RIDDELL ALL AMERICAN	football helmets to replace old ones	2,011.11
					Totals for 128757	2,011.11
02/13/2013	128758	10 E 800 310 221910 000		RMM SOLUTIONS	Blanket PO for technical support from RMM Solutions 2012-2013	525.00
					Totals for 128758	525.00
02/13/2013	128759	10 E 400 411 126000 000		STAPLES	Office Supplies	13.70
02/13/2013	128759	10 E 400 411 126000 000		STAPLES	Office Supplies	27.57
					Totals for 128759	41.27
02/13/2013	128760	10 E 800 730 270000 000		UNEMPLOYMENT INSURANCE	blade sharpening	1,827.00
					Totals for 128760	1,827.00
02/13/2013	128761	10 E 800 310 231100 000		WISC DEPT OF JUSTICE	Background Checks	189.00
					Totals for 128761	189.00
02/13/2013	128762	10 E 800 370 431000 000		WESTERN DAIRYLAND E.O.C., INC.	4K PAYMENT	24,120.00
					Totals for 128762	24,120.00
02/13/2013	128763	10 E 100 411 125100 000		WEST MUSIC COMPANY	Supplies	206.61
02/13/2013	128763	10 E 100 450 125100 000		WEST MUSIC COMPANY	Supplies	79.64
02/13/2013	128763	10 E 100 411 125100 000		WEST MUSIC COMPANY	Supplies	5.05
02/13/2013	128763	10 E 100 450 125100 000		WEST MUSIC COMPANY	Supplies	1.94
02/13/2013	128763	10 E 100 411 125100 000		WEST MUSIC COMPANY	Supplies	12.09
02/13/2013	128763	10 E 100 450 125100 000		WEST MUSIC COMPANY	Supplies	4.66
					Totals for 128763	309.99
02/13/2013	128764	10 E 800 411 122000 141		WILBOOKS	Math books for elementary family learning night	240.00
					Totals for 128764	240.00
02/13/2013	128765	10 E 800 310 221400 000		ZEMPEL, NATALIE	CPR STIPEND	50.00
					Totals for 128765	50.00
02/07/2013	121320697	10 L 000 000 811670 000		ING LIFE INS & ANNUITY CO	Payroll accrual	745.40
02/07/2013	121320697	27 L 000 000 811670 000		ING LIFE INS & ANNUITY CO	Payroll accrual	64.60
02/07/2013	121320697	10 L 000 000 811670 000		ING LIFE INS & ANNUITY CO	Payroll accrual	150.40
02/07/2013	121320697	27 L 000 000 811670 000		ING LIFE INS & ANNUITY CO	Payroll accrual	9.60
					Totals for 121320697	970.00
02/07/2013	121320698	10 L 000 000 811650 000		WEST CENTRAL EDUCATION ASSN	Payroll accrual	196.80
02/07/2013	121320698	10 L 000 000 811650 000		WEST CENTRAL EDUCATION ASSN	Payroll accrual	203.46
02/07/2013	121320698	27 L 000 000 811650 000		WEST CENTRAL EDUCATION ASSN	Payroll accrual	203.20
02/07/2013	121320698	80 L 000 000 811650 000		WEST CENTRAL EDUCATION ASSN	Payroll accrual	2.84
02/07/2013	121320698	10 L 000 000 811650 000		WEST CENTRAL EDUCATION ASSN	Payroll accrual	3,212.54
02/07/2013	121320698	27 L 000 000 811650 000		WEST CENTRAL EDUCATION ASSN	Payroll accrual	463.78
					Totals for 121320698	4,282.62
02/01/2013	121320699	10 E 400 432 222200 000		FOLLETT LIBRARY RESOURCES	eBooks from Follett for HS	196.64
02/01/2013	121320699	10 E 200 432 222200 000		FOLLETT LIBRARY RESOURCES	eBooks for MS LMto be ordered online	101.00
					Totals for 121320699	297.64

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE DESCRIPTION	AMOUNT
	NUMBER	NUMBER	NUMBER			
02/01/2013	121320700	10 E 400 320 254300 000		NET GUARD SECURITY SOLUTIONS	Install main room color station monitor and intercom door station in the High School kitchen/ loading dock. See Proposal: Totals for 121320700	2,653.00 2,653.00
02/01/2013	121320701	10 E 800 342 231100 000		ROWE, DAVID	Mileage reimbursement/STATE ED CONV ON 01/23/13 Totals for 121320701	271.20 271.20
02/04/2013	121320702	80 E 200 310 162105 000		BOWE, MATTHEW	SPORTS WORKER Totals for 121320702	90.00 90.00
02/04/2013	121320703	10 E 400 310 162105 000		CLAY, ROSS	SPORTS WORKER Totals for 121320703	60.00 60.00
02/04/2013	121320704	80 E 200 310 162105 000		DAKE, PETER	SPORTS WORKER Totals for 121320704	45.00 45.00
02/04/2013	121320705	10 E 400 310 162105 000		DEKAN, BRETT	SPORTS WORKER	13.00
02/04/2013	121320705	10 E 400 310 162205 000		DEKAN, BRETT	SPORTS WORKER Totals for 121320705	13.00 26.00
02/04/2013	121320706	10 E 400 310 162205 000		DURNI, JEDEDIAD	SPORTS WORKER Totals for 121320706	60.00 60.00
02/04/2013	121320707	10 E 400 310 162105 000		FERN, JARED	SPORTS WORKER	84.00
02/06/2013	121320707	10 E 400 310 162105 000		FERN, JARED	SPORTS WORKER Totals for 121320707	-84.00 0.00
02/04/2013	121320708	80 E 200 310 162105 000		GUNDERSON, JAMIE	SPORTS WORKER Totals for 121320708	13.00 13.00
02/04/2013	121320709	10 E 400 310 162105 000		HAGEN, DEREK	SPORTS WORKER	175.00
02/04/2013	121320709	10 E 400 310 162205 000		HAGEN, DEREK	SPORTS WORKER Totals for 121320709	70.00 245.00
02/04/2013	121320710	10 E 400 310 162205 000		HAGER, NATHAN	SPORTS WORKER Totals for 121320710	40.00 40.00
02/04/2013	121320711	10 E 400 310 162205 000		HENNING, TRISTAN	SPORTS WORKER Totals for 121320711	13.00 13.00
02/04/2013	121320712	10 E 400 310 162105 000		HUTTER, ALEXANDER	SPORTS WORKER	80.00
02/04/2013	121320712	10 E 400 310 162205 000		HUTTER, ALEXANDER	SPORTS WORKER Totals for 121320712	40.00 120.00
02/04/2013	121320713	10 E 400 310 162105 000		HUTTER, RONALD	SPORTS WORKER	80.00
02/04/2013	121320713	10 E 400 310 162205 000		HUTTER, RONALD	SPORTS WORKER Totals for 121320713	40.00 120.00
02/04/2013	121320714	80 E 200 310 162105 000		JAROCKI, JONATHON	SPORTS WORKER Totals for 121320714	45.00 45.00
02/04/2013	121320715	10 E 400 310 162105 000		KENT, STEVEN	SPORTS WORKER	155.00

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
02/04/2013	121320715	10 E 400 310 162205 000	KENT, STEVEN	SPORTS WORKER	85.00	
				Totals for 121320715	240.00	
02/04/2013	121320716	10 E 400 310 162105 000	KLINE, PATRICK	SPORTS WORKER	27.00	
02/04/2013	121320716	10 E 400 310 162205 000	KLINE, PATRICK	SPORTS WORKER	27.00	
				Totals for 121320716	54.00	
02/04/2013	121320717	10 E 400 310 162205 000	NELSON, RYAN	SPORTS WORKER	65.00	
				Totals for 121320717	65.00	
02/04/2013	121320718	10 E 400 310 162205 000	NELSON, TYLER	SPORTS WORKER	60.00	
				Totals for 121320718	60.00	
02/04/2013	121320719	10 E 400 310 162105 000	NIMMO, PAMELA	SPORTS WORKER	70.00	
02/04/2013	121320719	10 E 400 310 162205 000	NIMMO, PAMELA	SPORTS WORKER	35.00	
				Totals for 121320719	105.00	
02/04/2013	121320720	10 E 400 310 162105 000	PARKER, MARK	SPORTS WORKER	84.00	
				Totals for 121320720	84.00	
02/04/2013	121320721	10 E 400 310 162205 000	POZARSKI, GREGORY	SPORTS WORKER	40.00	
				Totals for 121320721	40.00	
02/04/2013	121320722	10 E 400 310 162105 000	RASMUSSEN, ROBERT	SPORTS WORKER	40.00	
02/04/2013	121320722	10 E 400 310 162205 000	RASMUSSEN, ROBERT	SPORTS WORKER	80.00	
				Totals for 121320722	120.00	
02/04/2013	121320723	10 E 400 310 162105 000	RESSIE, KATIE	SPORTS WORKER	60.00	
				Totals for 121320723	60.00	
02/04/2013	121320724	10 E 400 310 162105 000	SCHROYER, ADAM	SPORTS WORKER	40.00	
				Totals for 121320724	40.00	
02/04/2013	121320725	10 E 400 310 162105 000	SPONHOLZ, SCOTT	SPORTS WORKER	80.00	
02/04/2013	121320725	10 E 400 310 162205 000	SPONHOLZ, SCOTT	SPORTS WORKER	40.00	
				Totals for 121320725	120.00	
02/04/2013	121320726	10 E 400 310 162105 000	WEISHEIPL, DAVID	SPORTS WORKER	110.00	
02/04/2013	121320726	10 E 400 310 162205 000	WEISHEIPL, DAVID	SPORTS WORKER	95.00	
02/04/2013	121320726	10 E 400 310 162105 000	WEISHEIPL, DAVID	SPORTS WORKER	80.00	
02/04/2013	121320726	10 E 400 310 162205 000	WEISHEIPL, DAVID	SPORTS WORKER	120.00	
				Totals for 121320726	405.00	
02/04/2013	121320727	10 E 400 310 162105 000	WHITESIDE, DENNIS	SPORTS WORKER	40.00	
02/04/2013	121320727	80 E 200 310 162105 000	WHITESIDE, DENNIS	SPORTS WORKER	45.00	
				Totals for 121320727	85.00	
02/07/2013	121320728	10 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	217.85	
02/07/2013	121320728	27 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	28.24	
02/07/2013	121320728	50 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	2.88	
02/07/2013	121320728	80 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00	
02/07/2013	121320728	10 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	514.82	
02/07/2013	121320728	27 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	82.80	
02/07/2013	121320728	50 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	22.27	
02/07/2013	121320728	80 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00	
02/07/2013	121320728	10 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	521.61	

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	
	NUMBER	NUMBER		DESCRIPTION	AMOUNT
02/07/2013	121320728	27 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	82.80
02/07/2013	121320728	50 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	19.54
02/07/2013	121320728	80 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00
02/07/2013	121320728	10 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	218.86
02/07/2013	121320728	27 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	28.24
02/07/2013	121320728	50 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	2.68
02/07/2013	121320728	80 L 000 000 811634 000	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00
02/07/2013	121320728	10 E 100 230 110000 000	MINNESOTA LIFE INSURANCE CO	MARCH BILLING IN FEB 2013	2.97
02/07/2013	121320728	10 E 200 230 120000 000	MINNESOTA LIFE INSURANCE CO	MARCH BILLING IN FEB 2013	2.97
02/07/2013	121320728	10 E 400 230 120000 000	MINNESOTA LIFE INSURANCE CO	MARCH BILLING IN FEB 2013	3.05
				Totals for 121320728	1,751.58
02/13/2013	121320729	10 E 800 310 221400 000	BOSS, LISA	CPR STIPEND	50.00
				Totals for 121320729	50.00
02/13/2013	121320730	10 E 800 310 221400 000	BRUNNER, VICKIE	CPR STIPEND	50.00
				Totals for 121320730	50.00
02/13/2013	121320731	10 E 400 342 213000 000	BURICH HOLLE, HEATHER	Onsight visit at Onalaska High School to look at RTI schedule and program on November 29th, 2012	89.91
				Totals for 121320731	89.91
02/13/2013	121320732	10 E 400 320 254300 000	CERTIFIED INC	Repair water pipe leak in High School Kitchen. See Invoice:	1,315.40
				Totals for 121320732	1,315.40
02/13/2013	121320733	10 E 800 342 221400 000	DANZINGER, KATHERINE	Consulting	787.50
				Totals for 121320733	787.50
02/13/2013	121320734	10 E 400 342 256240 000	FLICK, TERRY	Transportation of Wrestler to Osseo	584.89
				Totals for 121320734	584.89
02/13/2013	121320735	10 E 800 370 431000 000	FOREVER YOUNG ELC	4K PAYMENT	10,050.00
				Totals for 121320735	10,050.00
02/13/2013	121320736	10 E 200 411 120500 000	GEBERT, CHRIS	hot chocolate and cups for a poetry jam	32.58
				Totals for 121320736	32.58
02/13/2013	121320737	10 E 800 310 221400 000	GILMARTIN, BRENDA	CPR STIPEND	50.00
				Totals for 121320737	50.00
02/13/2013	121320738	10 E 200 320 254300 000	JOHNSON CONTROLS, INC.	Trouble shoot RTU 8 and AHU six	356.50
				Totals for 121320738	356.50
02/13/2013	121320739	10 E 800 310 221400 000	KOTTKE, KIMBERLY	CPR STIPEND	50.00
				Totals for 121320739	50.00
02/13/2013	121320740	27 E 800 370 436000 341	L E PHILLIPS CAREER DEVELOPEMENT CE	2012/13 ALTERNATE YOUTH PROGRAM	607.75
				Totals for 121320740	607.75

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER			DESCRIPTION	
02/13/2013	121320741	10 E 800 370 431000 000		LITTLE STAR DAYCARE	4K PAYMENT	40,200.00
					Totals for 121320741	40,200.00
02/13/2013	121320742	10 E 800 310 263300 000		MARCO	Blanket PO for routine telephone maintenance for 2012-13	121.33
					Totals for 121320742	121.33
02/13/2013	121320743	10 E 800 310 221400 000		MATZ, LISA	CPR STIPEND	50.00
					Totals for 121320743	50.00
02/13/2013	121320744	10 E 400 310 136320 400		MISSISSIPPI WELDERS SUPPLY	blade sharpening	54.80
					Totals for 121320744	54.80
02/13/2013	121320745	10 E 100 320 254300 000		THE MOOREFIELD GROUP INC	Blanket P.O.	61.67
02/13/2013	121320745	10 E 200 320 254300 000		THE MOOREFIELD GROUP INC	Blanket P.O.	61.67
02/13/2013	121320745	10 E 400 320 254300 000		THE MOOREFIELD GROUP INC	Blanket P.O.	61.66
					Totals for 121320745	185.00
02/13/2013	121320746	10 E 800 310 221400 000		NELSON, KAREN	CPR STIPEND	50.00
					Totals for 121320746	50.00
02/13/2013	121320747	10 E 800 342 221400 000		PHIPPEN, JILL	Mileage to and from Cities for TIES conference on 12/10/12 - 12/11/12 (I drove 4 of us there and back)	138.75
					Totals for 121320747	138.75
02/13/2013	121320748	61 L 000 000 814400 000		LANE SCHROEDER	piano tuning for solo and ensemble event	290.00
					Totals for 121320748	290.00
02/13/2013	121320749	10 E 800 370 431000 000		ST MARY'S ALTOONA	4K PAYMENT	41,205.00
					Totals for 121320749	41,205.00
02/13/2013	121320750	10 E 800 310 221400 000		THILL, DEBORAH	CPR STIPEND	50.00
					Totals for 121320750	50.00
02/13/2013	121320751	10 E 100 411 254300 000		VALLEY BUILDERS & HARDWARE CO	Blanket P.O.	9.33
02/13/2013	121320751	10 E 200 411 254300 000		VALLEY BUILDERS & HARDWARE CO	Blanket P.O.	9.33
02/13/2013	121320751	10 E 400 411 254300 000		VALLEY BUILDERS & HARDWARE CO	Blanket P.O.	9.34
					Totals for 121320751	28.00
02/13/2013	121320752	10 E 800 310 221400 000		WATT, LORI	CPR STIPEND	50.00
					Totals for 121320752	50.00
02/07/2013	201200323	10 L 000 000 811671 000		GREAT-WEST RETIREMENT SERVICES	Payroll accrual	1,045.00
02/07/2013	201200323	27 L 000 000 811671 000		GREAT-WEST RETIREMENT SERVICES	Payroll accrual	500.00
					Totals for 201200323	1,545.00
02/07/2013	201200324	10 L 000 000 811612 000		WELLS FARGO BANK	Payroll accrual	26,208.14
02/07/2013	201200324	27 L 000 000 811612 000		WELLS FARGO BANK	Payroll accrual	2,868.33
02/07/2013	201200324	50 L 000 000 811612 000		WELLS FARGO BANK	Payroll accrual	661.81
02/07/2013	201200324	80 L 000 000 811612 000		WELLS FARGO BANK	Payroll accrual	196.54
02/07/2013	201200324	10 L 000 000 811611 000		WELLS FARGO BANK	Payroll accrual	18,156.92

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
02/07/2013	201200324	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2,627.79
02/07/2013	201200324	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	722.89
02/07/2013	201200324	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	155.75
02/07/2013	201200324	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	719.90
02/07/2013	201200324	27 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	9.60
02/07/2013	201200324	50 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	10.00
02/07/2013	201200324	80 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	7.50
02/07/2013	201200324	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	4,246.41
02/07/2013	201200324	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	614.54
02/07/2013	201200324	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	169.08
02/07/2013	201200324	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	36.42
				Totals for 201200324	57,411.62
02/07/2013	201200325	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	4,246.41
02/07/2013	201200325	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	614.54
02/07/2013	201200325	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	169.08
02/07/2013	201200325	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	36.42
02/07/2013	201200325	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	18,156.92
02/07/2013	201200325	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2,627.79
02/07/2013	201200325	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	722.89
02/07/2013	201200325	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	155.75
				Totals for 201200325	26,729.80
02/07/2013	201200326	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	102.50
02/07/2013	201200326	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	55.00
02/07/2013	201200326	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	7.50
02/07/2013	201200326	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	14,905.40
02/07/2013	201200326	27 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	2,018.69
02/07/2013	201200326	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	443.22
02/07/2013	201200326	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	117.34
				Totals for 201200326	17,649.65
02/07/2013	201200327	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	538.57
02/07/2013	201200327	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	14,950.69
02/07/2013	201200327	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	1,988.06
02/07/2013	201200327	80 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	53.15
02/07/2013	201200327	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	3,293.92
02/07/2013	201200327	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	717.41
02/07/2013	201200327	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	104.69
02/07/2013	201200327	80 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	16.63
02/07/2013	201200327	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	14,950.69
02/07/2013	201200327	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	1,988.06
02/07/2013	201200327	80 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	53.15
02/07/2013	201200327	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	3,293.89
02/07/2013	201200327	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	717.41
02/07/2013	201200327	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	643.26
02/07/2013	201200327	80 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	16.63
				Totals for 201200327	43,326.21
02/07/2013	201200328	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	98.23
02/07/2013	201200328	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	77.34
02/07/2013	201200328	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	23.40
02/07/2013	201200328	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	45.75
02/07/2013	201200328	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	2,707.50
02/07/2013	201200328	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	233.00
02/07/2013	201200328	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	10.44

CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE DESCRIPTION	AMOUNT
	NUMBER	NUMBER	NUMBER			
02/07/2013	201200328	10 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	2,895.00
02/07/2013	201200328	10 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	5,028.75
02/07/2013	201200328	27 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	500.00
02/07/2013	201200328	80 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	78.25
Totals for 201200328						11,697.66
02/07/2013	201200329	10 A 000 000	711100 000	WELLS FARGO BANK/NET PR & DIRECT DE PR & DIRECT DEPOSIT 02-7-13		192,826.26
02/07/2013	201200329	27 A 000 000	711100 000	WELLS FARGO BANK/NET PR & DIRECT DE PR & DIRECT DEPOSIT 02-7-13		29,483.01
02/07/2013	201200329	50 A 000 000	711100 000	WELLS FARGO BANK/NET PR & DIRECT DE PR & DIRECT DEPOSIT 02-7-13		9,470.92
02/07/2013	201200329	80 A 000 000	711100 000	WELLS FARGO BANK/NET PR & DIRECT DE PR & DIRECT DEPOSIT 02-7-13		1,864.56
Totals for 201200329						233,644.75
02/04/2013	201200330	10 L 000 000	811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges	45.64
Totals for 201200330						45.64
01/31/2013	201200332	10 E 800 310	252100 000	EMPLOYEE BENEFITS COOPERATIVE	Admin fees - Jan	412.50
Totals for 201200332						412.50
02/11/2013	201200335	10 L 000 000	811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges	17.66
Totals for 201200335						17.66
Totals for checks						565,733.17

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL	334,536.51	0.00	161,143.79	495,680.30
21	SPECIAL REVENUE TRUST FUND	0.00	0.00	1,804.81	1,804.81
27	SPECIAL EDUCATION FUND	48,368.60	0.00	2,781.25	51,149.85
50	FOOD SERVICE	13,758.78	0.00	0.00	13,758.78
61	EXTRA CURRICULAR FUND	290.00	0.00	0.00	290.00
80	COMMUNITY SERVICE	2,798.43	0.00	251.00	3,049.43
***	Fund Summary Totals ***	399,752.32	0.00	165,980.85	565,733.17

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

CHECK DATE	CHECK NUMBER	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
02/01/2013	7821	61 L 000 000 814120 000	JOSTEN'S	caps and gowns	2,435.40
				Totals for 7821	2,435.40
02/01/2013	7822	61 L 000 000 814222 000	SUBWAY	Subway gift cards (\$5 value) to be used for PBIS sub 4 sub weekly reward drawings. Subway will match amount of gift cards purchased	65.00
				Totals for 7822	65.00
02/07/2013	7823	61 L 000 000 814212 000	EQUAL RIGHTS DIVISIO	work permits	7.50
				Totals for 7823	7.50
01/31/2013	????????	61 L 000 000 814600 000	WELLS FARGO BANK	Service fees	41.02
				Totals for 201200331	41.02
				Totals for checks	2,548.92

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	2,548.92	0.00	0.00	2,548.92
***	Fund Summary Totals ***	2,548.92	0.00	0.00	2,548.92

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

SCHOOL DISTRICT OF ALTOONA

Bank Balances

January 2013

GENERAL ACCOUNTS (FUNDS 10, 23, 27, 38, 50, and 80)

Wells Fargo Bank

Beginning balance	184,423.44
Receipts	1,324,378.56
Disbursements	(1,378,366.70)
Transfers in	500,000.00
Transfers out	(650,000.00)
Service Fees	<u>(603.69)</u>
Ending Balance	<u>(20,168.39)</u>

Wells Fargo Bank Savings

Beginning balance	972,550.17
Transfers in	650,000.00
Transfers out	(500,000.00)
Interest	<u>104.38</u>
Ending Balance	<u>1,122,654.55</u>

State Government Pool

Beginning balance	142,675.45
Receipts	90,844.40
Transfers in	0.00
Transfers out	0.00
Interest	<u>18.47</u>
Ending Balance	<u>233,538.32</u>

Wisconsin Liquid Asset Fund

Beginning balance	2,146.17
Interest	<u>0.00</u>
Ending Balance	<u>2,146.17</u>

GENERAL ACCOUNTS TOTAL

\$1,338,170.65

SCHOOL DISTRICT OF ALTOONA

Bank Balances

January 2013

DEBT SERVICE FUND 39

Wells Fargo Bank

Beginning balance	27,515.39
Receipts	0.00
Disbursements	0.00
Interest	<u>3.51</u>
Ending Balance	<u>27,518.90</u>

State Government Pool

Beginning balance	2,695.84
Transfers out	0.00
Interest	<u>0.30</u>
Ending Balance	<u>2,696.14</u>

Wisconsin Liquid Asset Fund

Beginning balance	4,289.09
Interest	<u>0.00</u>
Ending Balance	<u>4,289.09</u>

FUND 39 TOTAL \$34,504.13

STUDENT ACTIVITY FUND 60

Wells Fargo Bank

Beginning balance	83,851.83
Receipts	11,561.86
Disbursements	(6,604.15)
Interest	3.22
Service Fees	<u>(41.02)</u>
Ending Balance	<u>88,771.74</u>

FUND 60 TOTAL \$88,771.74

Employee Benefit Trust Fund 73

Mid America

Beginning balance	258,160.04
Receipts	0.00
Disbursements	0.00
Quarterly	2,619.93
Service Fees	<u>0.00</u>
Ending Balance	<u>260,779.97</u>

FUND 73 TOTAL \$260,779.97

Lines of Responsibility for District Programs, Operations and Communications

Generally, responsibility for District programs, operations and communications shall flow simply and clearly from non-supervisory staff, to supervisory and administrative staff, to the District Administrator, and, finally, to the Board. The administration shall make reasonable efforts to identify for each employee a primary supervisor as to any particular major function of the employee's job, and, the administration shall identify such a supervisor(s) at the request of a staff member. All employees are expected to refer concerns regarding District programs and operations and other matters requiring supervisory or administrative attention to the appropriate supervisor(s), without intentionally undermining established procedures and lines of responsibility. In the event of a substantive disagreement between an employee and a supervisor/administrator that cannot be resolved, the expectation is that the employee and the supervisor/administrator will generally jointly advance the issue to a next-level supervisor, up to the District Administrator. That next-level supervisor may decide that the issue lies within the discretion of the lower-level supervisor, or take the issue up for further inquiry and analysis.

Notwithstanding the need to have established lines of supervisory responsibility, the Board encourages the regular use of collaborative work structures, such as cross-functional work teams (and even less formal structures) that enable the District to fully engage employees' knowledge, skills, talents, and interests for the betterment of District programs and operations. The Board also encourages supervisors and administrators to seek and listen to the input and ideas of all staff members, including in situations where an employee offers their input in an area outside of the employee's normal day-to-day duties and responsibilities. The Board expects supervisors and administrators to give thoughtful and respectful consideration to input, ideas, and concerns appropriately expressed by any staff member, including in situations where the supervisor or administrator may have a different perspective on the issue.

Staff Communications

It is the District's goal and the Board's expectation that all employees' communications within the scope of their employment (including all verbal communications, electronic communication, and written communication) are accurate, demonstrate sound judgment and professionalism, and promote the District's vision and mission.

It is important for all District employees to understand that when District employees communicate verbally or in writing pursuant to their official duties, the extent to which such communications meet the District's established expectations is an appropriate basis for supervisory inquiry and evaluation, and also could potentially be the cause for disciplinary action. That is, as a general rule, a school district employee does not have an expectation of unimpeded "freedom of speech" as to such communications.

Similarly, all District employees are expected to pursue personal grievances and personal complaints related to their employment through the established supervisory lines of responsibility, through an appropriate internal complaint/grievance processes, or through appropriate external legal channels.

The School Board wishes to maintain open channels of communication between itself and the staff. The basic line of communication will, however, be through the District Administrator.

- Staff Communications to the Board: All communications or reports to the Board or any Board committee from principals, supervisors, teachers, or other staff members will be submitted through the District Administrator. This necessary procedure will not be construed as denying an employee the opportunity to appeal administrative decisions to the Board where a District procedure includes an appeal level that involves the Board.

Complaints or appeals regarding the interpretation, application or violation of provisions of the Teacher Handbook or Support Staff Handbook may be made in accordance with the grievance procedure. Appeals regarding other administrative decisions may be made through the established lines of responsibility/communication as shown on the District Organizational Chart. All personnel shall refer matters requiring administrative action to the administrator immediately in charge of the area in which the problem or concern arises. An employee may appeal any decision made by the administrator to the District Administrator. If the District Administrator determines that the matter merits consideration by the Board, the decision may be appealed to the Board through the District Administrator. Responsibility should flow simply and clearly from staff through principals and the District Administrator to the Board.

- Board Communications to Staff: All official Board communications, policies and directives of staff interest and concern will be communicated to staff members through the District Administrator, and the District Administrator will employ all such media as are appropriate to keep staff fully informed of the Board's desires, concerns and actions.
- Communications and Interactions between Individual Staff Members and Individual Board Members: Except where expressly authorized by Board action or by the District Administrator, or necessitated by the legal duties related to positions held by Board officers, individual employees are not expected to engage in work-related tasks directly with, or at the direction of, individual Board members. For this reason, if an individual Board member contacts an employee in connection with the employee's assigned duties and responsibilities, the employee is expected to involve his/her immediate supervisor and the District Administrator in establishing an appropriate response to the Board member's inquiry. In the event an individual employee, notwithstanding expectations concerning the use of established lines of responsibility, communicates with an individual Board member pursuant to the duties and responsibilities of the employee's position, the individual Board member should contact and work with the District Administrator in resolving and responding to the issue or concern. Each individual employee retains ultimate responsibility for ensuring that all communications pursuant to his/her assigned duties to the Board and/or to any individual Board member are authorized and follow appropriate procedures.

The Board and school administrators understand that Board members and District employees share a keen interest in the schools and in education generally. Therefore, it is to be expected that individual Board members and individual employees will meet in the community and through social events and functions and informally discuss such matters as educational trends, issues, and innovations. On such occasions, the Board's expectation is that employees and Board members will use sound judgment in ensuring that they are not purposefully undermining the established lines of responsibility in the District or violating the other expectations established in this policy.

CROSS REF: Teacher and Support Staff Handbooks
District Lines of Responsibility and Communication Organizational Chart
Policy 527 – Grievance Procedure

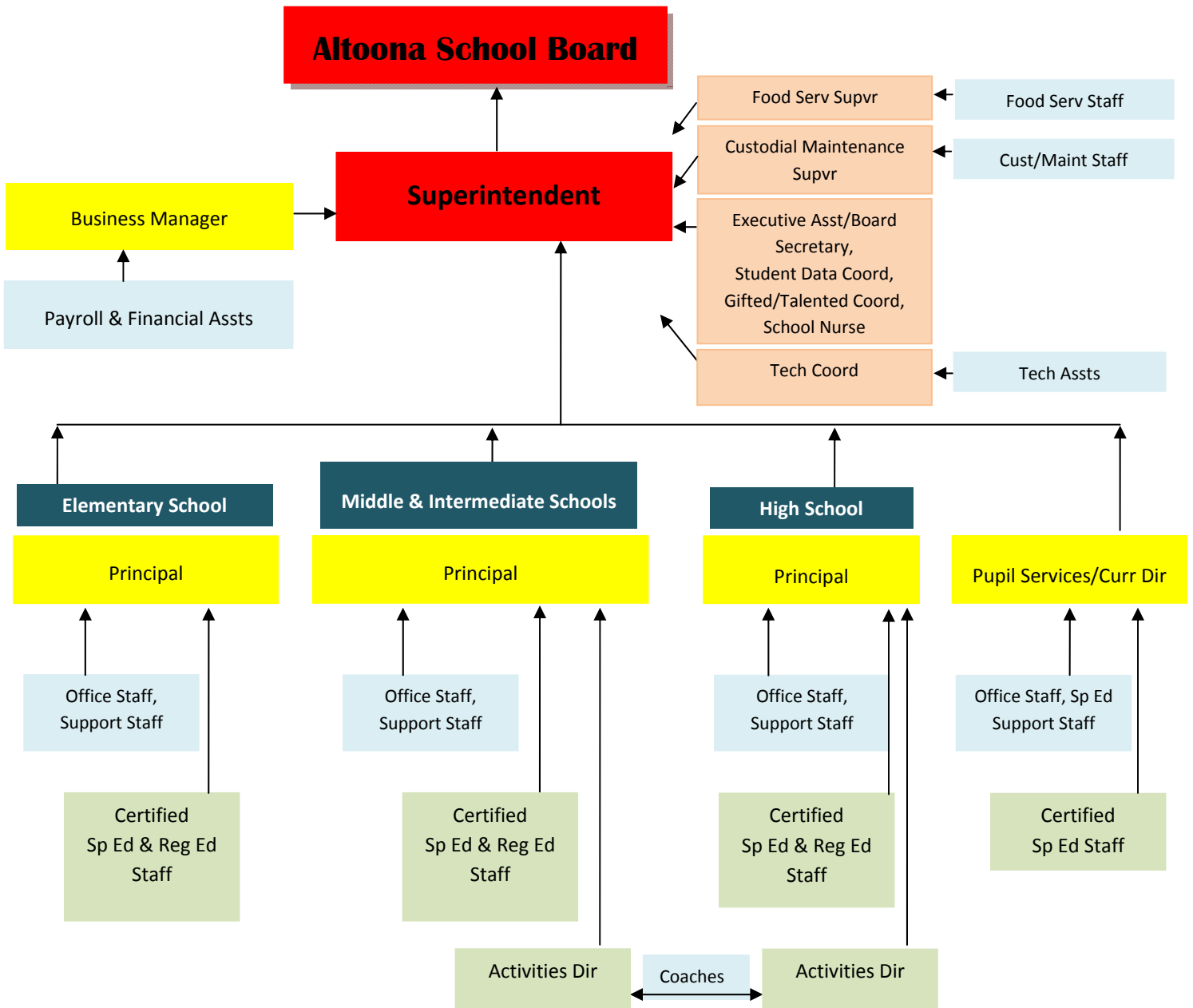
LEGAL REF.: 111.31, 111.70, 118.20 Wisc. Statutes

ADOPTED:



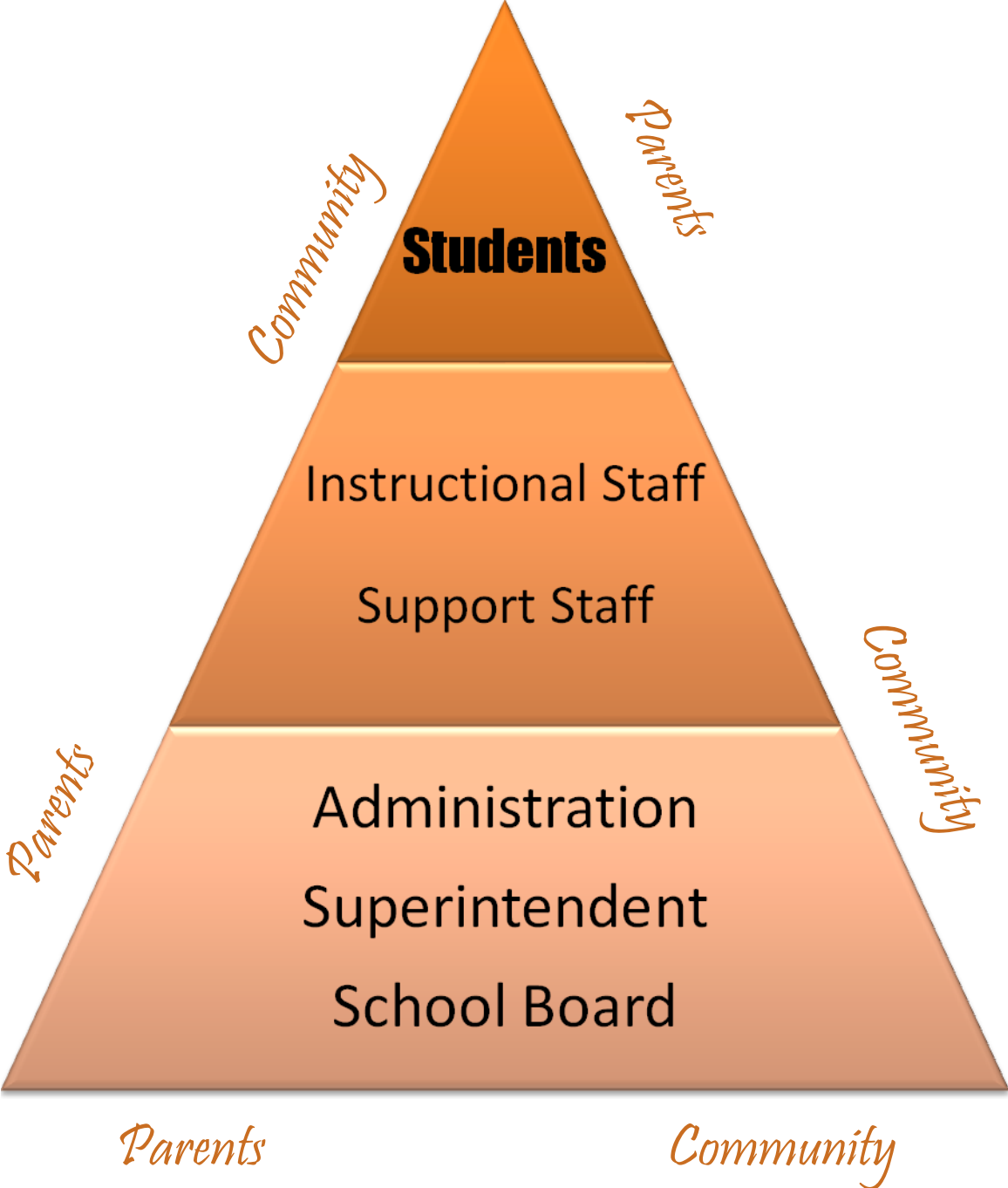
School District of Altoona

Lines of Responsibility and Communication



Line and Staff Relations: Each employee in the district is responsible to the Board through the Superintendent. All personnel will refer matters requiring administrative action to the administrator immediately in charge of the area in which the problem arises. The administrator will refer such matters to the next higher authority as necessary. All employees have the right to appeal a decision made by an administrator to the next higher authority and through the appropriate successive steps. Responsibility should flow simply and clearly from students/parents through the staff, principals and the Superintendent to the Board. (See Policy 521.1 – Staff Communication and Lines of Responsibility)

School District of Altoona Pyramid of Success



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.

Public notice shall be given for all Board committee meetings in accordance with state law and Board policy. When appropriate, based on the anticipated attendance of Board members who are not members of the committee, such notice shall include a statement that a quorum of the Board may be present, but the Board will take no action as governmental body at the committee meeting.

It shall be the responsibility of the committee chair to schedule regular committee meetings, plan the meeting agendas with assistance from the committee's administrator advisor and other committee members, and ensure that the minutes of all committee meetings are recorded and maintained. The committee chair shall be provided time on regular Board meeting agendas to present reports and/or make recommendations to the Board as the committee requests and as requested by the Board.

In the event of a vacancy on the Board, and in the absence of any Board action to the contrary, the newly appointed Board member shall assume the committee appointments formerly held by the Board member whose absence created the vacancy. In the event that the committee assignment is not suitable for a newly appointed Board member, the Board President may present for Board approval a proposal to revise committee and committee chair appointments for the remainder of the annual period.

Any Board member may attend and participate in the discussion that occurs at any standing committee meeting; however, only official members of the committee will have the authority to make motions and vote at the committee meeting. All Board members shall receive a copy of committee meeting minutes so as to stay fully informed of committee activities.

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, the superintendent, and others as determined by the Board of Education.

The committee shall:

1. Review and update existing policy manuals on a continual basis.
2. At the discretion of the Board, review and write any new policy requested by the Board, the administration, or the public.
3. Stay up to date with current state or federal regulations regarding school policy.
4. At the discretion of the Board, review and present recommendations to the Board for any policy about which there is question of interpretation.
5. Refer applicable drafts of proposed policies to the Board's attorney, so that policies comply with Wisconsin and federal law prior to their consideration by the full Board.
6. Empower the committee secretary, or other individual selected by the committee, to ensure that the district policies are updated on the district website within 30 days of modification. This individual shall also make hard copies of the district policies available upon request.
7. Perform such other duties as required by law or assigned by the Board.

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 allows for long range predictability of attendance areas and facility needs. This Committee shall include two Board members, the superintendent, and others as determined by the Board of Education.

The committee shall:

1. Utilize reliable, current and projected demographic and housing-impact data from internal and external sources
2. Base recommendations on building enrollment of greater than 65% of capacity, and not to exceed 100%.
3. Consider cost to maintain existing buildings vs. new construction.
4. Assess and base recommendations on maximum educational and operational efficiency of facilities. Assessment also applies to the charge to create and maintain effective 21st century learning environments.

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, the superintendent, and others as determined by the Board of Education.

The committee shall:

1. Seek to understand school finances in order to teach the public when applicable.
2. Receive input from the public and furnish the public with information concerning district finances.
3. Study all financial issues of the district and prepare any applicable summaries and recommendations for Board action.
4. Ensure that the financial stability of the district is maintained by the Board of education and make necessary recommendations to the Board.
5. Review with the administration the preparation of the budget. This may include a review of financial recommendations or requests made by other committees.
6. Monitor implementation of the approved budget on a regular basis and recommend proposed budget revisions.
7. Recommend to the Board any applicable policies for the management of school assets
8. Review any other matters as directed by the Board.

LEG REF.: 19.83, 19.84, 19.85, 118.001, 120.12(1), 120.13(1)(a) Wisc. Statutes

ADOPTED: 11/04/02

AMENDED:

Special Notice of Committee Meeting When a Quorum of Board Members is Anticipated to Be Present

A meeting of the _____ committee of the Altoona school board shall be held as follows:

[DATE - TIME]

[LOCATION]

The items of business to be taken up by the committee at the meeting are the following:

[FIRST ITEM OF BUSINESS]

[SECOND ITEM OF BUSINESS]

[List any other items of business]

Further notice is hereby given that School Board members who are not members of the _____ committee, up to and possibly including all Board members, may attend the above-noticed committee meeting so as to constitute a quorum of the Board. However, the role of any Board member who is not a member of the above-identified committee is limited to information gathering and participation in the committee's discussion. The Board will take no action as a governmental body as part of the committee meeting.

LEGAL REF.: 19.84 Wisc. Statutes

APPROVED:

The Altoona School District is committed to maintaining a learning and working environment that is free of harassment and bullying toward or between students and employees, including sexual harassment. Such actions are disruptive to the work or learning environment and detrimental to student and employee personal well-being.

"Harassment" is defined as behavior toward an individual based, in whole or in part, on a person's sex, race, religion, national origin, color, ancestry, creed, pregnancy, marital status, sexual orientation, disability, age or other protected status which has the purpose or effect of: (1) creating an intimidating, hostile or offensive work or learning environment; (2) interfering with a person's work or educational performance; or (3) otherwise adversely affecting a person's employment opportunities. Harassment can occur as a result of a single incident or a pattern of behavior. It may occur from student to student, student to staff, staff to student, staff to staff, male to female, male to male, female to male, or female to female. Examples of conduct prohibited under this policy, but not limited to, include:

- Physical or mental abuse;
- Verbal comments or other expressions which insult, degrade or stereotype;
- Physical interference with movement, activities or work;
- Visual harassment, including derogatory cartoons, drawings or posters; and
- Sexual harassment, which is defined as any deliberate, repeated or unwanted verbal or physical sexual contact, sexually explicit derogatory statements, or sexually discriminating remarks that are offensive or objectionable to the recipient or which causes the recipient discomfort or humiliation or which interferes with the recipient's academic or work performance. Sexual harassment may include, but is not limited to, any form of any unwanted sexual attention, such as:
 - leering, pinching, patting, touching, advances or propositions; and subtle or expressed pressure for sexual activity;
 - verbal comments, lewd or sexually suggestive comments, off-color language or jokes of a sexual nature; slurs and any other verbal, graphic, or physical conduct relating to an individual's gender;
 - display of graphic or written sexual material, any display of sexually explicit pictures, greeting cards, articles, books, magazines, photos, or cartoons;

- o the implicit message from the alleged offender that noncompliance will lead to reprisals. Reprisals may include, but are not limited to, the possibilities of harassment escalation, unsatisfactory academic/work evaluations, difference in academic/work treatment, or unwarranted comments to or by peers.

"Bullying" includes, but is not limited to, physical intimidation or assault, threatening looks, extortion; electronic, oral or written threats, teasing, name-calling, put-downs, false rumors, false accusations; retaliation for reporting harassment or bullying, and similar activities.

Any person who believes he/she has been harassed or bullied, or has knowledge that a policy violation has occurred may file a complaint in accordance with established discrimination complaint procedures. It is the intent of the District to create an atmosphere where complaints will be treated fairly and quickly. If the alleged harasser is the person to whom the complaint would normally be made, the complaint should be made to the next higher administrative authority in the complaint procedure. If a student does not feel comfortable with making the complaint to the designated person, he/she may make the complaint to any other adult employee, who will report the complaint to the appropriate person.

All harassment complaints shall be taken seriously and properly investigated, and appropriate actions shall be taken to prevent or correct harassing behavior. There shall be no retaliation against anyone for reporting harassment or cooperating in a harassment investigation. The District shall respect the confidentiality of both the complainant and the accused consistent with the District's legal obligations and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.

If a harassment complaint involves a District employee and a student, both the supervising principal and District Administrator shall be involved in the complaint investigation process and follow-up activities.

Persons who engage in harassment or retaliatory conduct in violation of this policy shall be subject to school disciplinary measures consistent with District policies.

Notice of this policy will be circulated to all schools and departments in the District on an annual basis and incorporated in student and staff handbooks.

LEGAL REF.: 111.31, 111.32, 111.36, 118.13, 118.20, 120.13, 947.0125, 947.013 Wisc. Statute

ADOPTED: 02/18/02

AMENDED:

An employee, former employee or applicant for employment who believes that any part of the school organization has violated any law prohibiting discrimination or harassment based on a legally protected status in the workplace (including provisions prohibiting employer retaliation in connection with such laws) or that there has been a violation of the District's equal opportunity employment or harassment/bullying policy may bring forward a complaint as outlined below:

Informal Procedure

Anyone who believes he/she has a valid basis for a complaint may discuss the concern with the appropriate administrator prior to initiating a formal complaint. For purposes of this procedure, the "appropriate administrator" is defined as the following:

1. The building principal; or
2. If the complaint is against or involves the building principal or is against an individual to whom the principal reports, including a member of the School Board, the District Administrator; or
3. If the complaint is against the District Administrator, the Board President who shall hire outside legal counsel.

If the complaint is submitted to the building principal, District Administrator, or Board President as identified above, that individual shall serve as, or designate, a complaint manager. The complaint manager shall be responsible for coordinating the processing of the complaint, including any attempt to mediate a possible resolution to the complaint, any investigation that may be necessary, and all communications with the individual(s) who submitted the complaint.

If outside legal counsel is hired by the Board President, legal counsel shall determine, in consultation with the complaining party and the Board President, whether it is in the District's best interests to attempt to mediate a resolution to the complaint or to process the informal complaint under the steps of the formal complaint procedure, as identified below.

If the reply that the complainant receives is not acceptable to him/her, or if, for any reason, the individual does not feel comfortable attempting to resolve the matter informally as described in this section of the procedure, the individual may initiate the formal complaint procedure according to the steps listed below.

Formal Complaint Procedure

Step 1: The complainant shall submit a signed complaint to the District who shall serve as or designate the complaint manager. Except as provided in the following paragraph, the District Administrator shall have responsibility to decide the merits of the case at Step 1, determine what actions will be taken (if any), and report in writing the resolution of the complaint to the complainant(s).

If the allegation is against the District Administrator, the complainant shall submit the Step 1 complaint directly to the Board President. The Board President shall engage outside legal counsel as the complaint manager, who shall recommend either of the following to the Board President following an investigation into the matters raised by the complaint: (1) that the complaint lacks merit and that the Board President may communicate that conclusion and resolution to the complaining party; or (2) the complaint may have merit and/or that some degree of responsive or remedial action may be appropriate, and that legal counsel advises consultation with the full Board regarding such possible resolution. In conjunction with legal counsel, the Board President shall report in writing the resolution of the case to the complainant.

The District can usually respond most effectively to a complaint when a complaint is filed shortly after the occurrence of the event(s) giving rise to the complaint. In general, formal complaints under this procedure should be filed within 300 calendar days of the occurrence of the alleged unlawful, discriminatory, harassing or retaliatory act(s), or within 300 days after the last occurrence of an ongoing condition. While there is no absolute deadline for the filing of a complaint under this procedure, it is important for complainants to be aware that gaps in time of even less than 300 days can make it more difficult to engage in fact-finding and/or may limit the remedies that are reasonably available from the District. The District, acting through the complaint manager may determine that any complaint filed more than 300 days after the alleged act(s) occurred (or more than 300 days after the last occurrence of an ongoing condition) is not sufficiently timely to permit an investigation and/or possible remedy. A decision to dismiss a complaint because it is untimely may be appealed to the Board under Step 2, and the Board may either affirm the dismissal of the complaint for lack of a timely filing or remand the complaint for further processing.

Step 2: If the complainant is dissatisfied with the decision of the District Administrator (or Board President or Board), he/she may appeal to the Board within twenty-one (21) calendar days of the date that the Step 1 written decision is provided to the complainant. Such appeal shall be delivered to the District Administrator or (if the District Administrator is the alleged perpetrator) to the Board President or District Legal Counsel. The individual receiving notice of the appeal on behalf of the School District shall immediately forward the appeal to the Board President, who shall arrange a meeting at which the Board will consider the appeal. If the Board issued the decision that is being appealed, the Board shall treat the appeal as a request for reconsideration.

External Agency or Court Filing: If the complainant is not satisfied with the Board's decision, or in lieu of utilizing the internal complaint procedures established by this procedure, the complainant may pursue alternate actions available under state or federal laws (e.g. appeal to State Superintendent of Public Instruction (for teachers and administrative personnel), filing of complaint with the Equal Rights Division of the Department of Workforce Development, the U.S. Office for Civil Rights - Region V and/or any court having proper jurisdiction). Any party with a complaint is solely responsible for determining the applicable outside agencies or courts with which a complaint may properly be filed and the applicable filing deadlines. Unless mandated by a state or federal law or regulation, pursuing an internal complaint under this procedure does not extend or toll the filing deadlines applicable to filing a complaint with an external agency or court. While it is not always necessary to pursue an internal complaint before filing a complaint with an external agency or court, all individuals are given notice that

failure to follow an employer's internal procedures for giving notice of incidents and complaints can, in some cases, affect the individual's ability to seek remedies from an external agency or court.

The District's responses to discrimination complaints shall be made within any timelines established by law.

Maintenance of Complaint Records

Records should be kept for each complaint filed and, at a minimum, should include the following:

1. The name and address of the complainant and his/her title or status.
2. The date the complaint was filed.
3. The specific allegation made and any corrective action requested by the complainant.
4. The name and address of the respondents.
5. The levels of processing followed, and the resolution, date and decision-making authority at each level.
6. A summary of facts and evidence presented by each party involved.
7. A determination of the facts, statement of the final resolution, and the nature and date(s) of any corrective or remedial action taken.

APPROVED: ~~02/18/02~~

If you believe you have been the victim of bullying or harassment as defined by Board policy, you must immediately fill out this complaint form completely and return it into your principal or immediate supervisor, unless the principal or supervisor is the subject of your complaint in which case you must deliver this form to the District Administrator. The District will process your complaint(s) in accordance with established procedures and the terms of the Employee Handbook.

- 1. Name: _____
- 2. Address: _____
- 3. Home phone or number where you can be reached: _____
- 4. Position & work site: _____
- 5. Name of Immediate Supervisor: _____
- 6. Please state date(s) of the event or series of events causing the complaint: _____

- 7. Please state your complaint including the harm alleged and policy violated: _____

- 8. Please state specific facts of which you are aware to support your complaint and the names of any witnesses who may be able to corroborate your statements (list all details and attach additional sheets if necessary): _____

- 9. Please state the remedy sought: _____
- 10. If you will be represented in pursuing your complaint, please identify that individual or organization (if known): _____

Name: _____

Address: _____

Telephone: _____ Fax: _____

Signature

Date Submitted

All professional educators shall engage in efforts to maintain high standards of individual excellence. Such efforts shall include keeping current in each specific and applicable area of instruction, Board-approved curriculum, as well as continuing study of the art of pedagogy. The School Board shall delegate to the District Administrator the task of annually establishing and overseeing the implementation of a comprehensive professional development plan in order to provide learning and development opportunities for the District's licensed staff, including administrators. The comprehensive plan may be established and updated collaboratively with the assistance of licensed support staff, instructional staff, and administrative staff.

Primary goals of the professional development plan and activities pursued under the plan include the following:

1. Improving instruction and learning opportunities for District students;
2. Fostering a shared and clear sense of mission, goals and priorities within the District;
3. Sharing and disseminating institutional knowledge and internal successes;
4. Providing exposure to ideas, research, and expertise from outside of the District;
5. Assessing and evaluating District programs;
6. Building internal capacity for leadership, change, and innovation;
7. Enhancing technical skills and knowledge;
8. Enabling consistent compliance with District policies and relevant legal requirements;
and
9. Fostering a commitment toward continuous professional learning and personal development.

In particular years, or as applied to particular staff positions, the professional development plan and activities pursued under the plan may focus primarily on one or several of the above goals.

The professional development programming that is provided in the District shall be managed and delivered at various levels, including District-wide programming, building-based programming, and programming that is specific to particular functions, skills, or subjects. The plan may also include components that allow means for the identification and pursuit of

individualized activities that focus on personal needs, goals and interests that directly benefit student learning. Such individualized components may be coordinated, for example, through formative personnel evaluations and assessments, through individual goal-setting activities, or through the stages and procedures related to licensure.

The District Administrator shall regularly inform the Board regarding the annual development, review, and implementation of the professional development plan for licensed staff.

LEGAL REF.: 120.12, 121.02 Wisc. Statute

Wisconsin Administrative Code PI 8.01(2)(b), PI 34.03, PI34 Subch.V

ADOPTED:

The Altoona School District recognizes extracurricular and co-curricular sports and activities as a vital part of educating the whole child. Evaluation is an assurance of minimal expectations, a process that measures if coaches/advisers are achieving predetermined standards. It must be noted that evaluation only measures growth. By itself it doesn't promote growth. Only when evaluation is joined with supervision and in-service training do coaches/advisers grow professionally. They need information that comes from in-service training, practice that comes from supervision, and the sense of direction that comes from evaluation.

The evaluation process will include observations of coaching performance during practice and games, and in the "hallways and the classrooms" (for those who work in the School District). Coaches will review the observation notes and comments and engage in a required self-evaluation before a post-season meeting with the Athletic Director. Self-evaluations tend to promote ownership and the ownership of the results – specifically any decisions to perform differently in the future. Coaches will also dispense student surveys that can offer coaches constructive feedback to use to improve their practice.

EVALUATION

- The Athletic Director will have a pre-season meeting with each head coach to discuss goals/expectations for the season and have a post-season discussion regarding the season.
- Each assistant coach will be formally and informally evaluated by the Athletic Director and the Head coach.
- The Head Coach shall perform a self-evaluation at the end of the season. Student surveys shall also be given at the end of the season. The Athletic Director will formally and informally evaluate the Head Coach, which shall include discussion of the student survey results.

ADOPTED:

Duties and responsibilitiesProfessional Expertise

1. Instructs athletes in fundamental skills, training and strategies necessary to achieve success
2. Has strong knowledge of game rules, athletic handbook rules and league regulations; implements these rules on a consistent basis
3. Upholds the dignity, honor and integrity of the coaching profession

Personal Behavior

1. Students will receive instruction and guidance that will lead to positive values, acceptable behavior, and self-discipline
2. Coach will exhibit responsible conduct both within and out of the field/gym.
3. Promote sportsmanship

Community/Parent relationships

1. Responsible for good public relations with the media, boosters, parents and officials.
2. Consistently releases positive information to the media.
3. Promotes sports among parents, fans and players at all times.

Other responsibilities

1. Monitors locker rooms and hallways before and after practice and games until the last athlete has been picked up
2. Develops in each athlete a respect for school property and its care
3. Uses appropriate language and behavior
4. Respects the dignity of each athlete as an individual
5. Promotes safety at all times on the practice field or in the gym

6. Promotes among athletes circumstances that gives each athlete the opportunity to reach his/her full potential.
7. Promotes time demands that acknowledge the primary importance of each athlete's academic and family responsibilities
8. Promotes among all athletes and coaches a solid sense of team membership
9. Reflects in his/her coaching the best and most recent thinking/strategies of the sport
10. Assists, whenever possible and mutually convenient, with post-high school planning of his/her players as it relates to athletics
11. Is available to parents at mutually convenient times
12. Works with other school personnel, guidance, teachers, administrators, etc. to guarantee the best interests of each student-athlete

APPROVED:

COACH'S SELF-EVALUATION

538.1-Exhibit 1

(To be kept on file in athletic office)

Coach _____

Sport _____

Coaching Position _____

Date _____

1. Please discuss the achievements of which you are most proud that have occurred during the past season. What obstacles were overcome to accomplish these achievements? Please discuss these in a priority order.

2. What could you do to improve your program next year?

3. Discuss other issues of concern or satisfaction:

Signature of Coach

Date

APPROVED:

Altoona Area Foundation Inc.

Annual Meeting

DATE: Wednesday February 13th, 2013

TIME: 6:30pm

LOCATION: SCHOOL DISTRICT OFFICE

1903 Bartlett Av, Altoona

AGENDA:

1. CALL TO ORDER
2. ROLL CALL
3. SECRETARY'S REPORT
4. TREASURER'S REPORT
5. PRESIDENT'S REPORT
6. MISSION STATEMENT-Review statement
7. OLD BUSINESS-
8. NEW BUSINESS-
9. ELECTION OF OFFICERS
10. ADJOURN

IF UNABLE TO ATTEND, PLEASE NOTIFY Bob Wilcox Wilcox.bob@mayo.edu

ALTOONA AREA FOUNDATION
PRESIDENT'S REPORT
2012

The Altoona Area Foundation continues to pursue its mission of providing assistance for educational and associated activities within the school system and surrounding area in ways that would otherwise go unfunded.

Successful implementation includes support of the SOAR honor card program, STAR grants, and other classroom, extracurricular, and community activities. For example, the foundation continued its contributions to Chippewa Valley Free Clinic to help support Altoona residents using that service. They also supplied classrooms with Kindles to support e-learning initiatives.

In addition, the Foundation continues to support outstanding individuals who apply for the PARR award. One recipient, Becca Lenz, received the PARR award in 2012.

In order to continue with the mission, the foundation continues to examine ways to increase revenue, expand board membership, and enhance director involvement. In 2012 the foundation was fortunate to continue to receive funding from supportive private sources. The foundation should continue to focus on these and other areas in the future.

The Foundation also conducted a strategic planning retreat facilitated by Brent Hafle of New Day Nonprofit solutions. The Foundation feels it is vital to continue to plan to ensure ongoing success. This will be an area of focus for 2013.

The foundation's existence and success is dependent on its member's creativity and their willingness to participate and contribute to our mission. The foundation is deeply appreciative of the time and efforts that those members have donated in this, and previous years.

We look forward to the upcoming year and hope to meet the challenges it will present.

Respectfully submitted,

Robert B. Wilcox
President, Altoona Area Foundation



← **RSVPs to JOYCE by March 4** →

School Finance Seminar – March 12

The WASB/WASBO 2013 School Finance Seminar will provide school board members with the finance information needed to govern their districts effectively and efficiently. Learn about the state's school funding system, key deadlines in the district budgeting cycle and relevant statutory changes.

The

seminar will also feature a session on how to build trust with the community around finance and other issues. The WASB and the Wisconsin Association of School Business Officials (WASBO) co-sponsor

the School Finance Seminar.

Day at the Capitol – March 13

Join school board members and administrators from around the state to take our message to the Capitol! On the agenda:

- 2013-15 State Budget
- School Funding Reform
- Student Achievement
- Aligning Costs with Available Revenues

School officials need to make their voices heard and ensure that school districts have the funding and flexibility to meet the needs of their students and maintain quality programs. By working together, we can make a more powerful statement, so be sure your district is represented on this important day.

Schedule At-A-Glance - March 12, 2013

Track 1 -

- 8:30-11am Investing in Wisconsin Public Schools
- WASBO and WASB Consultants
- 11:15am-12:15pm School District Fiscal Audit
- Kathy Guralski, Auditor, DPI School Financial Services
- 12:30-1:15pm Lunch
- 1:30-2:30pm Referendum Process
- Michele Wiberg, Director, Wisconsin Public Finance, PMA Financial Network
 - Bob Borch, Senior Financial Advisor, PMA Financial Network, Inc.
- 2:45-3:45pm Ask the Experts
- Jerry Landmark, Director, DPI School Financial Services
 - Bob Borch, Senior Financial Advisor, PMA Financial Network, Inc.

Track 2 -

- 8:30-11am Understanding Wisconsin School Finance House
- David Carlson, WASB
 - John Kasha, Seymour Community School District
 - Peter Ross, Seymour Community School District
 - Bambi Statz, UW-Whitewater, Association for Equity in Funding
- 11:15am-12:15pm Your Community and Your Budget
- Deb Gurke, Director, WASB Governance and Leadership Development
- 12:30-1:15pm Lunch
- 1:30-2:30pm The School District Budget Cycle
- Ken Mischler, Director of Business Services, Manitowoc Public Schools
 - David Carlson, DPI Retired Director of the School Financial Services Team
- 2:45-3:45pm 2013-15 State Budget Update
- Dan Rossmiller, WASB Government Relations Director
 - Joe Quick, WASB Government Relations Specialist

Schedule at a Glance – March 13, 2013

9am	Welcome <ul style="list-style-type: none">• Patrick Sherman - WASB President
9:05AM	2013-15 State Budget Briefing
9:45am	Legislative Panel
11am	WASB Priorities
11:45am	Lunch/State Superintendent Candidate Forum
1:30pm	Visits with Legislators at the Capitol
1:30pm	Committee Hearings

Additional Workshop: Developing the Climate to Support Student Achievement

Want More? Attend a Workshop on Tuesday, March 12, 6-9 pm
Monona Terrace, Madison - Meeting Room K-P

The climate in most organizations is set at the top. A positive climate results from a leadership culture that appreciates and publicly values the role that each person in the organization plays. In addition, the role that parents and other community members are invited to play contributes greatly to the overall school climate. In this workshop, you will learn and practice skills that will help you develop a climate that supports student achievement.

Deb Gurke, WASB Director of Governance and Leadership Development

Registration Information

WASB/WASBO School Finance Seminar: \$115 per participant

WASB Day at the Capitol: \$85 per participant

WASB/WASBO School Finance Seminar and WASB Day at the Capitol: \$185 per participant

Registration fees include the program, reference materials, coffee break and lunch.

No refunds will be given unless cancellation is received at the WASB Madison office by one week before event date. To cancel, please call 608-257-2622 or toll-free 877-705-4422.



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*

Proposed

SCHOOL DISTRICT OF ALTOONA 2013-2014 CALENDAR

August = 2 Inservice Days

M	T	W	TH	F
19	20	21	22	23
26	27	28	29	30

Aug 28-29 = Inservice days

November = 18 student days

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

Nov 5 = End of 1st Quarter

Nov 22 = End of 1st Trimester

Nov 25 & 26 = Evening conferences

Nov 27-29 = Thanksgiving break

February = 18 student days, 1 inservice day

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

Feb 17 = Inservice day, no school for students

Feb 27 = Evening conferences

Feb 28 = Morning conferences, no school for students

Feb 28 = End of 2nd Trimester

May = 21 student days

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
MD	27	28	29	30

September = 20 student days

M	T	W	TH	F
LD		3	4	5
	9	10	11	12
	16	17	18	19
	23	24	25	26
	30			

October = 22 student days, 1 Inservice Day

M	T	W	TH	F
		1	2	3
				4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

Oct 11 = Inservice day, No school for students

December = 15 student days

M	T	W	TH	F
	2	3	4	5
	9	10	11	12
	16	17	18	19
	23	24	GH	26
	30	31		

Dec 23 - Jan 1 = Winter break

January = 21 student days, 1 inservice day

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

Jan 17 = End of 1st Semester

Jan 20 = Teacher inservice day;

No school for students

March = 16 student days

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

March 17-21 = Spring break

April = 21 student days, 1 inservice day

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

April 1 = End of 3rd Quarter

April 18 = Easter break

April 21 = Inservice day, no school for students

June = 8 student days; 1 inservice day

M	T	W	TH	F
	2	3	4	5
	9	10	11	12

June 11 = Last student day

June 12 = Inservice day

Students = 180 days

Teachers = 190 days

Parent/Teacher Conferences

7 inservice days

3 legal holidays

Make up days if needed June 12-13

Service Contract Estimate 2013-2014



NOTE: Because some service costs are based on projected expenses, some rates may be adjusted during this time period.

Mike Haynes, Administrator
CESA 10
725 W. Park Avenue
Chippewa Falls, WI 54729

Altoona School District

Business Services

Code	Service	Local Cost	Grants	Total
BS 1	Coop Purchasing	880		880
BS 2	Data Processing-Financial Services	0		0
BS 3	Data Processing-Student Services	0		0
BS 4	Data Processing-Lunch Software	0		0
BS 5	Delivery Services	1,300		1,300
<i>Total Business Services</i>		\$2,180	\$0	\$2,180

Educational Technology Services

Code	Service	Local Cost	Grants	Total
ET 1	Leadership	4,300		4,300
ET 2	Consulting and Staff Development	8,725		8,725
ET 3	Distance Learning			
ET 3-1	CADENC <i>HOLD</i>	3,880		3,880
ET 3-2	CWETN	0		0
ET 3-3	Project CIRCUIT	0		0
ET 3-4	WIN	0		0
ET 4	Technical Support Specialist	0		0
ET 5	NIBS	0		0
<i>Total Educational Technology Services</i>		\$16,905	\$0	\$16,905

Facilities Management Services

Code	Service	Local Cost	Grants	Total
FM 1	Environmental Services	2,815		2,815
FM 2	Energy Management	0		0
FM 3	Sustainability Services	0		0
FM 4	Behavior Based Energy Mgmt Services	0		0
FM 5	Bus Routing & Information Mgmt System	0		0
<i>Total Facilities Management Services</i>		\$2,815	\$0	\$2,815

Instructional Services

Code	Service	Local Cost	Grants	Total
IS 1	Leadership	7,625		7,625
IS 2	Alternative Education <i>HOLD</i>	8,728		8,728
IS 3	Career and Technical Education	2,986		2,986
IS 4	Curriculum, Assessment & Instruction Support	0		0
IS 5	District Instructional Support	0		0
IS 6	Gifted and Talented	886		886
IS 7a	Instructional Media Center <i>HOLD</i>	100	11,693	11,793
IS 7b	Big Rivers Library Consortium	0		0
IS 8	PI 34 Support	0		0
IS 9	STEM Leadership	4,444		4,444
IS 10	Accountability Data Services	0		0
<i>Total Instructional Services</i>		\$24,769	\$11,693	\$36,462

Service Contract Estimate 2013-2014

Altoona School District

Special Education Services

Code	Service	Local Cost	Grants	Total
SE 1	Leadership	0		0
SE 2	Administration Support	0		0
SE 3	Foster Grandparents	0		0
SE 4	Hearing Impaired Services			
SE 4a	HI Teacher	0		0
SE 4b	Educ. Interpreter/Aide	0		0
SE 4c	Educ. Audiology - Basic	3,013		3,013
SE 4d	Educ. Audiology - Services	6,114		6,114
SE 5	In-District Personnel			
SE 5a	Learning Disabilities	16,980		16,980
SE 5b	EBD	29,711		29,711
SE 5c	Early Childhood	0		0
SE 5d	Speech/Language	218,041		218,041
SE 5e	CDB	0		0
SE 5f	Cross Categorical	0		0
SE 5g	School Social Worker	0		0
SE 5h	School Nurse	0		0
SE 6	Nursing Services	0		0
SE 7	Occupational Therapy	0		0
SE 8	Physical Therapy	0		0
SE 9	Professional Development	HOLD 0	4,000	4,000
SE 10	Program Consultation	0		0
SE 11	School Psychologist Services	82,002	15,505	97,507
SE 11b	School Psychologist Support	0	5,000	5,000
SE 12	Vision-Impaired Services	0		0
Total Special Education Services		\$355,861	\$24,505	\$380,366

Total Services:	\$402,530	\$36,198	\$438,728
Average Daily Membership (ADM):	\$2,914		\$2,914
TOTAL COSTS:	\$405,444	\$36,198	\$441,642

NOTE: Because some service costs are based on projected expenses, some rates may be adjusted during this time period.

Mike Haynes, Administrator
 CESA 10
 725 W. Park Avenue
 Chippewa Falls, WI 54729

Signature

Date

Community Impact Statement

Hillcrest Development

This document is intended to meet the requirements of Chapter 18.06 of Altoona Municipal Code with specific regard to submittal of a Community Impact Statement (CIS). It is also intended to meet the requirements of Chapter 19.64.160 (4), which requires an economic analysis for Planned Community Development zoning. The CIS is to include a statement regarding the impact which the proposed plat will have on the demand for City and school district services including a ten (10) year projection of revenues and additional expenses which will be incurred by the City and School District.

For the purposes of the CIS, the City assumed a 12 year buildout even though the builder believes the development will be completed in 10 years—this is intentional to reflect a more conservative revenue forecast. The attached development pro forma shows, generally, development coming online in even increments over the 12 year buildout schedule. The exceptions are the first tax collection year (2015) and fifth year (2019). The first tax year is different (lower) because a full 2013 construction season is not anticipated due to infrastructure construction, and 2019 reflects the phase II plat being finalized, which will increase property values.

School District Impact

The City conducted an analysis to determine the average number of students per household in Altoona and found the average to be .53 students per residential dwelling unit including all types of housing. This is based on an existing housing mix of and 45% multifamily apartments, mobile homes, twin homes and duplexes and 55% detached single family homes. However, the mix of multifamily to single family detached residential units (excluding the senior units) planned for the Hillcrest development is 53% multi-family and 47% single family detached dwellings. Therefore, the number of students per household anticipated was adjusted downward from .53/household to .5 per household to reflect the higher proportion of multifamily dwelling units anticipated.

Based on the total number of 380 dwelling units anticipated, the number of new students expected in the Hillcrest Development is 190 at the end of twelve years. This addition of students would result in a total increase in State aid and local tax levy allowed of \$1,737,740 based on the current cap of \$9,146 per student. Please see the attached spreadsheet for a detailed summary of the additional State revenue anticipated by year.

The additional per student revenue is added to other revenue sources including grants, fees, xxx to cover the current cost of \$1,350 per student per year. The additional revenue improves the school district's financial position to the extent that economies of scales are gained by spreading the fixed costs out over more students (and resulting additional revenue) However, if adding students results in the need to add to the fixed costs, such as having to build new classrooms or hire an additional teacher, the school district's financial position could worsen.

The anticipated incremental property taxes that will be generated by the new development is also reflected on the attached spreadsheet. The Developer anticipates \$119,200,000 of new tax base at the end of twelve years, which is reflected on an annual basis according to the anticipated buildout schedule. The Altoona School levy portion, at the end of 12 years is anticipated to be \$774,592. However, because the per student revenue allowed is capped, and is a combination of state aids and local tax levy, the revenue available to the school will not actually increase. However the mil rate levied by the District will decrease, putting the District in a better position to go out for a referendum if needed.

City Impact

Revenue:

As noted above, the proposed development is anticipated to build out in 12 years and create additional total increment of \$119,200,000. This will generate approximately \$2,512,512 in additional property taxes with \$774,592 to the City based on current mil rates.

Cost:

The Huddleston study included in the River Prairie Framework Development plan estimates the cost to a city of development at \$209.34 per resident added for residential development, and \$7.32 per \$1,000 improvement value for commercial development. Therefore the anticipated additional cost to the City is computed as follows:

Residential

500 units X 2.3 residents per unit = 1150 new residents

1150 new residents X \$209.34 = \$240,741 (anticipated additional cost from residential development)

Commercial

\$10,000,000 anticipated commercial value / 1000 = 10,000

10,000 X \$7.32 = \$73,200

Total Anticipated Impact:

Residential \$240,741

Commercial \$73,200

Total Cost \$313,941

Total Revenue \$774,592

Net Annual Revenue \$313,941 (at buildout)

Other Taxing Jurisdictions

Provided below is the anticipated new tax revenue by jurisdiction that will be generated after full buildout. However, please note, each taxing jurisdiction is subject to specific rule regarding how new increment may be used. For example, I understand that CVTC is capped at a specific amount of tax funding that may be collected. Therefore, if valuation is increased, the levy is reduce to keep collections level.

State of WI	\$19,072
Eau Claire County	\$460,112
CVTC	\$202,640

Current Parcel #	Retired Parcel # as of 12/31/2011	Acreage	Assessed Value	Fair Market Value	2012 Net Tax	School District
201-1044-08-010		20.13	\$ 84,500.00	\$ 81,400.00	\$ 1,674.94	Altoona
201-1045-05-000		3.27	\$ 120,300.00	\$ 115,900.00	\$ 2,320.75	Altoona
201-1050-02-010		29.81	\$ 2,590,500.00	\$ 2,495,500.00	\$ 51,284.39	Altoona
201-1050-08-010		8.61	\$ 34,400.00	\$ 33,100.00	\$ 681.87	Altoona
201-1050-08-020		19.66	\$ 78,600.00	\$ 75,700.00	\$ 1,557.99	Altoona
201-1051-01-010	201-1050-10-010	11.77	\$ 49,500.00	\$ 47,700.00	\$ 981.17	Altoona
201-1051-01-020	201-1050-10-020	4.23	\$ 17,700.00	\$ 17,100.00	\$ 350.84	Altoona
201-1051-01-500	201-1050-10-030	12.35	\$ 51,900.00	\$ 50,000.00	\$ 1,050.64	Eau Claire
201-1051-02-500	201-1051-02-020	27.00	\$ 113,400.00	\$ 109,200.00	\$ 2,295.62	Eau Claire
201-1054-02-010		15.92	\$ 157,100.00	\$ 151,300.00	\$ 3,113.57	Eau Claire
201-2217-10-010		0.07	\$ 300.00	\$ 300.00	\$ 5.95	Altoona
201-1051-02-050	201-1051-02-010	0.19	\$ 900.00	\$ 900.00	\$ 17.84	Altoona
Total		153.013	\$ 3,299,100.00	\$ 3,178,100.00	\$ 65,335.57	

TOWN OF WASHINGTON PARCELS

Current Parcel #	Retired Parcel # as of 12/31/2011	Acreage	Assessed Value	Fair Market Value	2012 Net Tax	School District
024-1223-08-000		5.2	\$ 9,400.00	\$ 9,400.00	\$ 157.19	Eau Claire
024-1233-05-010		6.00	\$ 10,800.00	\$ 10,800.00	\$ 180.60	Eau Claire

Fd	T	Loc	Obj	Func	Func	2012-13		2012-13	Unexpended	
						Original Budget	Revised Budget	FY Activity	Balance	
10	E	---	---	11	---	UNDIFF CURRICULUM	2,972,373.00	2,972,373.00	1,428,357.96	1,544,015.04
10	E	---	---	12	---	REGULAR CURRICULUM	4,136,442.00	4,136,442.00	1,769,211.00	2,367,231.00
10	E	---	---	13	---	VOCATIONAL CURRICULUM	372,396.00	372,396.00	168,190.18	204,205.82
10	E	---	---	14	---	PHYSICAL CURRICULUM	368,655.00	368,655.00	163,550.40	205,104.60
10	E	---	---	16	---	CO-CURRICULAR ACTIVITIES	216,794.00	216,794.00	99,159.48	117,634.52
10	E	---	---	17	---	SPECIAL NEEDS	95,474.00	95,474.00	42,453.37	53,020.63
10	E	---	---	21	---	PUPIL SERVICES	478,341.00	478,341.00	236,134.92	242,206.08
10	E	---	---	22	---	INSTRUCTIONAL STAFF SERVICES	836,052.00	836,052.00	438,735.81	397,316.19
10	E	---	---	23	---	GENERAL ADMINISTRATION	357,154.00	357,154.00	200,300.21	156,853.79
10	E	---	---	24	---	SCHOOL BUILDING ADMINISTRATION	721,311.00	721,311.00	371,746.73	349,564.27
10	E	---	---	25	---	BUSINESS ADMINISTRATION	2,457,275.00	2,457,275.00	1,337,950.53	1,119,324.47
10	E	---	---	26	---	CENTRAL SERVICES	78,897.00	78,897.00	26,235.42	52,661.58
10	E	---	---	27	---	INSURANCE/DISTRICT	153,700.00	153,700.00	119,155.55	34,544.45
10	E	---	---	28	---	DEBT SERVICES - SHORT TERM	50,300.00	50,300.00	333.34	49,966.66
10	E	---	---	29	---	OTHER SUPPORT SERVICES	11,914.00	11,914.00	7,122.60	4,791.40
10	E	---	---	41	---	INTERFUND TRANSFERS	1,365,098.00	1,365,098.00	239.25	1,364,858.75
10	E	---	---	43	---	GENERAL TUITION PAYMENTS	892,475.00	892,475.00	335,359.39	557,115.61
10	-	---	---	-----	---	GENERAL	15,564,651.00	15,564,651.00	6,744,236.14	8,820,414.86
21	E	---	---	11	---	UNDIFF CURRICULUM	275.00	275.00	649.99	-374.99
21	E	---	---	12	---	REGULAR CURRICULUM	1,217.00	1,217.00	89.31	1,127.69
21	E	---	---	16	---	CO-CURRICULAR ACTIVITIES	210.00	210.00		210.00
21	E	---	---	17	---	SPECIAL NEEDS			60.00	-60.00
21	E	---	---	21	---	PUPIL SERVICES	7,790.00	7,790.00	8,208.29	-418.29
21	E	---	---	22	---	INSTRUCTIONAL STAFF SERVICES	2,101.00	2,101.00	300.00	1,801.00
21	E	---	---	26	---	CENTRAL SERVICES	268.00	268.00		268.00
21	-	---	---	-----	---	SPECIAL REVENUE TRUST FUND	11,861.00	11,861.00	9,307.59	2,553.41
27	E	---	---	15	---	SPECIAL ED CURRICULUM	1,584,621.00	1,584,621.00	749,466.78	835,154.22
27	E	---	---	21	---	PUPIL SERVICES	259,540.00	259,540.00	202,550.16	56,989.84
27	E	---	---	22	---	INSTRUCTIONAL STAFF SERVICES	160,431.00	160,431.00	65,768.61	94,662.39
27	E	---	---	25	---	BUSINESS ADMINISTRATION	37,206.00	37,206.00	14,259.06	22,946.94
27	E	---	---	43	---	GENERAL TUITION PAYMENTS	387,859.00	387,859.00	270,504.28	117,354.72
27	E	---	---	49	---	OTHER NON-PROGRAM TRANSACTIONS	9,000.00	9,000.00	9,024.14	-24.14
27	-	---	---	-----	---	SPECIAL EDUCATION FUND	2,438,657.00	2,438,657.00	1,311,573.03	1,127,083.97
38	E	---	---	28	---	DEBT SERVICES - SHORT TERM	13,341.00	13,341.00		13,341.00
38	-	---	---	-----	---	NON-REFERENDUM DEBT	13,341.00	13,341.00		13,341.00
39	E	---	---	28	---	DEBT SERVICES - SHORT TERM	3,209,631.00	3,209,631.00	80,393.75	3,129,237.25
39	-	---	---	-----	---	REFERENDUM APPROVED DEBT SERV	3,209,631.00	3,209,631.00	80,393.75	3,129,237.25
50	E	---	---	25	---	BUSINESS ADMINISTRATION	721,003.00	721,003.00	313,500.83	407,502.17
50	E	---	---	27	---	INSURANCE/DISTRICT	12,100.00	12,100.00	12,070.00	30.00
50	-	---	---	-----	---	FOOD SERVICE	733,103.00	733,103.00	325,570.83	407,532.17
73	E	---	---	42	---	Fiduciary Fund Expenditures	753,000.00	753,000.00	164,855.00	588,145.00
73	-	---	---	-----	---	Employee Benefit Trust Fund	753,000.00	753,000.00	164,855.00	588,145.00
80	E	---	---	12	---	REGULAR CURRICULUM	1,810.00	1,810.00	342.63	1,467.37
80	E	---	---	16	---	CO-CURRICULAR ACTIVITIES	53,210.00	53,210.00	29,787.18	23,422.82
80	E	---	---	25	---	BUSINESS ADMINISTRATION	4,283.00	4,283.00	2,359.72	1,923.28
80	E	---	---	31	---	COMMUNITY SERVICE	24,751.00	24,751.00	4,529.42	20,221.58
80	-	---	---	-----	---	COMMUNITY SERVICE	84,054.00	84,054.00	37,018.95	47,035.05
Grand Expense Total							22,808,298.00	22,808,298.00	8,672,955.29	14,135,342.71

Fd	T	Loc	Obj	Func	Func	2012-13 Original Budget	2012-13 Revised Budget	2012-13 FY Activity	Unexpended Balance
----	---	-----	-----	------	------	----------------------------	---------------------------	------------------------	-----------------------

Number of Accounts: 1767

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

Fd	T	Loc	Obj	Fu	Src	2012-13	2012-13	2012-13	Unexpended
						Original Budget	Revised Budget	FY Activity	Balance
10	R	800	21-	--	TAXES	1,768,127.00	1,768,127.00	1,283,739.02	484,387.98
10	R	800	26-	--	NON-CAPITAL SALES	2,000.00	2,000.00	38.00	1,962.00
10	R	800	27-	--	SCHOOL ACTIVITY-INCOME	34,700.00	34,700.00	24,378.80	10,321.20
10	R	800	28-	--	INTEREST ON INVESTMENT	1,000.00	1,000.00	1,373.79	-373.79
10	R	800	29-	--	OTHER REVENUES-LOCAL SOURCES	24,380.00	24,380.00	20,651.90	3,728.10
10	R	800	34-	--	GRANTS-OTHER SCHOOL DISTRICTS	1,085,975.00	1,085,975.00		1,085,975.00
10	R	800	51-	--	TRANSIT OF AIDS-INTERMED SRCES	63,387.00	63,387.00		63,387.00
10	R	800	54-	--	PAYMENT FOR SERVICES	800.00	800.00	800.00	
10	R	800	61-	--	STATE AID-CATEGORICAL	68,000.00	68,000.00	19,406.00	48,594.00
10	R	800	62-	--	STATE AID-GENERAL	9,810,578.00	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	10,000.00	
10	R	800	65-	--	SAGE GRANT	455,000.00	455,000.00	279,610.38	175,389.62
10	R	800	69-	--	OTHER REVENUE - STATE SOURCES	15,037.00	15,037.00		15,037.00
10	R	800	75-	--	TITLE I	210,538.00	210,538.00	70,003.79	140,534.21
10	R	800	86-	--	SALES OF FIXED ASSETS	290,000.00	290,000.00	293,000.00	-3,000.00
10	R	800	96-	--	ADJUSTMENTS	19,500.00	19,500.00		19,500.00
10	R	800	97-	--	REFUND OF DISBURSEMENT	37,000.00	37,000.00	37,259.38	-259.38
10	R	800	99-	--	Other Miscellaneous Revenue	1,600.00	1,600.00	2,679.43	-1,079.43
10	R	---	---	--	Revenue	13,897,622.00	13,897,622.00	5,895,012.49	8,002,609.51
10	-	---	---	--	GENERAL	13,897,622.00	13,897,622.00	5,895,012.49	8,002,609.51
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		1,365,098.00
27	R	800	31-	--	TRANSIT OF AIDS-INTERDISTRICT	25,469.00	25,469.00		25,469.00
27	R	800	34-	--	GRANTS-OTHER SCHOOL DISTRICTS	37,650.00	37,650.00	25,178.87	12,471.13
27	R	800	51-	--	TRANSIT OF AIDS-INTERMED SRCES	267,349.00	267,349.00		267,349.00
27	R	800	61-	--	STATE AID-CATEGORICAL	436,500.00	436,500.00	265,416.00	171,084.00
27	R	800	62-	--	STATE AID-GENERAL	7,365.00	7,365.00		7,365.00
27	R	800	73-	--	SPECIAL PROJECTS GRANTS	299,226.00	299,226.00	81,650.84	217,575.16
27	R	---	---	--	Revenue	2,438,657.00	2,438,657.00	372,245.71	2,066,411.29
27	-	---	---	--	SPECIAL EDUCATION FUND	2,438,657.00	2,438,657.00	372,245.71	2,066,411.29
38	R	800	29-	--	OTHER REVENUES-LOCAL SOURCES	12,000.00	12,000.00	8,478.00	3,522.00
38	R	---	---	--	Revenue	12,000.00	12,000.00	8,478.00	3,522.00
38	-	---	---	--	NON-REFERENDUM DEBT	12,000.00	12,000.00	8,478.00	3,522.00
39	R	800	21-	--	TAXES	3,100,000.00	3,100,000.00		3,100,000.00
39	R	800	28-	--	INTEREST ON INVESTMENT			70.67	-70.67
39	R	---	---	--	Revenue	3,100,000.00	3,100,000.00	70.67	3,099,929.33
39	-	---	---	--	REFERENDUM APPROVED DEBT SERV	3,100,000.00	3,100,000.00	70.67	3,099,929.33
50	R	800	25-	--	FOOD SERVICE SALES	300,300.00	300,300.00	178,012.52	122,287.48
50	R	800	28-	--	INTEREST ON INVESTMENT	180.00	180.00		180.00
50	R	800	61-	--	STATE AID-CATEGORICAL	19,600.00	19,600.00		19,600.00
50	R	800	71-	--	FEDERAL AID-CATEGORICAL	350,000.00	350,000.00	108,188.76	241,811.24
50	R	800	73-	--	SPECIAL PROJECTS GRANTS	2,000.00	2,000.00		2,000.00
50	R	---	---	--	Revenue	672,080.00	672,080.00	286,201.28	385,878.72
50	-	---	---	--	FOOD SERVICE	672,080.00	672,080.00	286,201.28	385,878.72
73	R	800	28-	--	INTEREST ON INVESTMENT	9,000.00	9,000.00	6,936.27	2,063.73
73	R	800	95-	--	Contributions to Emp Benefits	695,000.00	695,000.00		695,000.00
73	R	---	---	--	Revenue	704,000.00	704,000.00	6,936.27	697,063.73
73	-	---	---	--	Employee Benefit Trust Fund	704,000.00	704,000.00	6,936.27	697,063.73

Fd	T	Loc	Obj	Fu	Src	2012-13	2012-13	2012-13	Unexpended
						Original Budget	Revised Budget	FY Activity	Balance
80	R	800	21-	--	TAXES	50,000.00	50,000.00		50,000.00
80	R	---	---	--	Revenue	50,000.00	50,000.00		50,000.00
80	-	---	---	--	COMMUNITY SERVICE	50,000.00	50,000.00		50,000.00
<hr/>									
Grand Revenue T						20,874,359.00	20,874,359.00	6,579,528.19	14,294,830.81

Number of Accounts: 73

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