



School District of Altoona

1903 Bartlett Avenue Altoona, WI 54720
715-839-6032 715-839-6066 FAX

Dr. Connie Biedron, Superintendent

www.altoona.k12.wi.us

ALTOONA BOARD OF EDUCATION
Regular Meeting
Altoona Commons Addition
April 8, 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. March 18, 2013 Regular Meeting
 - b. March 19, 2013 Special Meeting
 - c. March 20, 2013 Special Meeting, 8:30 a.m.
 - d. March 20, 21013 Special Meeting, 3:45 p.m.
 - e. April 4, 2013 Special Meeting
7. Public Participation (All remarks are to be addressed to the Board; discussion among citizens present is not permitted. Board members may ask questions of a speaker; however, no formal deliberations are allowed at this time.)
 - a. Non-Agenda items - public comment and concern
 - b. Agenda items - public comment and concern
8. Treasurer's Report
 - a. Approval of Checks for Payment
 - (1) General fund checks totaling \$717,658.17
 - (2) Student activity fund checks totaling \$3,548.62
 - (3) Debt Service checks totaling \$670,393.75
9. School Showcase
 - a. Student Representative's Update
 - b. Academic and Behavioral RtI: How Pedersen is Pulling it Together
10. Information.
 - a. Committee Reports
 - b. General Information
 - (1) School Board Election Results, Robin Elvig, Clerk
 - (2) Policy Development: Policy 527 – Grievance Procedure, Policy 522.71– Electronic Media and Social Media

Altoona Board of Education, April 8, 2013

- c. President's Report
 - (1) WASB Region 4 Legislative Meeting, April 15
 - (2) WASB New School Board Member Gathering, April 16
 - (3) WASB Spring Academy, May 4
 - d. Superintendent's Report
 - (1) Coffee with Connie, April 6
 - (2) Grand Opening Tenth Street Tennis Courts, April 20
 - (3) Workers Compensation Dividend
 - (4) Transforming Wisconsin Classrooms Grant – Starting with a Clean (Interactive) Slate
 - (5) Proposed Technology Priorities
 - (6) Project Based Learning School Update
 - (7) Facilities Study Process
 - (8) Other Meetings and Events
11. Board Action after Consideration and Discussion
- a. Consider Resignation of High School English/Language Arts Teacher
 - b. Consider Resignation of Boys Varsity Basketball Coach
 - c. Consider Resignation of Assistant Softball Coach
 - d. Consider Resignation of Odyssey of the Mind Coach
 - e. Consider Resignation of Odyssey of the Mind Coach
 - f. Consider Recommendation to Employ Elementary School Principal
 - g. Consider Approval of Contract for Elementary School Principal
 - h. Consider Recommendation to Employ High School/Middle School Dean of Students
 - i. Consider Approval of Contract for Dean of Students
 - j. Consider Recommendation to Increase Counseling Department Staffing to Full-Time
 - k. Consider Elementary Position Eliminations and Resulting Lay-offs
 - l. Consider Final Adoption of Policy 521.1 Staff Communications and Lines of Responsibility
 - m. Consider Initial Adoption of Policy 345.64 Physical Education Credit Option
 - n. Consider Amendment of Policy 527 – Grievance Procedures
 - o. Consider Proclamation Supporting the 2013 Eau Claire County Campaign “Start Talking – Silence is Permission
 - p. Consider Proceeding with Boiler Replacement Project
 - q. Consider Approval of Proposal for Architectural Services Facility Study
12. Adjournment

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

ALTOONA SCHOOL BOARD AGREEMENT

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

Adopted: 9/19/11

Amended: 1/21/13



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ALTOONA BOARD OF EDUCATION
Regular Meeting
Altoona Commons Addition
March 18, 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
Megan Netzinger, Student Representative
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. February 28, 2013 Special Meeting. Motion by Elvig to approve the February 28 minutes as presented, seconded by Hilger. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0. b. March 4, 2013 Regular Meeting. Motion by Rowe to approve the March 4 minutes as presented, seconded by Elvig. Rowe, yes; Hilger, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0. c. March 6, 2013 Special Meeting. Motion by Elvig to approve the March 6 minutes as presented, seconded by Hilger. Hilger, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. (1) Dave Rowe mentioned that the next Regular Meeting is scheduled for the second Monday of the month on April 8. (2) Dave Rowe also mentioned that high school band students will leave on their trip to Orlando on Saturday morning. (3) Helen Drawbert recognized Any Riechers for 11 seasons as high school boys' basketball coach. (4) Helen Drawbert emailed thank you notes to legislators for participating in the March 4 forum. She had responses back from Representatives Petryk and Wachs. Dan Rossmiller, WASB Director of Government Relations, suggested that board members follow-up with legislators in small groups to educate them on the impact of vouchers. (5) Dr. Biedron attended and enjoyed music events at all levels. (6) Dave Rowe acknowledged Don Crane for taking-on the accompanist-role at the middle school concert. b. Agenda items - public comment and concern. None.

8. Treasurer's Report. a. Approval of Checks for Payment. Motion by Elvig to approve general fund checks totaling \$ 592,778.73 and student activity fund checks totaling \$8,435.00 as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0. b. Approval of Treasurer's Report. Motion by Rowe to approve the Treasurer's Report as presented, seconded by Elvig. Rowe, yes; Hilger, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0.
9. Information. **a. Policy Development.** (1) Policies for Discussion. The following were discussed: Policy 345.64 – Physical Education Credit Option, Policy 841 and 841-Rule – Sponsorships. **b. President's Report.** (1) WASB Spring Academy. The WASB Spring Academy will be held in Waukesha on May 4. An introductory-track for new board members, as well as in-depth sessions for experienced board members will be offered. To register, board members should let Joyce know by April 22. (2) Special Board Meetings this Week. Several additional meetings scheduled for March 19 and 20 were reviewed. **c. Superintendent's Report.** (1) Coffee with Connie for Staff. Coffee with Connie sessions for staff were held last week. (2) Project-Based Learning (PBL) School. Jennifer Bain will be joining the PBL team. An onsite visit to Blair-Taylor is planned. (3) ASCD Conference. Dr. Biedron shared highlights from the ASCD Conference she attended in Chicago, March 16-18. Freeman Hrabowski, president of the University of Maryland Baltimore County was one of the keynote speakers. (4) Elementary Principal Search Update. Three finalists were selected following the March 13 initial interviews with six candidates. The finalists will participate in the phase 2 process on March 19. In conjunction with the interviews, the candidates will also participate in public forum starting at 5:00 p.m. in the high school auditorium. (5) Monthly Enrollment Report. Student enrollments as of February 8 were reviewed: Pedersen, 681; middle school, 431; and high school, 442; for a district total of 1554. (6) Monthly Budget Update. Expenditure and revenue reports as of March 13 were reviewed. (7) High School/ Middle School Boiler Study and Boiler Replacement Recommendation. A high school/middle school boiler study report prepared by Kages-Faulconbridge, Inc. Engineers was reviewed. They recommend a plan that includes replacing existing equipment with condensing boilers at an estimated cost of \$172,595. (See 10.h.) (8) Other Meetings and Events. Dr. Biedron also reviewed the following: a meeting with the Class Offerings Committee and upcoming webinar scheduled for April 2; an announcement from Deb Gurke that she is available as a consultant; a review of the March 7 visit with Japanese grad students; an Altoona Area Foundation meeting last week; legislative meetings and training in Elk Mound on April 8.
10. Board Action after Consideration and Discussion. a. Consider Resignation of High School English/ Language Arts Teacher. Motion by Elvig to accept the resignation of Lori Weinmeiseter, high school English/language arts teacher at year-end, seconded by Rowe. Hilger, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0. b. Consider Recommendation to Fill Coach/Advisor Positions 2012/13. Motion by Elvig to approve the recommendations to fill coach/advisor positions for the 2012/13 season as presented: Paul Meznarich, high school girls' track assistant; Wendy Bresina, middle school girls' track; and Ariel Gillespie, middle school boys' track, seconded by Hilger. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0. c. Consider Staffing Recommendations for Summer Programs 2013. Motion by Rowe to approve summer program staffing pending student registrations, as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0. d. Consider Youth Options Intention List for Fall Semester 2013/14. Motion by Elvig to approve the Youth Options Intention List for the fall semester 2013/14 as presented, seconded by Rowe. Hilger, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0. e. Consider 66.0301 Cooperative Agreement Regarding the McKinley Charter School for 2013/14. Motion by Rowe to approve the 66.0301 Agreement for 2013/14 as presented, seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0. f. Consider Final Adoption of Policy 538.1 – Coach/Advisor Evaluation Process. Motion by Rowe to approve final adoption of Policy 538.1 as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0.

g. Consider Approval of 538.1-Rule – Coach/Advisor Evaluation Process. Motion by Elvig to approve 538.1-Rule as presented, seconded by Rowe. Hilger, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0. h. Consider Proceeding with Boiler Replacement Project. Motion by Rowe to postpone, seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0.

11. Adjournment. Motion by Elvig to adjourn at 8:04 p.m., seconded by Rowe. Rowe, yes; Hilger, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, April 8, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

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ALTOONA BOARD OF EDUCATION

Special Meeting
District Board Room
March 19, 2013
8:30 a.m.

1. The Special Meeting of the Altoona Board of Education was called to order by Board President Helen Drawbert at 8:34 a.m. in the District board room.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President
Robin E. Elvig, Vice President/Clerk
Michael J. Hilger, Treasurer
David A. Rowe, Member
Dr. Connie M. Biedron, Superintendent
Joyce Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. Posting places are noted: Altoona City Hall, Altoona Post Office, school district office, and school offices.
4. Facilities Study Presentations by Architect Firms. SEH and TCI Architects made separate presentations to the board highlighting their background, experience, and how they would conduct a facility study process in our district to identify needs and options to address the needs. Their timelines and “fees” processes were also discussed.
5. Professional Educator Handbook Development. Teacher feedback from the January 6 meeting was reviewed. Sections starting with Professional Duties were reviewed and revisions made. The process for tomorrow afternoon’s meeting was discussed.
6. Adjournment. Motion by Rowe to adjourn at 1:49 p.m., seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0.

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Joyce M. Orth CAP, Board Secretary

District Clerk

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ALTOONA BOARD OF EDUCATION

Special Meeting
District Board Room
March 20, 2013
8:30 a.m.

1. The Special Meeting of the Altoona Board of Education was called to order by Board President Helen Drawbert at 8:34 a.m. in the District board room.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President
Robin E. Elvig, Vice President/Clerk
Michael J. Hilger, Treasurer
David A. Rowe, Member
Dr. Connie M. Biedron, Superintendent
Joyce Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. Posting places are noted: Altoona City Hall, Altoona Post Office, school district office, and school offices.
4. Facilities Study Presentations by Architect Firms. SDS and adg Architects made separate presentations to the board highlighting their background, experience, and how they would conduct a facility study process in our district to identify needs and options to address the needs. Their timelines and "fees" processes were also discussed.
5. Debriefing and Discuss Next Steps. The board reviewed the presentations made by SEH and TCI (on March 19) and SDS and adg today. Architectural Design Group (adg) was selected to proceed with the facilities study process.
6. Adjournment. Motion by Rowe to adjourn at 11:42 a.m., seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 4-0.

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Joyce M. Orth CAP, Board Secretary

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ALTOONA BOARD OF EDUCATION
Special Meeting
Altoona High School Library Media Center
March 20, 2013
3:45 p.m.

1. The Special Meeting of the Altoona Board of Education was called to order by Board President, Helen Drawbert at 3:47 p.m. in the Altoona High School Library Media Center.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President
Robin E. Elvig, Vice President/Clerk
Michael J. Hilger, Treasurer
David A. Rowe, Member
Dr. Connie M. Biedron, Superintendent
Joyce Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. Posting places are noted: Altoona City Hall, Altoona Post Office, school district office, and school offices.
4. Professional Educator Handbook Development. The revisions made to the Handbook were reviewed with the Professional Educators (teachers) in attendance. As the next step, it will be sent to legal for their review.
5. Adjournment. Motion by Elvig to adjourn at 4:25 p.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, April 8, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce Orth, Board Secretary

District Clerk

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CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
03/14/2013	128840	10 E 800 355 263300 000	AT&T	TELEPHONE - ACCOUNT 1000-937-8885		53.38
				Totals for 128840		53.38
03/14/2013	128841	10 E 800 310 263300 000	CENTURYLINK - BUSINESS SERVICES	Long Distance Telephone Service ACCOUNT 84689665		28.00
				Totals for 128841		28.00
03/14/2013	128842	10 E 100 411 110000 000	CULLIGAN WATER SERVICE	WATER DELIVERY		23.40
				Totals for 128842		23.40
03/14/2013	128843	10 E 800 310 252105 000	DIVERSIFIED BENEFIT SERVICES INC	ADMINISTRATIVE SERVICES, MAILINGS		689.46
				Totals for 128843		689.46
03/14/2013	128844	10 E 800 358 221910 000	GOOGLE, INC.	GMail/Postini archiving and discovery services		13.75
				Totals for 128844		13.75
03/14/2013	128845	10 E 100 342 110102 000	KAISER, ARIANA	Mileage for driving to and from the PEC conference on March 5-7		158.20
				Totals for 128845		158.20
03/14/2013	128847	10 E 400 572 256740 000	KRUG'S MOTOR COACH SERVICE	COLBY CHOIR COMPETITION		1,120.00
03/14/2013	128847	10 E 400 572 256740 000	KRUG'S MOTOR COACH SERVICE	Show Choir - HOLMEN - 2 BUSES		1,250.00
03/14/2013	128847	10 E 400 572 256740 000	KRUG'S MOTOR COACH SERVICE	Show Choir MONONA GROVE		1,170.00
03/14/2013	128847	10 E 400 572 256740 000	KRUG'S MOTOR COACH SERVICE	Show Choir - LACROSSE - 2 BUSES		1,580.00
03/14/2013	128847	10 E 400 572 256740 000	KRUG'S MOTOR COACH SERVICE	Show Choir ONALASKA		569.00
03/14/2013	128847	10 E 400 572 256740 000	KRUG'S MOTOR COACH SERVICE	Show Choir - ONALASKA		569.00
				Totals for 128847		6,258.00
03/14/2013	128848	27 E 700 411 158730 341	MAYER-JOHNSON, LLC	boardmaker program		399.00
				Totals for 128848		399.00
03/14/2013	128849	10 E 700 411 172000 000	QUILL CORPORATION	Inkjet Back Cartridge - HP printer		31.07
				Totals for 128849		31.07
03/14/2013	128850	10 E 400 320 254410 000	SCHMITT MUSIC CENTERS	repair of district owned tenor sax		65.00
03/14/2013	128850	10 E 200 320 254410 000	SCHMITT MUSIC CENTERS	Bundy flute repair		52.00
				Totals for 128850		117.00
03/14/2013	128851	10 E 400 411 126000 000	SCIENCE MUSEUM OF MINNESOTA	admission to minnesota science museum CONSTITUENT ID: 591379		300.00
				Totals for 128851		300.00
03/14/2013	128852	10 E 800 342 252000 000	SOFTWARE & SERVICE USER GROUP, INC	SOFTWARE AND SERVICE USER GROUP - CONF REG		145.00
				Totals for 128852		145.00
03/22/2013	128853	10 L 000 000 811680 000	OKLAHOMA DEPARTMENT OF HUMAN SERVIC	Payroll accrual		74.91

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	
	NUMBER	NUMBER		DESCRIPTION	AMOUNT
				Totals for 128853	74.91
03/22/2013	128854	10 L 000 000 811680 000	WI SCTF	Payroll accrual	187.50
03/22/2013	128854	10 L 000 000 811680 000	WI SCTF	Payroll accrual	46.98
03/22/2013	128854	27 L 000 000 811680 000	WI SCTF	Payroll accrual	7.02
				Totals for 128854	241.50
03/22/2013	128855	50 E 800 320 257220 000	CERTIFIED REFRIG & MECHANICAL C/O A	repair of high school 2 door reach in refrigerator	631.26
				Totals for 128855	631.26
03/22/2013	128856	50 R 800 251 257220 000	TOSSETH, DEAN	FS refund	43.90
				Totals for 128856	43.90
03/19/2013	128857	10 E 800 310 221400 000	AMERICAN RED CROSS	Administrative fees for CPR/AED, First Aid certification.	133.00
				Totals for 128857	133.00
03/19/2013	128858	80 E 200 411 124000 706	COOPER ENGINEERING %BRAD VOLKER, PE	State competetion-mileage, food, room	36.50
				Totals for 128858	36.50
03/19/2013	128859	10 E 800 320 254200 000	EAU CLAIRE COUNTY HIGHWAY DEPT	salt/sand for sidewalks and parking lot. ACCOUNT 53340	810.09
				Totals for 128859	810.09
03/19/2013	128860	10 E 800 310 254200 000	FAMILY STATIONS, INC.	TOWER - JULY - DEC 2012	164.17
				Totals for 128860	164.17
03/19/2013	128861	10 E 200 411 254300 000	GLOBAL INNOVATIONS COTERIE LLC	purchase School Safe Lock down devices for doors	105.40
				Totals for 128861	105.40
03/19/2013	128862	10 E 100 310 110400 000	HANKE, TERRIE	Iditarod presentation for the fourth grade. Please cut a check and send down to Sandy Irwin before Thursday, March 21, 2013	50.00
				Totals for 128862	50.00
03/19/2013	128863	10 E 400 411 254300 000	J.H. LARSON COMPANY	fluorescent bulbs. water lines.	42.35
03/19/2013	128863	10 E 400 411 254300 000	J.H. LARSON COMPANY	BATTERY	30.62
				Totals for 128863	72.97
03/19/2013	128864	27 E 700 411 158510 341	PETTY CASH FUND	Petty Cash for Cooking	98.77
				Totals for 128864	98.77
03/19/2013	128865	10 E 100 411 254300 000	PILTZ GLASS AND MIRROR INC	GLASS IN DOOR - TUNNEL BETWEEN MS - HS	52.33
03/19/2013	128865	10 E 200 411 254300 000	PILTZ GLASS AND MIRROR INC	GLASS IN DOOR - TUNNEL BETWEEN MS - HS	52.33
03/19/2013	128865	10 E 400 411 254300 000	PILTZ GLASS AND MIRROR INC	GLASS IN DOOR - TUNNEL BETWEEN MS - HS	52.34
				Totals for 128865	157.00

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	
	NUMBER	NUMBER		DESCRIPTION	AMOUNT
03/19/2013	128866	27 E 700 411 158760 341	UW-EAU CLAIRE CONTINUING EDUCATION	\$5 registration for students to attend the Youth Transition Conference	115.00
				Totals for 128866	115.00
03/20/2013	128867	10 E 200 943 125500 000	CADOTT HIGH SCHOOL	Clinician fee - MS	50.00
03/20/2013	128867	10 E 400 943 125500 000	CADOTT HIGH SCHOOL	Clinician fee - HS	50.00
				Totals for 128867	100.00
03/20/2013	128868	21 E 100 411 121000 870	HUXTABLE, PAMELA	Payment to Pam for 3 Egg Workshops	300.00
				Totals for 128868	300.00
03/20/2013	128869	10 E 800 411 221320 388	L E PHILLIPS LIBERTAS CENTER	AODA group facilitation 02/14/13-06/03/13	341.00
				Totals for 128869	341.00
03/20/2013	128870	10 E 400 310 125500 000	LENTZ, PAULA	solo and ensemble accompanist	150.00
				Totals for 128870	150.00
03/25/2013	128871	10 E 200 411 125400 000	CADOTT HIGH SCHOOL	Adjudication fee for Large group	80.00
				Totals for 128871	80.00
03/25/2013	128872	10 E 100 432 222200 000	KNOWBUDDY RESOURCES	Books	457.93
				Totals for 128872	457.93
03/25/2013	128873	10 A 000 000 711000 000	KOTTKE, KIMBERLY	PR account closed on 03/22/13	712.77
				Totals for 128873	712.77
03/14/2013	121320860	10 E 800 342 232100 000	BIEDRON, CONSTANCE	MILEAGE	462.74
				Totals for 121320860	462.74
03/14/2013	121320861	10 E 100 320 254300 000	CERTIFIED INC	Replaced water heater that supplies kind rooms	1,876.88
				Totals for 121320861	1,876.88
03/14/2013	121320862	10 E 400 411 162117 000	CHIPPEWA VALLEY SPORTING GOODS	Bownet	150.00
				Totals for 121320862	150.00
03/14/2013	121320863	10 E 100 320 254300 000	JOHNSON CONTROLS, INC.	Replaced two leaking control valves and three bad thermostats at the Elem. see invoice:	2,212.12
				Totals for 121320863	2,212.12
03/14/2013	121320864	10 E 800 342 254300 000	JOHNSON, GREGORY	Mileage to WASBO Conf Feb.26th and Feb. 27th 2013.	144.64
				Totals for 121320864	144.64
03/14/2013	121320865	27 E 800 370 436000 341	L E PHILLIPS CAREER DEVELOPEMENT CE	ALTERNATE YOUTH PROGRAM	822.25
				Totals for 121320865	822.25
03/14/2013	121320866	27 E 700 411 158310 341	MARCZINKE, STEVE	Mileage and meals from EBD Conference in Wausau	156.87

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
					Totals for 121320866	156.87
03/14/2013	121320867	10 E 100 320 254300 000	THE MOOREFIELD GROUP INC	WATER MANAGEMENT		61.67
03/14/2013	121320867	10 E 200 320 254300 000	THE MOOREFIELD GROUP INC	WATER MANAGEMENT		61.67
03/14/2013	121320867	10 E 400 320 254300 000	THE MOOREFIELD GROUP INC	WATER MANAGEMENT		61.66
					Totals for 121320867	185.00
03/14/2013	121320868	10 E 200 943 125500 000	WSMA	Large Group clinic fees		20.00
03/14/2013	121320868	10 E 400 943 125500 000	WSMA	Large Group clinic fees		20.00
					Totals for 121320868	40.00
03/22/2013	121320869	10 L 000 000 811670 000	ING LIFE INS & ANNUITY CO	Payroll accrual		745.40
03/22/2013	121320869	27 L 000 000 811670 000	ING LIFE INS & ANNUITY CO	Payroll accrual		64.60
03/22/2013	121320869	10 L 000 000 811670 000	ING LIFE INS & ANNUITY CO	Payroll accrual		150.40
03/22/2013	121320869	27 L 000 000 811670 000	ING LIFE INS & ANNUITY CO	Payroll accrual		9.60
					Totals for 121320869	970.00
03/22/2013	121320870	10 L 000 000 811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual		196.80
03/22/2013	121320870	10 L 000 000 811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual		203.46
03/22/2013	121320870	27 L 000 000 811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual		203.20
03/22/2013	121320870	80 L 000 000 811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual		2.84
03/22/2013	121320870	10 L 000 000 811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual		3,212.54
03/22/2013	121320870	27 L 000 000 811650 000	WEST CENTRAL EDUCATION ASSN	Payroll accrual		463.78
					Totals for 121320870	4,282.62
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		4,096.66
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		600.34
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		9,873.28
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		1,840.12
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		103.31
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		42.84
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		70,195.89
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		14,761.36
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		7,916.17
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		1,371.46
03/22/2013	121320872	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		72.56
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		1,189.05
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		180.58
03/22/2013	121320872	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		7.09
03/22/2013	121320872	80 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		0.00
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		4,096.66
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		600.34
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		286.63
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		40.07
03/22/2013	121320872	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		2.70
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		9,873.28
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		1,840.12
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		1,189.05
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		180.58
03/22/2013	121320872	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		7.09
03/22/2013	121320872	80 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		0.00
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		286.63
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		40.07
03/22/2013	121320872	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		2.70
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		103.31
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual		42.84

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	
	NUMBER	NUMBER		DESCRIPTION	AMOUNT
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	70,195.89
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	14,761.36
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	7,916.17
03/22/2013	121320872	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	1,371.46
03/22/2013	121320872	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	72.56
03/22/2013	121320872	10 A 000 000 715632 000	WEA INSURANCE TRUST	APRIL 2013 BILLING IN MARCH/RETIREE	33,598.12
03/22/2013	121320872	10 L 000 000 811631 000	WEA INSURANCE TRUST	APRIL 2013 BILLING IN MARCH	-6,220.86
				Totals for 121320872	252,537.48
03/22/2013	121320873	50 E 800 415 257250 000	COCA-COLA BOTTLING CO	coke blanket order	173.84
				Totals for 121320873	173.84
03/22/2013	121320874	50 E 800 415 257220 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	-40.00
03/22/2013	121320874	50 E 800 415 257210 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	240.00
03/22/2013	121320874	50 E 800 415 257220 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	603.39
03/22/2013	121320874	50 E 800 415 257250 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	516.56
03/22/2013	121320874	50 E 800 415 257210 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	124.00
03/22/2013	121320874	50 E 800 415 257220 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	800.67
03/22/2013	121320874	50 E 800 415 257250 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	522.08
				Totals for 121320874	2,766.70
03/22/2013	121320875	50 E 800 415 257220 000	DOMINOS PIZZA	Domino's Pizza blanket order	352.50
03/22/2013	121320875	50 E 800 415 257220 000	DOMINOS PIZZA	Domino's Pizza blanket order	270.00
				Totals for 121320875	622.50
03/22/2013	121320877	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	407.96
03/22/2013	121320877	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	2,989.80
03/22/2013	121320877	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	225.48
03/22/2013	121320877	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	377.54
03/22/2013	121320877	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	27.60
03/22/2013	121320877	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	74.16
03/22/2013	121320877	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	663.18
03/22/2013	121320877	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	2,886.04
03/22/2013	121320877	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	42.32
03/22/2013	121320877	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	170.06
03/22/2013	121320877	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	14.40
03/22/2013	121320877	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice	508.72

CHECK DATE	CHECK NUMBER	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
				blanket order	
03/22/2013	121320877	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice	1,446.20
				blanket order	
03/22/2013	121320877	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice	125.15
				blanket order	
03/22/2013	121320877	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice	127.06
				blanket order	
03/22/2013	121320877	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice	1.20
				blanket order	
				Totals for 121320877	10,086.87
03/19/2013	121320878	10 E 100 440 222200 000	CDW GOVERNMENT, INC.	Document camera	170.00
				Totals for 121320878	170.00
03/19/2013	121320879	10 E 200 431 222200 000	FOLLETT LIBRARY RESOURCES	Books to be ordered online from Follett	35.30
				Totals for 121320879	35.30
03/19/2013	121320880	10 E 100 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	20.64
03/19/2013	121320880	10 E 200 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	20.64
03/19/2013	121320880	10 E 400 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	20.63
03/19/2013	121320880	10 E 100 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	13.47
03/19/2013	121320880	10 E 200 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	13.47
03/19/2013	121320880	10 E 400 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	13.46
03/19/2013	121320880	10 E 100 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	15.69
03/19/2013	121320880	10 E 200 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	15.69
03/19/2013	121320880	10 E 400 320 254300 000	G & K SERVICES, INC.	Blanket P.O.	15.70
				Totals for 121320880	149.39
03/19/2013	121320881	10 E 400 943 125400 000	JW PEPPER & SON INC.	PIE JESU VOCAL	7.90
03/19/2013	121320881	10 E 400 943 125400 000	JW PEPPER & SON INC.	Music order from JW Pepper for HS Solo and Ensemble	69.38
				Totals for 121320881	77.28
03/20/2013	121320882	10 E 400 411 121000 000	DEMCO, INC .	Book hinge tape	115.13
				Totals for 121320882	115.13
03/21/2013	121320883	50 E 800 411 257210 000	BADGERLAND PRINTING INC.	envelopes	139.00
				Totals for 121320883	139.00
03/21/2013	121320884	50 E 800 415 257210 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	240.00
03/21/2013	121320884	50 E 800 415 257220 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	931.05
03/21/2013	121320884	50 E 800 415 257250 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	538.64
				Totals for 121320884	1,709.69
03/21/2013	121320885	50 E 800 415 257220 000	DOMINOS PIZZA	Domino's Pizza blanket order	300.00
				Totals for 121320885	300.00
03/21/2013	121320887	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	83.20
03/21/2013	121320887	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	83.15
03/21/2013	121320887	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	-85.65
03/21/2013	121320887	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	230.21
03/21/2013	121320887	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	18.03

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	NUMBER	NUMBER		DESCRIPTION		
03/21/2013	121320887	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order		87.33
03/21/2013	121320887	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order		98.63
				Totals for 121320887		514.90
03/21/2013	121320889	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		13.20
03/21/2013	121320889	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		897.55
03/21/2013	121320889	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		2,570.30
03/21/2013	121320889	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		283.85
03/21/2013	121320889	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		403.30
03/21/2013	121320889	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		398.33
03/21/2013	121320889	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		1,636.89
03/21/2013	121320889	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		147.38
03/21/2013	121320889	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		91.65
03/21/2013	121320889	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order		21.60
				Totals for 121320889		6,464.05
03/25/2013	121320890	80 E 200 310 162105 000	BRAHAN, WILLIAM	SPORTS WORKER		13.00
				Totals for 121320890		13.00
03/25/2013	121320891	80 E 200 310 162105 000	GUNDERSON, JAMIE	SPORTS WORKER		13.00
				Totals for 121320891		13.00
03/25/2013	121320892	80 E 200 310 162105 000	HUTTER, RONALD	OFFICIAL		45.00
				Totals for 121320892		45.00
03/25/2013	121320893	80 E 200 310 162105 000	WILSON, KATIE	OFFICIAL		45.00
				Totals for 121320893		45.00
03/28/2013	201200361	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges		-294.84
				Totals for 201200361		-294.84
03/28/2013	201200362	10 E 100 249 110000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-820.79
03/28/2013	201200362	10 E 100 249 110100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-1,220.88
03/28/2013	201200362	10 E 100 249 110101 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-1,785.07
03/28/2013	201200362	10 E 100 249 110200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-1,084.84
03/28/2013	201200362	10 E 100 249 110300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-1,278.27
03/28/2013	201200362	10 E 100 249 110400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-730.39
03/28/2013	201200362	10 E 100 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-231.91
03/28/2013	201200362	10 E 100 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-347.26
03/28/2013	201200362	10 E 100 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-265.16
03/28/2013	201200362	10 E 100 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-1,265.12
03/28/2013	201200362	10 E 100 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-418.36
03/28/2013	201200362	10 E 100 249 110100 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-362.25
03/28/2013	201200362	10 E 100 249 110101 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-381.30
03/28/2013	201200362	10 E 100 249 110200 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-609.06
03/28/2013	201200362	10 E 100 249 110300 365	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-304.52

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	NUMBER	NUMBER		DESCRIPTION		
03/28/2013	201200362	10 E 200 249 120000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-143.94
03/28/2013	201200362	10 E 200 249 120500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-824.72
03/28/2013	201200362	10 E 200 249 120600 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-695.76
03/28/2013	201200362	10 E 200 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-44.32
03/28/2013	201200362	10 E 200 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-868.30
03/28/2013	201200362	10 E 200 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-79.38
03/28/2013	201200362	10 E 200 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-342.41
03/28/2013	201200362	10 E 200 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-17.09
03/28/2013	201200362	10 E 200 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-152.45
03/28/2013	201200362	10 E 200 249 125510 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-305.96
03/28/2013	201200362	10 E 200 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-398.18
03/28/2013	201200362	10 E 200 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-549.56
03/28/2013	201200362	10 E 200 249 132700 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-172.42
03/28/2013	201200362	10 E 200 249 136320 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-39.59
03/28/2013	201200362	10 E 200 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-38.06
03/28/2013	201200362	10 E 200 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-315.19
03/28/2013	201200362	10 E 200 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-610.10
03/28/2013	201200362	10 E 200 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-509.12
03/28/2013	201200362	10 E 200 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-794.23
03/28/2013	201200362	10 E 200 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-6.46
03/28/2013	201200362	10 E 200 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-565.57
03/28/2013	201200362	10 E 200 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-275.44
03/28/2013	201200362	10 E 400 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-225.50
03/28/2013	201200362	10 E 400 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-1,220.23
03/28/2013	201200362	10 E 400 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-531.39
03/28/2013	201200362	10 E 400 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-706.65
03/28/2013	201200362	10 E 400 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-17.09
03/28/2013	201200362	10 E 400 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-152.45
03/28/2013	201200362	10 E 400 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-1,020.96
03/28/2013	201200362	10 E 400 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-989.64
03/28/2013	201200362	10 E 400 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-57.84
03/28/2013	201200362	10 E 400 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-318.26
03/28/2013	201200362	10 E 400 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-429.12
03/28/2013	201200362	10 E 400 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-508.43
03/28/2013	201200362	10 E 400 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-746.85
03/28/2013	201200362	10 E 400 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-20.47
03/28/2013	201200362	10 E 400 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-523.61
03/28/2013	201200362	10 E 400 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-275.44
03/28/2013	201200362	10 E 400 249 132700 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-498.27
03/28/2013	201200362	10 E 400 249 136320 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-264.98
03/28/2013	201200362	10 E 700 249 172000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-389.49
03/28/2013	201200362	10 E 800 249 211100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-169.30
03/28/2013	201200362	10 E 800 249 214400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-202.03
03/28/2013	201200362	10 E 800 249 221910 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-530.83
03/28/2013	201200362	10 E 800 249 223100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-162.33
03/28/2013	201200362	10 E 800 249 232100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-573.92
03/28/2013	201200362	10 E 800 249 252000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-456.91
03/28/2013	201200362	10 E 800 249 254200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-275.40
03/28/2013	201200362	10 E 800 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-285.06
03/28/2013	201200362	10 E 800 249 122000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-375.55
03/28/2013	201200362	10 E 800 249 239000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-8.64
03/28/2013	201200362	27 E 700 249 152000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-389.49
03/28/2013	201200362	27 E 700 249 158100 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-88.53
03/28/2013	201200362	27 E 700 249 158310 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-305.55
03/28/2013	201200362	27 E 700 249 158320 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-304.70
03/28/2013	201200362	27 E 700 249 158330 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-77.40

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	NUMBER	NUMBER		DESCRIPTION		
03/28/2013	201200362	27 E 700 249 158340 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-59.66
03/28/2013	201200362	27 E 700 249 158510 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-24.31
03/28/2013	201200362	27 E 700 249 158520 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-304.74
03/28/2013	201200362	27 E 700 249 158530 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-305.21
03/28/2013	201200362	27 E 700 249 158710 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-391.11
03/28/2013	201200362	27 E 700 249 158730 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-304.96
03/28/2013	201200362	27 E 700 249 158750 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-305.18
03/28/2013	201200362	27 E 700 249 158760 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-305.30
03/28/2013	201200362	27 E 700 249 159110 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-3,593.07
03/28/2013	201200362	27 E 700 249 213000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-113.32
03/28/2013	201200362	27 E 700 249 214400 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-82.52
03/28/2013	201200362	27 E 700 249 223300 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-143.92
03/28/2013	201200362	27 E 700 249 223300 341	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-212.60
03/28/2013	201200362	10 E 100 249 110300 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-304.36
Totals for 201200362						-38,406.00
03/22/2013	201200375	10 L 000 000 811671 000	GREAT-WEST RETIREMENT SERVICES	Payroll accrual		1,045.00
03/22/2013	201200375	27 L 000 000 811671 000	GREAT-WEST RETIREMENT SERVICES	Payroll accrual		500.00
Totals for 201200375						1,545.00
03/22/2013	201200376	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		709.90
03/22/2013	201200376	27 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		9.60
03/22/2013	201200376	50 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		10.00
03/22/2013	201200376	80 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		7.50
03/22/2013	201200376	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		25,415.23
03/22/2013	201200376	27 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		2,868.46
03/22/2013	201200376	50 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		366.36
03/22/2013	201200376	80 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		233.65
03/22/2013	201200376	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		17,398.63
03/22/2013	201200376	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		2,680.78
03/22/2013	201200376	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		441.34
03/22/2013	201200376	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		180.01
03/22/2013	201200376	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		4,069.06
03/22/2013	201200376	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		626.94
03/22/2013	201200376	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		103.23
03/22/2013	201200376	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		42.10
Totals for 201200376						55,162.79
03/22/2013	201200377	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		17,398.63
03/22/2013	201200377	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		2,680.78
03/22/2013	201200377	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		441.34
03/22/2013	201200377	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		180.01
03/22/2013	201200377	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		4,069.06
03/22/2013	201200377	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		626.94
03/22/2013	201200377	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		103.23
03/22/2013	201200377	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual		42.10
Totals for 201200377						25,542.09
03/22/2013	201200378	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual		102.50
03/22/2013	201200378	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual		55.00
03/22/2013	201200378	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual		7.50
03/22/2013	201200378	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual		14,398.21
03/22/2013	201200378	27 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual		2,028.23
03/22/2013	201200378	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual		198.83
03/22/2013	201200378	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual		132.57
Totals for 201200378						16,922.84

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03/22/2013	201200379	50 L 000 000	811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	298.91
03/22/2013	201200379	10 L 000 000	811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,900.04
03/22/2013	201200379	27 L 000 000	811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	712.95
03/22/2013	201200379	50 L 000 000	811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	403.59
03/22/2013	201200379	80 L 000 000	811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	45.63
03/22/2013	201200379	10 L 000 000	811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	15,126.78
03/22/2013	201200379	27 L 000 000	811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,007.04
03/22/2013	201200379	80 L 000 000	811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	50.04
03/22/2013	201200379	10 L 000 000	811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,900.04
03/22/2013	201200379	27 L 000 000	811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	712.95
03/22/2013	201200379	50 L 000 000	811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	104.69
03/22/2013	201200379	80 L 000 000	811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	45.63
03/22/2013	201200379	10 L 000 000	811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	15,126.78
03/22/2013	201200379	27 L 000 000	811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,007.04
03/22/2013	201200379	80 L 000 000	811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	50.04
Totals for 201200379						42,492.15
03/22/2013	201200380	10 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	64.14
03/22/2013	201200380	27 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	45.75
03/22/2013	201200380	10 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	233.00
03/22/2013	201200380	10 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	98.23
03/22/2013	201200380	27 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	64.86
03/22/2013	201200380	10 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	2,895.00
03/22/2013	201200380	10 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	5,403.75
03/22/2013	201200380	27 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	500.00
03/22/2013	201200380	80 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	78.25
03/22/2013	201200380	10 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	2,707.50
03/22/2013	201200380	10 L 000 000	811691 000	WEA TRUST ADVANTAGE	Payroll accrual	10.44
Totals for 201200380						12,100.92
03/22/2013	201200381	10 A 000 000	711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT/3-22-13	182,683.86
03/22/2013	201200381	27 A 000 000	711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT/3-22-13	30,306.22
03/22/2013	201200381	50 A 000 000	711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT/3-22-13	5,812.70
03/22/2013	201200381	80 A 000 000	711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT/3-22-13	2,145.80
Totals for 201200381						220,948.58
03/15/2013	201200382	38 E 800 674	281000 000	BOARD OF COMMISSIONERS OF PUBLIC LA	Loan Payments	12,857.57
03/15/2013	201200382	38 E 800 684	281000 000	BOARD OF COMMISSIONERS OF PUBLIC LA	Loan Payments	482.16
Totals for 201200382						13,339.73
03/18/2013	201200385	10 L 000 000	811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges	580.88
Totals for 201200385						580.88
03/18/2013	201200387	10 E 100 249	110000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	183.54
03/18/2013	201200387	10 E 100 249	110100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	273.01
03/18/2013	201200387	10 E 100 249	110101 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	399.17
03/18/2013	201200387	10 E 100 249	110200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	242.59
03/18/2013	201200387	10 E 100 249	110300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	285.84
03/18/2013	201200387	10 E 100 249	110400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	163.33
03/18/2013	201200387	10 E 100 249	143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	51.86
03/18/2013	201200387	10 E 100 249	213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	77.65
03/18/2013	201200387	10 E 100 249	222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	59.29
03/18/2013	201200387	10 E 100 249	241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	282.90
03/18/2013	201200387	10 E 100 249	253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	93.55
03/18/2013	201200387	10 E 100 249	110100 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	81.00

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03/18/2013	201200387	10 E 100 249 110101 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		85.27
03/18/2013	201200387	10 E 100 249 110200 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		136.20
03/18/2013	201200387	10 E 100 249 110300 365	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.10
03/18/2013	201200387	10 E 200 249 120000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		32.19
03/18/2013	201200387	10 E 200 249 120500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		184.42
03/18/2013	201200387	10 E 200 249 120600 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		155.58
03/18/2013	201200387	10 E 200 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		9.91
03/18/2013	201200387	10 E 200 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		194.17
03/18/2013	201200387	10 E 200 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		17.75
03/18/2013	201200387	10 E 200 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		76.57
03/18/2013	201200387	10 E 200 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		3.82
03/18/2013	201200387	10 E 200 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		34.09
03/18/2013	201200387	10 E 200 249 125510 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.42
03/18/2013	201200387	10 E 200 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		89.04
03/18/2013	201200387	10 E 200 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		122.89
03/18/2013	201200387	10 E 200 249 132700 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		38.56
03/18/2013	201200387	10 E 200 249 136320 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		8.85
03/18/2013	201200387	10 E 200 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		8.51
03/18/2013	201200387	10 E 200 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		70.48
03/18/2013	201200387	10 E 200 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		136.43
03/18/2013	201200387	10 E 200 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		113.85
03/18/2013	201200387	10 E 200 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		177.60
03/18/2013	201200387	10 E 200 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		1.44
03/18/2013	201200387	10 E 200 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		126.47
03/18/2013	201200387	10 E 200 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		61.59
03/18/2013	201200387	10 E 400 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		50.43
03/18/2013	201200387	10 E 400 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		272.86
03/18/2013	201200387	10 E 400 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		118.83
03/18/2013	201200387	10 E 400 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		158.02
03/18/2013	201200387	10 E 400 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		3.82
03/18/2013	201200387	10 E 400 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		34.09
03/18/2013	201200387	10 E 400 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		228.30
03/18/2013	201200387	10 E 400 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		221.30
03/18/2013	201200387	10 E 400 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		12.93
03/18/2013	201200387	10 E 400 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		71.17
03/18/2013	201200387	10 E 400 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		95.96
03/18/2013	201200387	10 E 400 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		113.69
03/18/2013	201200387	10 E 400 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		167.01
03/18/2013	201200387	10 E 400 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		4.58
03/18/2013	201200387	10 E 400 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		117.09
03/18/2013	201200387	10 E 400 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		61.59
03/18/2013	201200387	10 E 400 249 132700 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		111.42
03/18/2013	201200387	10 E 400 249 136320 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		59.25
03/18/2013	201200387	10 E 700 249 172000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		87.10
03/18/2013	201200387	10 E 800 249 211100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		37.86
03/18/2013	201200387	10 E 800 249 214400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		45.18
03/18/2013	201200387	10 E 800 249 221910 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		118.70
03/18/2013	201200387	10 E 800 249 223100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		36.30
03/18/2013	201200387	10 E 800 249 232100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		128.34
03/18/2013	201200387	10 E 800 249 252000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		102.17
03/18/2013	201200387	10 E 800 249 254200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		61.58
03/18/2013	201200387	10 E 800 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		63.74
03/18/2013	201200387	10 E 800 249 122000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		83.98
03/18/2013	201200387	10 E 800 249 239000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		1.93
03/18/2013	201200387	27 E 700 249 152000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		87.10
03/18/2013	201200387	27 E 700 249 158100 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		19.80

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03/18/2013	201200387	27 E 700 249 158310 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.33
03/18/2013	201200387	27 E 700 249 158320 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.14
03/18/2013	201200387	27 E 700 249 158330 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		17.31
03/18/2013	201200387	27 E 700 249 158340 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		13.34
03/18/2013	201200387	27 E 700 249 158510 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		5.44
03/18/2013	201200387	27 E 700 249 158520 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.14
03/18/2013	201200387	27 E 700 249 158530 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.25
03/18/2013	201200387	27 E 700 249 158710 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		87.46
03/18/2013	201200387	27 E 700 249 158730 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.19
03/18/2013	201200387	27 E 700 249 158750 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.24
03/18/2013	201200387	27 E 700 249 158760 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.27
03/18/2013	201200387	27 E 700 249 159110 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		803.47
03/18/2013	201200387	27 E 700 249 213000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		25.34
03/18/2013	201200387	27 E 700 249 214400 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		18.45
03/18/2013	201200387	27 E 700 249 223300 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		32.18
03/18/2013	201200387	27 E 700 249 223300 341	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		47.54
03/18/2013	201200387	10 E 100 249 110300 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		68.07
				Totals for 201200387		8,588.21
03/18/2013	201200388	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges		670.15
				Totals for 201200388		670.15
03/25/2013	201200392	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges		155.00
				Totals for 201200392		155.00
03/25/2013	201200393	10 E 100 249 110000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		205.87
03/25/2013	201200393	10 E 100 249 110100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		306.23
03/25/2013	201200393	10 E 100 249 110101 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		447.74
03/25/2013	201200393	10 E 100 249 110200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		272.11
03/25/2013	201200393	10 E 100 249 110300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		320.62
03/25/2013	201200393	10 E 100 249 110400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		183.20
03/25/2013	201200393	10 E 100 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		58.17
03/25/2013	201200393	10 E 100 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		87.10
03/25/2013	201200393	10 E 100 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		66.51
03/25/2013	201200393	10 E 100 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		317.32
03/25/2013	201200393	10 E 100 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		104.93
03/25/2013	201200393	10 E 100 249 110100 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		90.86
03/25/2013	201200393	10 E 100 249 110101 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		95.64
03/25/2013	201200393	10 E 100 249 110200 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		152.77
03/25/2013	201200393	10 E 100 249 110300 365	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		76.38
03/25/2013	201200393	10 E 200 249 120000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		36.10
03/25/2013	201200393	10 E 200 249 120500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		206.86
03/25/2013	201200393	10 E 200 249 120600 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		174.51
03/25/2013	201200393	10 E 200 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		11.12
03/25/2013	201200393	10 E 200 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		217.79
03/25/2013	201200393	10 E 200 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		19.91
03/25/2013	201200393	10 E 200 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		85.89
03/25/2013	201200393	10 E 200 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		4.29
03/25/2013	201200393	10 E 200 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		38.24
03/25/2013	201200393	10 E 200 249 125510 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		76.74
03/25/2013	201200393	10 E 200 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		99.87
03/25/2013	201200393	10 E 200 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		137.84
03/25/2013	201200393	10 E 200 249 132700 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		43.25
03/25/2013	201200393	10 E 200 249 136320 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		9.93
03/25/2013	201200393	10 E 200 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		9.55
03/25/2013	201200393	10 E 200 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		79.06

CHECK DATE	CHECK ACCOUNT						INVOICE					AMOUNT
	NUMBER	NUMBER					VENDOR	DESCRIPTION				
03/25/2013	201200393	10 E 200 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							153.03	
03/25/2013	201200393	10 E 200 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							127.70	
03/25/2013	201200393	10 E 200 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							199.21	
03/25/2013	201200393	10 E 200 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							1.62	
03/25/2013	201200393	10 E 200 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							141.86	
03/25/2013	201200393	10 E 200 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							69.09	
03/25/2013	201200393	10 E 400 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							56.56	
03/25/2013	201200393	10 E 400 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							306.06	
03/25/2013	201200393	10 E 400 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							133.29	
03/25/2013	201200393	10 E 400 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							177.24	
03/25/2013	201200393	10 E 400 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							4.29	
03/25/2013	201200393	10 E 400 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							38.24	
03/25/2013	201200393	10 E 400 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							256.08	
03/25/2013	201200393	10 E 400 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							248.23	
03/25/2013	201200393	10 E 400 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							14.51	
03/25/2013	201200393	10 E 400 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							79.83	
03/25/2013	201200393	10 E 400 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							107.63	
03/25/2013	201200393	10 E 400 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							127.53	
03/25/2013	201200393	10 E 400 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							187.33	
03/25/2013	201200393	10 E 400 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							5.13	
03/25/2013	201200393	10 E 400 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							131.33	
03/25/2013	201200393	10 E 400 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							69.09	
03/25/2013	201200393	10 E 400 249 132700 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							124.98	
03/25/2013	201200393	10 E 400 249 136320 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							66.46	
03/25/2013	201200393	10 E 700 249 172000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							97.70	
03/25/2013	201200393	10 E 800 249 211100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							42.47	
03/25/2013	201200393	10 E 800 249 214400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							50.67	
03/25/2013	201200393	10 E 800 249 221910 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							133.15	
03/25/2013	201200393	10 E 800 249 223100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							40.72	
03/25/2013	201200393	10 E 800 249 232100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							143.95	
03/25/2013	201200393	10 E 800 249 252000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							114.60	
03/25/2013	201200393	10 E 800 249 254200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							69.08	
03/25/2013	201200393	10 E 800 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							71.50	
03/25/2013	201200393	10 E 800 249 122000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							94.20	
03/25/2013	201200393	10 E 800 249 239000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							2.17	
03/25/2013	201200393	27 E 700 249 152000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							97.70	
03/25/2013	201200393	27 E 700 249 158100 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							22.21	
03/25/2013	201200393	27 E 700 249 158310 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							76.64	
03/25/2013	201200393	27 E 700 249 158320 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							76.43	
03/25/2013	201200393	27 E 700 249 158330 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							19.42	
03/25/2013	201200393	27 E 700 249 158340 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							14.96	
03/25/2013	201200393	27 E 700 249 158510 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							6.10	
03/25/2013	201200393	27 E 700 249 158520 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							76.44	
03/25/2013	201200393	27 E 700 249 158530 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							76.56	
03/25/2013	201200393	27 E 700 249 158710 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							98.10	
03/25/2013	201200393	27 E 700 249 158730 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							76.49	
03/25/2013	201200393	27 E 700 249 158750 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							76.55	
03/25/2013	201200393	27 E 700 249 158760 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							76.58	
03/25/2013	201200393	27 E 700 249 159110 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							901.23	
03/25/2013	201200393	27 E 700 249 213000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							28.42	
03/25/2013	201200393	27 E 700 249 214400 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							20.70	
03/25/2013	201200393	27 E 700 249 223300 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							36.10	
03/25/2013	201200393	27 E 700 249 223300 341	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							53.33	
03/25/2013	201200393	10 E 100 249 110300 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS							76.32	

Totals for 201200393

9,633.21

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
03/15/2013	201200395	10 E 100 249 110000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		235.18
03/15/2013	201200395	10 E 100 249 110100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		349.82
03/15/2013	201200395	10 E 100 249 110101 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		511.48
03/15/2013	201200395	10 E 100 249 110200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		310.84
03/15/2013	201200395	10 E 100 249 110300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		366.26
03/15/2013	201200395	10 E 100 249 110400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		209.28
03/15/2013	201200395	10 E 100 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		66.45
03/15/2013	201200395	10 E 100 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		99.50
03/15/2013	201200395	10 E 100 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		75.98
03/15/2013	201200395	10 E 100 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		362.49
03/15/2013	201200395	10 E 100 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		119.87
03/15/2013	201200395	10 E 100 249 110100 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		103.79
03/15/2013	201200395	10 E 100 249 110101 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		109.25
03/15/2013	201200395	10 E 100 249 110200 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		174.51
03/15/2013	201200395	10 E 100 249 110300 365	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		87.25
03/15/2013	201200395	10 E 200 249 120000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		41.24
03/15/2013	201200395	10 E 200 249 120500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		236.31
03/15/2013	201200395	10 E 200 249 120600 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		199.35
03/15/2013	201200395	10 E 200 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		12.70
03/15/2013	201200395	10 E 200 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		248.79
03/15/2013	201200395	10 E 200 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		22.74
03/15/2013	201200395	10 E 200 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		98.11
03/15/2013	201200395	10 E 200 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		4.90
03/15/2013	201200395	10 E 200 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		43.68
03/15/2013	201200395	10 E 200 249 125510 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		87.67
03/15/2013	201200395	10 E 200 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		114.09
03/15/2013	201200395	10 E 200 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		157.47
03/15/2013	201200395	10 E 200 249 132700 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		49.40
03/15/2013	201200395	10 E 200 249 136320 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		11.34
03/15/2013	201200395	10 E 200 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		10.91
03/15/2013	201200395	10 E 200 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		90.31
03/15/2013	201200395	10 E 200 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		174.81
03/15/2013	201200395	10 E 200 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		145.88
03/15/2013	201200395	10 E 200 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		227.57
03/15/2013	201200395	10 E 200 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		1.85
03/15/2013	201200395	10 E 200 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		162.05
03/15/2013	201200395	10 E 200 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		78.92
03/15/2013	201200395	10 E 400 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		64.61
03/15/2013	201200395	10 E 400 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		349.63
03/15/2013	201200395	10 E 400 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		152.26
03/15/2013	201200395	10 E 400 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		202.47
03/15/2013	201200395	10 E 400 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		4.90
03/15/2013	201200395	10 E 400 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		43.68
03/15/2013	201200395	10 E 400 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		292.53
03/15/2013	201200395	10 E 400 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		283.56
03/15/2013	201200395	10 E 400 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		16.57
03/15/2013	201200395	10 E 400 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		91.19
03/15/2013	201200395	10 E 400 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		122.95
03/15/2013	201200395	10 E 400 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		145.68
03/15/2013	201200395	10 E 400 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		213.99
03/15/2013	201200395	10 E 400 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		5.87
03/15/2013	201200395	10 E 400 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		150.03
03/15/2013	201200395	10 E 400 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		78.92
03/15/2013	201200395	10 E 400 249 132700 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		142.77
03/15/2013	201200395	10 E 400 249 136320 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		75.92
03/15/2013	201200395	10 E 700 249 172000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		111.60

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
03/15/2013	201200395	10 E 800 249 211100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	48.51	
03/15/2013	201200395	10 E 800 249 214400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	57.89	
03/15/2013	201200395	10 E 800 249 221910 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	152.10	
03/15/2013	201200395	10 E 800 249 223100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	46.51	
03/15/2013	201200395	10 E 800 249 232100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	164.45	
03/15/2013	201200395	10 E 800 249 252000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	130.92	
03/15/2013	201200395	10 E 800 249 254200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	78.91	
03/15/2013	201200395	10 E 800 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	81.68	
03/15/2013	201200395	10 E 800 249 122000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	107.60	
03/15/2013	201200395	10 E 800 249 239000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	2.47	
03/15/2013	201200395	27 E 700 249 152000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	111.60	
03/15/2013	201200395	27 E 700 249 158100 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	25.37	
03/15/2013	201200395	27 E 700 249 158310 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	87.55	
03/15/2013	201200395	27 E 700 249 158320 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	87.31	
03/15/2013	201200395	27 E 700 249 158330 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	22.18	
03/15/2013	201200395	27 E 700 249 158340 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	17.09	
03/15/2013	201200395	27 E 700 249 158510 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	6.96	
03/15/2013	201200395	27 E 700 249 158520 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	87.32	
03/15/2013	201200395	27 E 700 249 158530 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	87.45	
03/15/2013	201200395	27 E 700 249 158710 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	112.06	
03/15/2013	201200395	27 E 700 249 158730 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	87.38	
03/15/2013	201200395	27 E 700 249 158750 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	87.44	
03/15/2013	201200395	27 E 700 249 158760 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	87.48	
03/15/2013	201200395	27 E 700 249 159110 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	1,029.52	
03/15/2013	201200395	27 E 700 249 213000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	32.47	
03/15/2013	201200395	27 E 700 249 214400 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	23.64	
03/15/2013	201200395	27 E 700 249 223300 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	41.24	
03/15/2013	201200395	27 E 700 249 223300 341	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	60.92	
03/15/2013	201200395	10 E 100 249 110300 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	87.23	
				Totals for 201200395	11,004.42	
03/15/2013	201200396	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges	1,920.00	
				Totals for 201200396	1,920.00	
03/26/2013	201200399	10 E 800 355 263300 000	AT&T	Early Childhood	91.92	
				Totals for 201200399	91.92	
03/28/2013	201200407	10 E 800 355 263300 000	AT&T	DO fax	259.23	
				Totals for 201200407	259.23	
03/28/2013	201200408	10 E 100 310 254300 000	WM OF NORTHERN WISCONSIN, INC	Garbage pickup	515.91	
03/28/2013	201200408	10 E 200 310 254300 000	WM OF NORTHERN WISCONSIN, INC	Garbage pickup	515.91	
03/28/2013	201200408	10 E 400 310 254300 000	WM OF NORTHERN WISCONSIN, INC	Garbage pickup	515.91	
				Totals for 201200408	1,547.73	
03/28/2013	201200409	10 E 800 358 221910 000	CHARTER COMMUNICATIONS	INTERNET - DAHL	58.01	
				Totals for 201200409	58.01	
03/28/2013	201200410	10 E 100 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	2,133.99	
03/28/2013	201200410	10 E 200 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	1,467.20	
03/28/2013	201200410	10 E 400 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	2,254.79	
03/28/2013	201200410	10 E 800 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	189.73	
03/28/2013	201200410	50 E 800 320 257220 000	E O JOHNSON COMPANY	Printer/copier lease	54.90	
				Totals for 201200410	6,100.61	
03/28/2013	201200411	10 E 100 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY	117.13	

CHECK DATE	CHECK NUMBER	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
03/28/2013	201200411	10 E 100 336 253300 000	XCEL ENERGY	CHILDHOOD & Storage MONTHLY UTILITIES-EARLY	250.49
03/28/2013	201200411	10 E 400 331 253300 000	XCEL ENERGY	CHILDHOOD & Storage MONTHLY UTILITIES-EARLY	258.17
03/28/2013	201200411	10 E 400 336 253300 000	XCEL ENERGY	CHILDHOOD & Storage MONTHLY UTILITIES-EARLY	79.52
Totals for 201200411					705.31
03/28/2013	201200412	10 E 100 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES	3,313.06
03/28/2013	201200412	10 E 100 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES	3,685.08
03/28/2013	201200412	10 E 200 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES	2,916.55
03/28/2013	201200412	10 E 200 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES	5,207.16
03/28/2013	201200412	10 E 400 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES	4,268.39
03/28/2013	201200412	10 E 400 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES	5,686.78
Totals for 201200412					25,077.02
03/28/2013	201200413	10 E 800 411 252000 000	MAGIC-WRIGHTER	Service fees	13.20
Totals for 201200413					13.20
03/28/2013	201200415	10 E 800 411 252000 000	WELLS FARGO BANK	Service fees	619.58
Totals for 201200415					619.58
03/28/2013	201200416	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges	99.93
Totals for 201200416					99.93
03/28/2013	201200417	10 E 800 411 252000 000	MAGIC-WRIGHTER	CC Service fees	6.50
Totals for 201200417					6.50
04/01/2013	201200418	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges	800.32
Totals for 201200418					800.32
Totals for checks					717,658.17

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL	538,917.22	0.00	43,048.99	581,966.21
21	SPECIAL REVENUE TRUST FUND	0.00	0.00	300.00	300.00
27	SPECIAL EDUCATION FUND	86,800.28	0.00	-155.75	86,644.53
38	NON-REFERENDUM DEBT	0.00	0.00	13,339.73	13,339.73
50	FOOD SERVICE	8,503.92	43.90	23,463.71	32,011.53
80	COMMUNITY SERVICE	3,243.67	0.00	152.50	3,396.17
***	Fund Summary Totals ***	637,465.09	43.90	80,149.18	717,658.17

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

CHECK DATE	CHECK NUMBER	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
03/14/2013	7839	61 L 000 000 814226 000	PEPSI-COLA	Water Machine by District Office	550.38
				Totals for 7839	550.38
03/14/2013	7840	61 L 000 000 814202 000	WASC	CONFERENCE REGISTRATION AND SCHOOL FEE	1,348.00
				Totals for 7840	1,348.00
03/19/2013	7841	61 L 000 000 814209 000	AFTON ALPS SKI AREA	Ski Trip Balance	482.00
				Totals for 7841	482.00
03/19/2013	7842	61 L 000 000 814500 000	COCA-COLA BOTTLING C	ELEMENTARY POP MACHINE	181.44
				Totals for 7842	181.44
03/26/2013	7843	61 L 000 000 814406 000	AWARDS & MORE	awards and plates for plaques	112.80
				Totals for 7843	112.80
03/26/2013	7844	61 L 000 000 814228 000	CHIPPEWA VALLEY SPOR	additional BOWNET for JV team	150.00
				Totals for 7844	150.00
04/02/2013	7845	61 L 000 000 814228 000	CHIPPEWA VALLEY SPOR	Muhl Tech Power Zone Medium weight bag	724.00
				Totals for 7845	724.00
				Totals for checks	3,548.62

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
61	EXTRA CURRICULAR FUND	3,548.62	0.00	0.00	3,548.62
***	Fund Summary Totals ***	3,548.62	0.00	0.00	3,548.62

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

CHECK	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
DATE	NUMBER	NUMBER			DESCRIPTION	
04/01/2013	201200419	39 E 800 675 281000 000		CHASE NYC	2007 Series Bond Principal & Interest	250,000.00
04/01/2013	201200419	39 E 800 685 281000 000		CHASE NYC	2007 Series Bond Principal & Interest	63,797.50
					Totals for 201200419	313,797.50
04/01/2013	201200420	39 E 800 675 281000 000		U.S. BANK TRUST	1999 Series Bond Principal & Interest	200,000.00
04/01/2013	201200420	39 E 800 685 281000 000		U.S. BANK TRUST	1999 Series Bond Principal & Interest	5,150.00
					Totals for 201200420	205,150.00
04/01/2013	201200421	39 E 800 675 281000 000		CHASE NYC	Interest Payment	140,000.00
04/01/2013	201200421	39 E 800 685 281000 000		CHASE NYC	Interest Payment	11,446.25
					Totals for 201200421	151,446.25
					Totals for checks	670,393.75

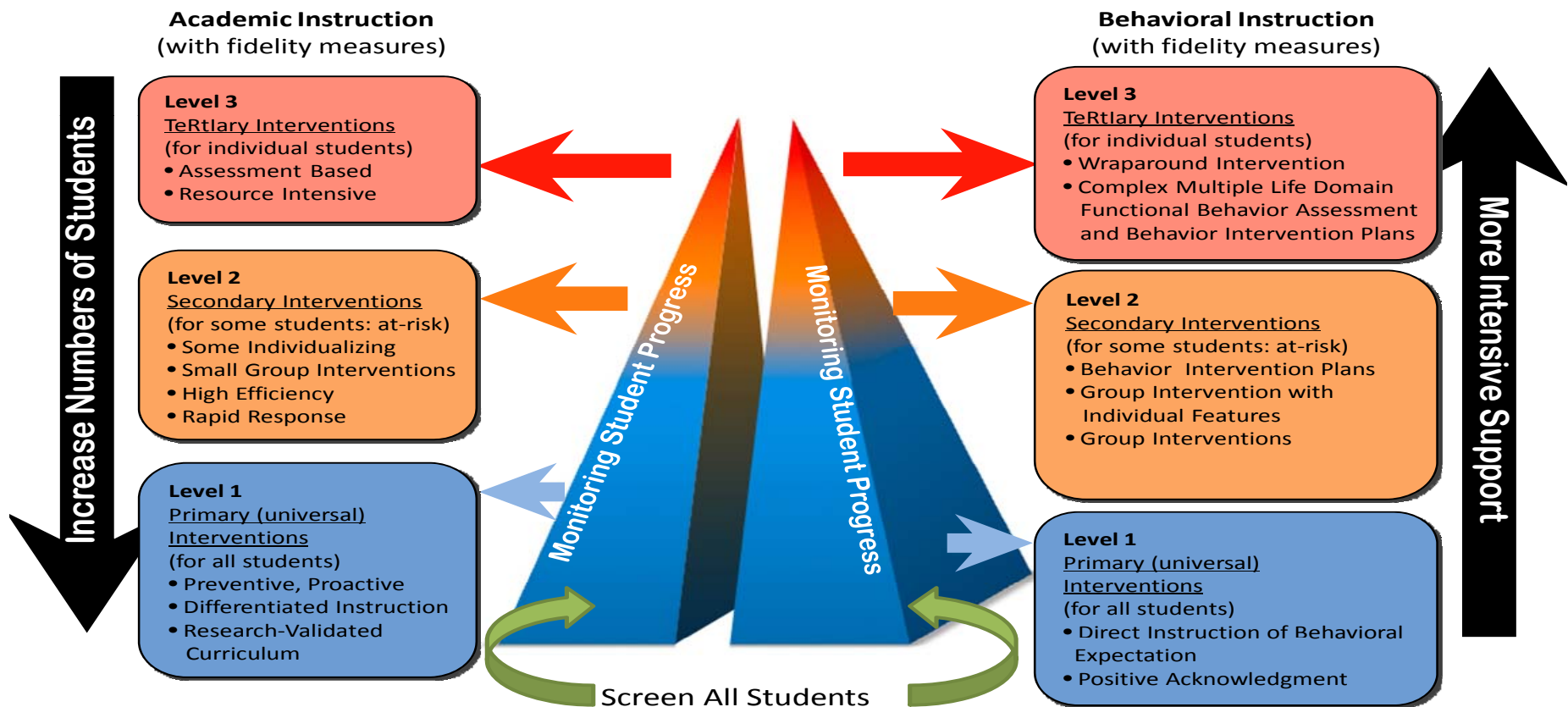
FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
39	REFERENDUM APPROVED DEBT SERV	0.00	0.00	670,393.75	670,393.75
***	Fund Summary Totals ***	0.00	0.00	670,393.75	670,393.75

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

Pedersen Student Support System

We are building an organizational framework to guide a multi-tiered system of support for academic and behavioral success for all students.



What does Rtl look like at Pedersen?

We use our problem solving/PLC process to ensure the success of all students in our school. In utilizing this process, we have created a systems approach to help us ensure this success.

We are here tonight to show you...

- The systems of support we've developed at Pedersen.
- Where we are and where we're headed in the process.

**School District of Altoona
Board of Canvassers
1903 Bartlett Ave.
District Board Room
April 3, 2013
2:00 p.m.
Minutes**

1. Call to order. The School District of Altoona, Board of Canvassers meeting was called to order by Kathy Dahl, Deputy Clerk and Chairman for the Board of Canvassers at 2:00 p.m.

2. Roll call was taken and those present were the following:

Kathy Dahl, Business Manager, Deputy Clerk
Robin Elvig, Clerk
Verlene Nimmo, Member, Board of Canvassers
Patricia Lane, Member, Board of Canvassers

3. Board of Canvassers results of Spring Election for two (2) school board member, April 2, 2013:

David Rowe received 709 votes.
Write in – Brad Poquette received 200 votes
Write in – Kimberly Devereaux received 65 votes
Write in – Kenneth Sagert received 42 votes

4. Meeting was adjourned at 2:20 p.m.

Kathy R. Dahl, Deputy Clerk

POLICY: To provide a timely and orderly review of decisions concerning:
a) employee terminations; b) employee discipline; and c) workplace safety.

- I. **Purpose and Applicability:** This procedure provides an employee with the individual opportunity to address concerns regarding discipline, termination, or workplace safety matters, to have those matters reviewed by an Impartial Hearing Officer, and to appeal to the School Board, where appropriate. The District expects employees and management to exercise reasonable efforts to resolve any questions, problems, or misunderstandings prior to utilizing the grievance procedure.

If an employee is subject to a contractual grievance procedure, the contractual grievance procedure must be followed as applicable. This procedure does not replace or supersede any statutory provision which may be applicable to an employee's employment with the School District of Altoona. Any grievance, or part of a grievance, that is subject to the jurisdiction of a different governmental body or Wisconsin statute, or subject to a different dispute resolution process, is excluded from this grievance procedure. This grievance procedure does not create a legally binding contract or a contract of employment.

II. **Definitions**

A. **Definition of "Employee":**

1. For purposes of discipline and termination under this grievance procedure, an employee shall be defined to include regular full-time, part-time, and limited term employees. All other individuals employed by the School District of Altoona, such as casual employees, temporary employees, and short-term substitutes as well as independent contractors, are specifically excluded from the definition of employee and, therefore, this grievance procedure is not available to them.
2. For purposes of workplace safety under this grievance procedure, an employee shall be defined to include regular full-time, part-time, limited term, casual, and temporary employees. All other individuals employed by the School District of Altoona are specifically excluded from the definition of employee and, therefore, this grievance procedure is not available to them.

- B. **Definition of "Discipline":** For purposes of this procedure, "discipline" means an employment action that results in a disciplinary suspension or disciplinary demotion. "Discipline" for purposes of access to this grievance procedure does not include any written or verbal notices, warnings, reprimands, or reminders; verbal disciplines will be documented, but not subject to the grievance procedure. The purpose of written and verbal notices, warnings, reprimands, or reminders is to alert the employee that failure to correct the behavior may result in disciplinary suspension, without pay, disciplinary termination, or disciplinary demotion.

- C. **Definition of "Termination":** For purposes of this procedure, "termination" means a separation from employment by the employer for disciplinary or quality of performance reasons. "Termination" does not include layoff, reduction in workday, furlough, non-renewal, reduction in workforce, job transfer or reassignment, or the end or completion of temporary employment, which are not subject to the grievance procedure.
- D. **Definition of "Workplace Safety":** For purposes of this procedure, "workplace safety" includes any conditions of employment related to the physical health and safety of employees, including the safety of the physical work environment, the safe operation of workplace equipment and tools, provision of personal protective equipment, and accident risks. "Workplace Safety" does not include conditions of employment unrelated to physical health and safety matters, including, but not limited to, hours, overtime, assignments and work schedules.

III. General Provisions

- A. **Role and Appointment of "Impartial Hearing Officer":** For purposes of this procedure, the role of the "Impartial Hearing Officer" will be to define the issues, identifying areas of agreement between the parties and identifying the issues in dispute, and to hear the parties' respective arguments. The Impartial Hearing Officer shall be appointed by the District Administrator based upon the nature of the matter in dispute.
- B. **Time Limits:** Failure to submit or process a grievance by the employee within the time limits specified below, or agreed upon extensions, shall constitute waiver of the grievance and it will be considered resolved on the basis of the employer's last answer. Failure of an employer representative to meet the time limits specified below shall cause the grievance to move automatically to the next step in the procedure within seven (7) days of such failure. A grievance or decision or appeal is considered timely if received by the employer during normal business hours or if postmarked by 12:00 midnight on the due date. The time limits contained in this procedure are to be strictly observed and can only be extended upon the express written consent of the parties.
- C. **Days:** The term "days" as used in this provision means calendar days, excluding holidays as defined in the Handbook. If the last day on which a grievance is to be filed or a decision is to be appealed is a Saturday, Sunday, or holiday as defined in the Handbook, the time limit is the next day which is not a Saturday, Sunday, or holiday.
- D. **Scheduling:** Grievance meetings and hearings will typically be held during the employee's off-duty hours. Time spent in grievance meetings and hearings shall not be considered as compensable work time.
- E. **Representation:** The employee shall have the right to representation during the grievance procedure at the employee's expense.

IV. Procedure for Grievances Concerning Employee Terminations and Employee Discipline:

The employer and employee may mutually agree, in writing, to waive any step to facilitate or expedite resolution of the grievance.

Step 1: An earnest effort shall be made to settle the matter informally between the aggrieved employee and the employee's immediate supervisor. If the grievance is not resolved informally, then it shall be reduced to writing by the employee who shall submit it to the employee's immediate supervisor within fourteen (14) days after the facts upon which the grievance is based first became known, or should have become known, to the employee.

The written grievance shall give a detailed statement concerning the subject of the grievance, the facts upon which the grievance is based, and indicate the specific relief being sought.

The supervisor will reply in writing to the employee within fourteen (14) days after receipt of the written grievance.

Step 2: If the grievance is not settled in Step 1, and the employee wishes to appeal the decision of the supervisor, the employee shall submit the written grievance to the District Administrator or designee within seven (7) days after receipt of the supervisor's written answer to request a hearing before an Impartial Hearing Officer. The Impartial Hearing Officer will be appointed by the District Administrator or designee.

If timely requested, the hearing will normally be scheduled within thirty (30) days of receipt of the request for hearing. The Impartial Hearing Officer may require the parties to submit documents and witness lists in advance of the hearing in order to expedite the hearing. The Impartial Hearing Officer will have the authority to administer oaths, issue subpoenas at the request of either party, and decide if a transcript is necessary. At the conclusion of the hearing, the Impartial Hearing Officer shall render a written decision indicating the reasons for one of four decisions: 1) Sustaining the discipline/termination, 2) Denying the discipline/termination, or 3) Recommending additional investigation prior to final determination. The Impartial Hearing Officer shall issue the written decision to the employee and employer within thirty (30) calendar days from the date of the hearing or submittal of post-hearing briefs. In cases where the Impartial Hearing Officer recommends additional investigation, at the conclusion of the additional investigation, a second, follow-up hearing shall normally be scheduled. The Impartial Hearing Officer may apply relaxed standards for the admission of evidence and may request oral or written arguments and replies.

Step 3: The employer or employee may appeal the decision of the Impartial Hearing Officer to the School Board in writing within seven (7) days of receipt of the written decision of the Impartial Hearing Officer. The decision of the governing body shall be final and binding upon the parties.

Level of Review: The role of the School Board, in reviewing the decision of the Impartial Hearing Officer, is to solely address the following questions:

1. Did the Impartial Hearing Officer follow a fair and impartial process?
2. Is there evidence of corruption, fraud, or misconduct by the Impartial Hearing Officer?
3. Did the Impartial Hearing Officer make an error of fact, law, or judgment which makes his/her award invalid?

After answering the above questions, the School Board will decide to uphold, modify, or reverse the decision of the Impartial Hearing Officer. The School Board will issue its written decision within sixty (60) days from receipt of the appeal.

V. Procedure for Grievances Concerning Employee Workplace Safety:

The employer and employee may mutually agree, in writing, to waive any step to facilitate or expedite resolution of the grievance.

Step 1: Any employee who personally identifies, or is given information about, a workplace safety issue or incident must notify his/her immediate supervisor of the issue or incident as soon as reasonably practicable. All workplace safety issues and incidents, no matter how insignificant the situation may appear to be, must be reported by an employee to their immediate supervisor within 24 hours after the incident or issue was raised in order to be addressed as part of the grievance procedure.

A written report of the incident or issue, outlining the events that transpired and proposed resolution, if any, shall be submitted to the building principal for review and consideration within seven (7) days of the incident or issue.

Step 2: After receipt of the written report, the Building Principal or designee will conduct additional investigation, as required, and normally issue a final report on findings and conclusions within thirty (30) days of receipt of the written report. Copies of the report will be given to the persons who signed the written report as well as to the District Administrator or designee.

Step 3: The employee may appeal the findings and conclusions of the Building Principal and request the appointment of an Impartial Hearing Officer within seven (7) days after receipt of the Building Principal's report. The

Impartial Hearing Officer will be appointed by the District Administrator or designee.

If timely requested, the hearing will normally be scheduled within thirty (30) days of receipt of the request for hearing. The Impartial Hearing Officer may require the parties to submit documents and witness lists in advance of the hearing in order to expedite the hearing. The Impartial Hearing Officer will have the authority to administer oaths, issue subpoenas at the request of either party, and decide if a transcript is necessary. At the conclusion of the hearing, the Impartial Hearing Officer shall render a written decision indicating one of three outcomes: 1) Sustaining the conclusions of the Building Principal, 2) Denying the conclusions of the Building Principal and ordering additional or alternative remedial measures, or 3) Recommending additional investigation prior to final determination. The Impartial Hearing Officer shall issue the written decision to the employee and employer within thirty (30) calendar days from the date of the hearing or submittal of post-hearing briefs. In cases where the Impartial Hearing Officer recommends additional investigation, at the conclusion of the additional investigation, a second, follow-up hearing shall normally be scheduled. The Impartial Hearing Officer may apply relaxed standards for the admission of evidence and may request oral or written arguments and replies.

Step 4:

The employer or employee may appeal the decision of the Impartial Hearing Officer to the School Board in writing within seven (7) days of receipt of the written decision of the Impartial Hearing Officer. The decision of the governing body shall be final and binding upon the parties.

Level of Review: The role of the School Board in reviewing the decision of the Impartial Hearing Officer, is to address the following questions:

1. Did the Impartial Hearing Officer follow a fair and impartial process?
2. Is there evidence of corruption, fraud, or misconduct by the Impartial Hearing Officer?
3. Did the Impartial Hearing Officer make an error of fact, law, or judgment which makes his/her award invalid?

After answering the above questions, the School Board will decide to uphold, modify, or reverse the decision of the Impartial Hearing Officer. The School Board will issue its written decision within sixty (60) days from receipt of the appeal.

Adopted: 11/15/12
Amended:

POLICY: It is the policy of the employer that information, in all its forms, written, spoken, recorded electronically, or printed, will be protected from accidental or intentional unauthorized modification, destruction, or disclosure. All electronic media must be protected from misuse, unauthorized manipulation, and destruction. It is further the policy of the employer that employees may not use social media technology to engage in or post communications or material that would violate any Handbook policy, including, but not limited to, using technology to post communications or materials that are derogatory or offensive with respect to race, religion, gender, sexual orientation, national origin, disability, age, or any other legally protected class status.

General Guidelines - Electronic Media:

1. All employer-provided electronic media systems are the employer's property. Additionally, all messages and files composed, sent or received on these systems are and remain the property of the employer. They are not the private property of any employee.
2. The use of our electronic media systems is reserved solely for the conduct of business, during work hours. However, if employees wish to use these systems during breaks, lunch periods, or before and after regular working hours, they may do so but employees are specifically prohibited from using these services for any illegal, illicit, immoral or offensive purposes. A post is "offensive" if it could reasonably be construed to intentionally harm someone's reputation, contribute to a hostile work environment on the basis of a protected classification, incite violence or similar inappropriate or unlawful conduct, or disparage members of the public/customers, co-workers/associates or suppliers.
3. The electronic media systems may not be used to solicit or proselytize for commercial ventures, religious or political causes, or other non-job-related solicitations.
4. The electronic media systems are not to be used to create any "offensive" or disruptive messages or documents (see definition of "offensive", above) or used in a manner that adversely affects your job performance or is disruptive to the job performance of co-workers.
5. The electronic media systems may not be used to send (upload) or receive (download) copyrighted materials, trade secrets, proprietary financial information, employee/employee family medical information or similar materials without prior authorization. This guideline is not intended to restrict employees from discussing with others their wages or other terms and conditions of employment.

6. The employer reserves and intends to exercise the right to review, audit, intercept, access and disclose all internet activity and any messages or documents created, received or sent over the employer's electronic media systems for any purpose.
7. The confidentiality of any message cannot be assumed. Even when a message is erased, it is still possible to retrieve and read that message. Further, the use of passwords for security does not guarantee confidentiality. All passwords must be disclosed to management or they are invalid and cannot be used.
8. Employees may not modify, delete, or destroy any Employer document created by any electronic media unless specifically authorized to do so.

General Guidelines - Social Media:

1. **Only on Your Own Time.** Unless you have received advance permission from your supervisor or unless such activity is directly related to the performance of your job, you may not engage in social media activity on work time and in work areas (you may engage in social media activities during break times and pre/post work time.)
2. **Post as Yourself.** Make clear that you are expressing your personal views alone, not those of your employer.
3. **Be Respectful and Nice.** Do not post communications or material that is disparaging of services, or employees); obscene, profane, vulgar, bullying, threatening, or maliciously false. This guideline is not intended to prevent employees from discussing with others their wages or other terms and conditions of employment.
4. **Use Good Judgment.** Because what you say online is accessible to the public, use good judgment in your communications.
5. **Obey the Law.** Do not post any material that violates the law, such as material that is obscene, profane, defamatory, threatening, harassing, or that violates the privacy rights of someone else. The posting of such material may subject you to criminal and civil liability.
6. **Don't Expect Privacy.** Because your social media communications are publicly available, you should not expect that your communications are private in any way. Once you post something online, it is completely out of your control and generally available to anyone in the world.
7. **Ask for Guidance.** If you have any questions about what is appropriate to include in social media communications, ask your manager or a member of the Human Resources Department.

8. **Comply with Harassment and Other Policies.** Employees may not use social media technology to engage in or post communications or material that would violate any other Handbook policy, including, but not limited to, the Workplace Safety, Discrimination, Harassment and Retaliation policies. This guideline is not intended to prevent employees from discussing with others their wages or other terms and conditions of employment.
9. **Keep Secrets.** You must not disclose “confidential information” which does not include discussions with third parties about your wages, hours and/or conditions of employment.

Reporting Deviations from Policy: All employees are encouraged to report any discovered or suspected unauthorized or improper usage of electronic media or social media with impact on the workplace. The Employer prohibits taking negative action against any employee for reporting a possible deviation from this policy or for cooperating in an investigation. Any employee who retaliates against another employee for reporting a possible deviation from this policy and/or for cooperating in an investigation will be subject to disciplinary action, up to and including discharge from employment.

Policy Violations: Employees who violate this policy may be subject to discipline, up to and including immediate termination of employment.

ADOPTED:



Orth, Joyce <jorth@altoona.k12.wi.us>

Region 4 Legislative Meeting - DATE CHANGE

Dan Rossmiller <drossmiller@wasb.org>
 Reply-To: Dan Rossmiller <drossmiller@wasb.org>
 To: jorth@altoona.k12.wi.us

Mon, Apr 1, 2013 at 1:45 PM



DATE CHANGE
 SAVE THE DATE: APRIL 15
 Important Meeting Between
 School Leaders and Lawmakers

Dear School Leader:

Recently you received notice of an important legislative meeting involving school board members and school administrators from every public school district in WASB Region 4 and the state lawmakers who represent those school districts. **We are writing you now to inform you that this meeting has been rescheduled to a new date and time.** The location of the meeting is not changed.

The **new time and date** for the **legislative meeting** will be **Monday, April 15, 2013 from 1:30 p.m. to 3:30 p.m.** at the Elk Mound High School auditorium.

You are invited and encouraged to take part in this important Educator-Legislator listening session. Your participation is critical.

The Elk Mound high school is located at 405 University Street in Elk Mound. You should enter at the main entrance (the one with the large statue of an Elk).

School board members and school administrators from the following districts are invited to this meeting to share concerns about the state budget:

Altoona, Augusta, Baldwin-Woodville Area, Bloomer, Boyceville Community, Cadott Community, Chippewa Falls Area, Colfax, Cornell, Durand Unified, Eau Claire Area, Eleva-Strum, Elk Mound Area, Ellsworth Community, Elmwood, Fall Creek, Gilmanton, Glenwood City, Hudson, Lake Holcombe, Menomonie Area, Mondovi, New Auburn, New Richmond, Osseo-Fairchild, Pepin Area, Plum City, Prescott, River Falls, Saint Croix Central, Somerset, Spring Valley and Stanley-Boyd Area

If you plan to attend, please contact Jenny Robbins, Administrative Assistant, Elk Mound Schools to confirm. Phone: (715) 879-5066 Email: jrobbins@elkmound.k12.wi.us

Please plan to attend. School voices from Western and rural Wisconsin need to be heard.

The proposed 2013-15 state budget will be a critical one for public schools in our state. With a very

small aid increase and no adjustment in revenue limits, school district budgets will, essentially, be frozen. Many school districts will likely face significant cuts in programming and staff on top of the cuts that have already been made. While school districts have used the flexibility provided by Act 10 to help cushion the effects of past cuts, most of easy to achieve savings have already been captured.

In order for public school districts to succeed in getting the revenue limit adjusted upward, school leaders will have to do two things: 1) emphasize the impact on students (e.g., what opportunities will be lost, what programs and staff will be cut and how this will affect students) of no increase in revenue limits; and 2) we must convince legislators that school boards are willing take responsibility for property tax increases that may occur if the revenue limits are adjusted upward. Our argument to lawmakers is "give us the authority and let us decide." Reassure legislators that school boards will be responsible in using that authority.

In addition, we encourage you to discuss proposals in the proposed budget to expand private school voucher programs and create more independent charter schools that will put the state on a path of no return in terms of siphoning funding away from our traditional public school districts. If established, these programs will only continue to grow and drain resources from public schools governed by locally elected boards.

We look forward to seeing you on April 15!

Wisconsin Association of School Boards
Fostering Effective School Board Practices for Student Success

Wisconsin Association of School Boards, Inc., 122 W. Washington Ave., Ste. 400
Madison, WI 53703, Ph. 608-257-2622 or 877-705-4422, Fx. 608-257-8386, info@wasb.org

This e-mail has been sent to by the Wisconsin Association of School Boards.
To remove yourself from receiving this or other e-mails, please [manage your e-mail preferences](#).



2013 NEW SCHOOL BOARD MEMBER GATHERINGS

Welcome!

GATHERINGS HELD IN APRIL – DATES AND LOCATIONS VARY

APRIL 2013

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	
	8	8	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30				

Region 4 School Districts:

Altoona, Augusta, Baldwin-Woodville, Bloomer, Boyceville, Cadott, Chippewa Falls, Colfax, Cornell, Durand, Eau Claire Area, Eleva-Strum

New School Board Member Gathering
Region 4:

Tuesday, April 16

7:00-9:00 pm

Durand High School
Cafeteria

604 7th Ave E

An informal orientation for newly elected school board members to:

- Discuss essential information for your first board meeting.
- Meet your WASB regional director.
- Network with new and experienced school board members in your WASB region.
- Learn about WASB services that can help you in your new role.

**2013 WASB
SPRING
ACADEMY**



**MAY 4, 2013
COUNTRY SPRINGS HOTEL,
WAUKESHA WI**

WAUKESHA WI
COUNTRY SPRINGS HOTEL

The purpose of the WASB Spring Academy is to provide a foundation in the roles and responsibilities of being an effective school board member for new and experienced board members. The day will provide a series of introductory sessions for board members in their first term in office and six in-depth workshops for experienced board members to choose from.

8 AM Registration

Track 1 – All-Day Introductory Track for New Board Members

8:30 AM The Key Work of School Boards
9:30 Fundamentals of Wisconsin School Finance
10:30 School Board Policy Development
11:30 Lunch
12:30 PM Legal Authority and Duties of Wisconsin School Boards
2:30 State Budget Update and Advocacy

Track 2 – Half-Day Workshops for Experienced Board Members

Select one or two in-depth workshops:

8:30 -11:30 AM Board President' Leadership: Legal & Influential
Common Core State Standards and School Boards:
What you need to know
10 Steps to a Safer School
12:30- 3:30 PM Tour Wisconsin's House of School Finance
Data First
Legal Liabilities of a School Board

Registration Options:

1. All-Day Introductory Track (lunch included): \$135
2. Two Workshops (lunch included): \$145
3. One Workshop (lunch NOT included): \$85
4. One Workshop (lunch included): \$100

Attending?

**RSVP to Joyce
by April 22:**

- ◆ Are you selecting option 1, 2, 3 or 4?
- ◆ Is lodging needed for Friday evening?



You're Invited

to the 10th Street Tennis Courts
Grand Opening/Play Day
Saturday, April 20, 10:00am-Noon



Come celebrate the newly improved tennis courts!! The Parks & Recreation Department will be hosting a grand opening and play day for everyone to come see the new courts and play tennis. We will have activities for all age groups so bring the whole family down and help us celebrate tennis!



Where: Tennis Courts- 9th St. & Bartlett



March 28, 2013

School District of Altoona
1903 Bartlett Ave
Altoona, WI 54720

**RE: WORKERS' COMPENSATION DIVIDEND
WCV4234673**

Dear Kathy:

Thank you for insuring your business with Indianhead Insurance Agency, Inc..

We are pleased to present your Workers Compensation dividend check for the policy period of 10/1/2011 to 10/1/2012.

Your dividend breakdown is as follows:

Earned Premium:	\$78,735.00
Dividend Percentage:	20%
Dividend Amount:	\$15,747.00

If you have any questions about your policy or this dividend, please contact our office at (715)568-2421.

Once again, thank you for your business.

Sincerely,

Jim McCorison
jmccorison@indianhead-insurance.com
Indianhead Insurance Agency, Inc.

Enclosures

Apply for a Grant



Service-Learning Grants

Grants are available to support service-learning—which research has found to be an effective pedagogy, particularly in high poverty areas.

The State Farm Youth Advisory Board (YAB) will award \$4 million dollars for quality, youth-led service-learning initiatives. Grants range from \$25,000 to \$100,000.

Applications for the YAB Service-Learning Grants must be submitted online by May 3. Each grant request must focus on community safety, accessing higher education/closing achievement gaps, financial literacy and economic inclusion, environmental responsibility, or health and wellness.

Website: www.statefarmyab.com/apply/national-grants/

Transforming Wisconsin Classrooms – Starting With a Clean (Interactive) Slate

The Wisconsin Technology Initiative provides grants to K–12 schools and other educational facilities that are committed to effectively integrating instructional technology into their learning environments. Through the increased availability of interactive whiteboards and technologically savvy teachers, classrooms will have the tools necessary to become engines of innovation that improve student engagement and academic achievement.

The Wisconsin Technology Initiative will help reduce the financial and professional development barriers educators face when attempting to integrate instructional technology into learning environments. The first round of grants, funded by John P. and Tashia F. Morgridge, will provide funding for school districts willing to commit to both integrating interactive whiteboards into their classrooms and the professional development necessary to successfully implement their use. Grant recipients will be expected to provide an annual report and share best practices with their peers across the state.

Deadline: April 19, 2013

Website: www.wisconsinstechnologyinitiative.org/grant/

Snapdragon Book Foundation Grants

The Snapdragon Book Foundation was started in December, 2008 to provide funds to improve school libraries for disadvantaged children. Grants will be awarded to public,

private, and experimental schools.

Founded by a former school librarian, this foundation exists to put books in the hands of kids. In a time when many schools are reallocating their funds to technology and audiovisual equipment, we hope to make sure that school libraries are still offering children good books to read.

Deadline: April 15, 2013

Website: www.snapdragonbookfoundation.org/index.html

Academic Enrichment Grants

The McCarthy Dressman Education Foundation offers Academic Enrichment Grants to develop in-class and extra-curricular programs that improve student learning. The Foundation provides up to \$10,000 for programs that nurture the intellectual, artistic, and creative abilities of children from low-income households. Eligible applicants must be employed by schools or non-profit organizations, have direct and regular contact with students in grades preK–12, and work with students from low-income households.

Deadline: April 15, 2013

Website: mccartheydressman.org/academic-enrichment-grants/

Teacher Development Grants

The McCarthy Dressman Education Foundation offers Teacher Development Grants to individuals or small teams of teachers who implement groundbreaking K–12 classroom instruction. The grants provide opportunities for teachers to integrate strategies that encourage critical inquiry. Teachers will have the opportunity to reflect and write about their projects and share their results with other teachers. The Foundation will award up to \$10,000 to individuals for a maximum of 3 years. Eligible applicants include licensed K–12 teachers employed in public or private schools who have the background and experience to complete the project successfully and are willing to work in collaboration with the Foundation.

Deadline: April 15, 2013

Website: mccartheydressman.org/teacher-development-grants/

American Honda Foundation Education Grants

The American Honda Foundation supports education with a specific focus on the areas of science, technology, engineering, and mathematics (STEM), the environment,

job training, and literacy. It engages in grant making that reflects the basic tenets, beliefs, and philosophies of Honda companies, which are characterized by the following qualities: imaginative, creative, youthful, scientific, humanistic, and innovative.

Awards range from \$20,000 to \$75,000 over a one-year period and applications are due May 1, August 1, November 1, and February 1, annually.

Website: corporate.honda.com/america/philanthropy.aspx?id=ahf

“Living in a Material World” Teacher Grants

The goal of the ASM Education Foundation is to increase awareness of, and interest in, the often overlooked science of materials. Metals, semiconductors, ceramics, and polymers are the foundation of a range of modern electronic, mechanical, and thermal systems. Through the network of chapters that exist throughout the United States, ASM members work with local teachers to learn about and integrate materials-based concepts into their course curriculum. Excite your students about the many careers available in materials science. Learn how to develop innovative and fun classroom projects as you explore “Everything Material.”

Grants of \$500 are awarded and applications are due May 25, 2013.

Website: www.asminternational.org/portal/site/www/foundation/educators/k-12-grants/

Advancing Student Achievement Grants

The Actuarial Foundation’s Advancing Student Achievement (ASA) grants fund school-based enrichment projects and programs to promote mathematics achievement for students in grades 4 through 12. Types of programs that have been funded include mathematics clubs, mathematics competitions for high school students, and after-school programs that emphasize mathematics activities for elementary students. To be eligible, a program must impact at least 20 students and meet at least once a month. Funding is awarded based on a two-year commitment.

Grants are awarded on a two-year cycle, with up to \$5,000 awarded per year, for a total up to \$10,000 over two years. In addition, two renewals are allowed, for a total up to \$30,000 in grants for a program over six years.

Applications are accepted year-round
Website: www.actuarialfoundation.org/programs/teachers/asa_grant_app.shtml

Business Unit Grants

United Technologies (UTC) wants to inspire students to embrace science, technology, engineering, and mathematics (STEM). It supports the development of the next generation of engineers, scientists, and finance professionals by sponsoring primary school to university-level programs that spark students’

interest and inspire innovation. The program also focuses on promoting opportunities for minorities and women to pursue careers in engineering and research.

Awards vary and business units accept online applications from January 1 to June 30, annually.

Website: www.utc.com/

Corporate+Responsibility/Community/
Apply+for+a+grant

CHS Foundation Mini-grants

The CHS Foundation is committed to investing in the future of rural America, agriculture, and cooperative business through education and leadership development. The CHS Foundation grants up to \$1,000 to innovative academic and leadership programs that strengthen student learning and enhance professional development.

Grants up to \$1,000 are awarded and applications are accepted year-round.

Website: www.chsfoundation.org/scholarshipprog.html#minigrants

Crayola/NAESP Champion Creatively Active Children

In collaboration with the National Association of Elementary School Principals (NAESP), Crayola offers an annual grant program entitled Crayola/NAESP Champion Creatively Active Children. This program provides grants for innovative, creative leadership team building within elementary schools. Up to 20 grants will be available from Crayola to help educators explore the “What if . . .” opportunities to develop a School Creative Leadership Team that focuses on increasing arts-infused education school wide.

The grant includes \$2,500 to implement the project and \$1,000 worth of Crayola products.

Early Bird Bonus: Applications received by the early bird deadline will win a Crayola product Classpack.

Applications are due by June 21, 2013, at midnight (EST). Applications received by midnight (EST) on June 10, 2013, qualify for the Early Bird Bonus.

Website: www.crayola.com/for-educators/ccac-landing/grant-program.aspx

Education Grants

The Dart Foundation awards grants for youth education programs, with an emphasis on science, technology, engineering, and mathematics. This foundation also provides grants to support projects and programs in health, community services, and journalism, with a specific focus on accurate coverage of science and the environment.

Grant requests of up to \$5,000 are accepted year-round. Grant requests of over \$5,000 are due June 15, September 15, December 15, and March 15.

Website: www.dartfoundation.org/web/dartf-web.nsf/pages/index.html

Base line level for technology in each classroom				
				Minus Existing Equipment
K-3 Classrooms	Count	Per Unit	Total	
Mounted Projector	0	\$ 1,200.00	\$ -	
IWB Smartboard/Mimio	0	\$ 1,000.00	\$ -	
Media system DVD/VHS Speakers	0	\$ 300.00	\$ -	
Document Cameras (10 existing cameras)	1	\$ 300.00	\$ 300.00	\$ 3,000.00
Teacher Sound System Microphone and Speakers	1	\$ 400.00	\$ 400.00	
iPads	6	\$ 600.00	\$ 3,600.00	
Laptop computers	6	\$ 600.00	\$ 3,600.00	
Charging Station	1	\$ 300.00	\$ 300.00	
Total for each classroom			\$ 8,200.00	
Classrooms	28			\$ 226,600.00
4-5 Classrooms	Count	Per Unit	Total	
Mounted Projector	1	\$ 1,200.00	\$ 1,200.00	
IWB Smartboard/Mimio (2 existing Mimios)	1	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Media system DVD/VHS Speakers	1	\$ 300.00	\$ 300.00	
Document Cameras (2 existing cameras)	1	\$ 300.00	\$ 300.00	\$ 600.00
Chormebook computers	14	\$ 300.00	\$ 4,200.00	
Charging Station	1	\$ 300.00	\$ 300.00	
	1	\$ 500.00	\$ 500.00	
Total for each classroom			\$ 7,800.00	
Classrooms	10			\$ 75,400.00
6-8 Classrooms	Count	Per Unit	Total	
Mounted Projector	1	\$ 1,200.00	\$ 1,200.00	
IWB Smartboard/Mimio (3 existing cameras)	1	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00
Media system DVD/VHS Speakers	1	\$ 300.00	\$ 300.00	
Document Cameras (2 existing camera)	1	\$ 300.00	\$ 300.00	\$ 600.00
Teacher Sound System Microphone and Speakers	1	\$ 400.00	\$ 400.00	
Charging Station	1	\$ 300.00	\$ 300.00	
Total for each classroom			\$ 3,500.00	
Computer Carts	3	\$ 1,200.00	\$ 3,600.00	
Classrooms	19			\$ 66,500.00
iPad or Laptop set, 30 per gradelevel	90	\$ 600.00	\$ 54,000.00	\$ 54,000.00

9-12 Classrooms	Count	Per Unit	Total		
Mounted Projector (16 existing projectors)	1	\$ 1,200.00	\$ 1,200.00	\$ 19,200.00	
IWB Smartboard/Mimio	0	\$ 1,000.00	\$ -		
Media system DVD/VHS Speakers	1	\$ 300.00	\$ 300.00		
Document Cameras (10 existing cameras)	1	\$ 300.00	\$ 300.00	\$ 3,000.00	
Teacher Sound System Microphone and Speakers	1	\$ 400.00	\$ 400.00		
Laptop computers	5	\$ 600.00	\$ 3,000.00		
Charging Station	1	\$ 300.00	\$ 300.00		
Total for each classroom			\$ 5,500.00		
Classrooms	31				\$ 148,300.00
Computer carts	2	\$ 1,200.00	\$ 2,400.00		\$ 2,400.00
Laptops	60	\$ 600.00	\$ 36,000.00		\$ 36,000.00
Grand Total					\$ 609,200.00



School District of Altoona

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Demographic Trends & Facility Planning Committee

The Altoona school board is seeking community members and staff to serve on the Demographic Trends & Facility Planning Committee. This committee will work with Architectural Design Group (adg) as they move ahead with the Facilities Study process. The committee will generally meet early mornings (7:30 - 9:00 AM) on an as-needed basis over a period of time. If you're available and interested in being a part of this exciting step, please submit an [Interest Applicaton](#) by April 30. Committee appointments will be made on May 20.

Related Information:

- On March 4, the school board adopted [Policy 185](#). The policy sets parameters for standing committees including a new committee, Demographic Trends & Facility Planning.
- On March 19 and 20, the school board met with four architect firms and selected the Architectural Design Group (adg) to conduct a Facility Study process to identify needs and potential options to address the needs.
- On April 22, Sarah Kemp, UW-Madison Applied Population Lab will present enrollment projections (2013/2022) to the school board. The projection process used a combination of historical enrollment data, birth trends, housing starts data and population trends to create reasonable assumptions about growth scenarios and their likely impact on the school district.

About the 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.

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Demographic Trends & Facility Planning Committee

I'm Available and Interested `Please Consider Me:

1. *Name:
2. *Email:
3. *Category: **(1 required)**
 - Elementary Parent
 - Middle School Parent
 - High School Parent
 - Community Member
 - Elementary Staff
 - Middle School Staff
 - High School Staff
4. *Why would you like to serve on the Committee? What expertise, if any, would you bring to the team?

If selected, you will be notified by _____. Thank you for your interest!



Type in the text that you see above:

- Board Goals
- Referendum 2010
- Referendum 2012
- Got Good News?
- Elementary Principal Search

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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:

In lieu of one-half credit of physical education for purposes of high school graduation, a student who meets all of the following requirements shall be eligible to complete an additional one-half credit course offered by the District in a subject area that may or may not be required for graduation. A student is eligible for this option under the following conditions:

- The student has participated in one or more approved school sponsored sports or other organized physical activities after the successful completion of 9th grade (5.5 credits).
- The student has participated in the approved sport/activity during a semester, or portion of a semester, in which the student is not enrolled in a for-credit physical education class that is required for graduation.

Approved school-sponsored sports and activities shall include, but are not necessarily limited to, the following: WIAA sports, dance team, cheerleading, any club sports offered through the district.

If a student wishes to use participation in another sport or organized physical activity, other than those listed above, to establish eligibility for the physical education credit option, he/she shall seek approval from the High School Principal who shall compare the primary purpose, rigor, supervision/instruction, and frequency of practices and contests/performances of the activity to other eligible sports and activities. The student request must be submitted in advance of the sport/activity. The High School principal shall verify and document student participation in the sport/activity, including the eligibility or ineligibility for physical education credit.

In terms of minimal length and rigor, the season (or activity period) should be at least as long as the shortest WIAA season of an approved WIAA sport. It shall be the responsibility of the student to provide relevant information regarding the sport or organized physical activity that will support the request.

During each sport season/activity period used to establish eligibility for the physical education credit option, the student must not have (1) been subject to any disciplinary suspension from a contest or performance imposed either by the supervisor/coach or under any applicable code of conduct; (2) violated any applicable code of conduct during the season (or activity period), the penalty for which was, or would have been, suspension from one or more contests or performances; and (3) been absent from a practice or contest/performance without an acceptable/approved excuse. If the student was injured after the beginning of any of the sports seasons but continued to

participate in team activities as appropriate for the remainder of the season, he/she still satisfies this requirement.

A student must have his/her eligibility for the physical education credit option fully approved, including successful completion of his/her participation in the qualifying sport or other activity, by the time the student needs to register for classes for second semester of 12th grade.

Nothing in this policy shall prevent a student who is eligible for accommodations to the high school graduation requirements, including the credit requirements, under other District policies from receiving those accommodations.

LEGAL REF.: 118.13, 118.33 Wisc. Statutes

ADOPTED:

POLICY: To provide a timely and orderly review of decisions concerning:
a) employee terminations; b) employee discipline; and c) workplace safety.

- I. **Purpose and Applicability:** This procedure provides an employee with the individual opportunity to address concerns regarding discipline, termination, or workplace safety matters, to have those matters reviewed by an Impartial Hearing Officer, and to appeal to the School Board, where appropriate. The District expects employees and management to exercise reasonable efforts to resolve any questions, problems, or misunderstandings prior to utilizing the grievance procedure.

If an employee is subject to a contractual grievance procedure, the contractual grievance procedure must be followed as applicable. This procedure does not replace or supersede any statutory provision which may be applicable to an employee's employment with the School District of Altoona. Any grievance, or part of a grievance, that is subject to the jurisdiction of a different governmental body or Wisconsin statute, or subject to a different dispute resolution process, is excluded from this grievance procedure. This grievance procedure does not create a legally binding contract or a contract of employment.

II. **Definitions**

A. **Definition of "Employee":**

1. For purposes of discipline and termination under this grievance procedure, an employee shall be defined to include regular full-time, part-time, and limited term employees. All other individuals employed by the School District of Altoona, such as casual employees, temporary employees, and short-term substitutes as well as independent contractors, are specifically excluded from the definition of employee and, therefore, this grievance procedure is not available to them.
2. For purposes of workplace safety under this grievance procedure, an employee shall be defined to include regular full-time, part-time, limited term, casual, and temporary employees. All other individuals employed by the School District of Altoona are specifically excluded from the definition of employee and, therefore, this grievance procedure is not available to them.

- B. **Definition of "Discipline":** For purposes of this procedure, "discipline" means an employment action that results in a disciplinary suspension or disciplinary demotion. "Discipline" for purposes of access to this grievance procedure does not include any written or verbal notices, warnings, reprimands, or reminders; verbal disciplines will be documented, but not subject to the grievance procedure. The purpose of written and verbal notices, warnings, reprimands, or reminders is to alert the employee that failure to correct the behavior may result in disciplinary suspension, without pay, disciplinary termination, or disciplinary demotion.

- C. **Definition of "Termination":** For purposes of this procedure, "termination" means a separation from employment by the employer for disciplinary or quality of performance reasons. "Termination" does not include layoff, reduction in workday, furlough, non-renewal, reduction in workforce, job transfer or reassignment, or the end or completion of temporary employment, which are not subject to the grievance procedure.
- D. **Definition of "Workplace Safety":** For purposes of this procedure, "workplace safety" includes any conditions of employment related to the physical health and safety of employees, including the safety of the physical work environment, the safe operation of workplace equipment and tools, provision of personal protective equipment, and accident risks. "Workplace Safety" does not include conditions of employment unrelated to physical health and safety matters, including, but not limited to, hours, overtime, assignments and work schedules.

III. General Provisions

- A. **Role and Appointment of "Impartial Hearing Officer":** For purposes of this procedure, the role of the "Impartial Hearing Officer" will be to define the issues, identifying areas of agreement between the parties and identifying the issues in dispute, and to hear the parties' respective arguments. The Impartial Hearing Officer shall be appointed by the District Administrator based upon the nature of the matter in dispute.
- B. **Time Limits:** Failure to submit or process a grievance by the employee within the time limits specified below, or agreed upon extensions, shall constitute waiver of the grievance and it will be considered resolved on the basis of the employer's last answer. Failure of an employer representative to meet the time limits specified below shall cause the grievance to move automatically to the next step in the procedure within seven (7) days of such failure. A grievance or decision or appeal is considered timely if received by the employer during normal business hours or if postmarked by 12:00 midnight on the due date. The time limits contained in this procedure are to be strictly observed and can only be extended upon the express written consent of the parties.
- C. **Days:** The term "days" as used in this provision means calendar days, excluding holidays as defined in the Handbook. If the last day on which a grievance is to be filed or a decision is to be appealed is a Saturday, Sunday, or holiday as defined in the Handbook, the time limit is the next day which is not a Saturday, Sunday, or holiday.
- D. **Scheduling:** Grievance meetings and hearings will typically be held during the employee's off-duty hours. Time spent in grievance meetings and hearings shall not be considered as compensable work time.
- E. **Representation:** The employee shall have the right to representation during the grievance procedure at the employee's expense.

IV. Procedure for Grievances Concerning Employee Terminations and Employee Discipline:

The employer and employee may mutually agree, in writing, to waive any step to facilitate or expedite resolution of the grievance.

Step 1: An earnest effort shall be made to settle the matter informally between the aggrieved employee and the employee's immediate supervisor. If the grievance is not resolved informally, then it shall be reduced to writing by the employee who shall submit it to the employee's immediate supervisor within fourteen (14) days after the facts upon which the grievance is based first became known, or should have become known, to the employee.

The written grievance shall give a detailed statement concerning the subject of the grievance, the facts upon which the grievance is based, and indicate the specific relief being sought.

The supervisor will reply in writing to the employee within fourteen (14) days after receipt of the written grievance.

Step 2: If the grievance is not settled in Step 1, and the employee wishes to appeal the decision of the supervisor, the employee shall submit the written grievance to the District Administrator or designee within seven (7) days after receipt of the supervisor's written answer to request a hearing before an Impartial Hearing Officer. The Impartial Hearing Officer will be appointed by the District Administrator or designee.

If timely requested, the hearing will normally be scheduled within thirty (30) days of receipt of the request for hearing. The Impartial Hearing Officer may require the parties to submit documents and witness lists in advance of the hearing in order to expedite the hearing. The Impartial Hearing Officer will have the authority to administer oaths, issue subpoenas at the request of either party, and decide if a transcript is necessary. At the conclusion of the hearing, the Impartial Hearing Officer shall render a written decision indicating the reasons for one of four decisions: 1) Sustaining the discipline/termination, 2) Denying the discipline/termination, or 3) Recommending additional investigation prior to final determination. The Impartial Hearing Officer shall issue the written decision to the employee and employer within thirty (30) calendar days from the date of the hearing or submittal of post-hearing briefs. In cases where the Impartial Hearing Officer recommends additional investigation, at the conclusion of the additional investigation, a second, follow-up hearing shall normally be scheduled. The Impartial Hearing Officer may apply relaxed standards for the admission of evidence and may request oral or written arguments and replies.

Step 3: The employer or employee may appeal the decision of the Impartial Hearing Officer to the School Board in writing within seven (7) days of receipt of the written decision of the Impartial Hearing Officer. The decision of the governing body shall be final and binding upon the parties.

Level of Review: The role of the School Board, in reviewing the decision of the Impartial Hearing Officer, is to solely address the following questions:

1. Did the Impartial Hearing Officer follow a fair and impartial process?
2. Is there evidence of corruption, fraud, or misconduct by the Impartial Hearing Officer?
3. Did the Impartial Hearing Officer make an error of fact, law, or judgment which makes his/her award invalid?

After answering the above questions, the School Board will decide to uphold, modify, or reverse the decision of the Impartial Hearing Officer. The School Board will issue its written decision within sixty (60) days from receipt of the appeal.

V. Procedure for Grievances Concerning Employee Workplace Safety:

The employer and employee may mutually agree, in writing, to waive any step to facilitate or expedite resolution of the grievance.

Step 1: Any employee who personally identifies, or is given information about, a workplace safety issue or incident must notify his/her immediate supervisor of the issue or incident as soon as reasonably practicable. All workplace safety issues and incidents, no matter how insignificant the situation may appear to be, must be reported by an employee to their immediate supervisor within 24 hours after the incident or issue was raised in order to be addressed as part of the grievance procedure.

A written report of the incident or issue, outlining the events that transpired and proposed resolution, if any, shall be submitted to the building principal for review and consideration within seven (7) days of the incident or issue.

Step 2: After receipt of the written report, the Building Principal or designee will conduct additional investigation, as required, and normally issue a final report on findings and conclusions within thirty (30) days of receipt of the written report. Copies of the report will be given to the persons who signed the written report as well as to the District Administrator or designee.

Step 3: The employee may appeal the findings and conclusions of the Building Principal and request the appointment of an Impartial Hearing Officer within seven (7) days after receipt of the Building Principal's report. The

Impartial Hearing Officer will be appointed by the District Administrator or designee.

If timely requested, the hearing will normally be scheduled within thirty (30) days of receipt of the request for hearing. The Impartial Hearing Officer may require the parties to submit documents and witness lists in advance of the hearing in order to expedite the hearing. The Impartial Hearing Officer will have the authority to administer oaths, issue subpoenas at the request of either party, and decide if a transcript is necessary. At the conclusion of the hearing, the Impartial Hearing Officer shall render a written decision indicating one of three outcomes: 1) Sustaining the conclusions of the Building Principal, 2) Denying the conclusions of the Building Principal and ordering additional or alternative remedial measures, or 3) Recommending additional investigation prior to final determination. The Impartial Hearing Officer shall issue the written decision to the employee and employer within thirty (30) calendar days from the date of the hearing or submittal of post-hearing briefs. In cases where the Impartial Hearing Officer recommends additional investigation, at the conclusion of the additional investigation, a second, follow-up hearing shall normally be scheduled. The Impartial Hearing Officer may apply relaxed standards for the admission of evidence and may request oral or written arguments and replies.

Step 4:

The employer or employee may appeal the decision of the Impartial Hearing Officer to the School Board in writing within seven (7) days of receipt of the written decision of the Impartial Hearing Officer. The decision of the governing body shall be final and binding upon the parties.

Level of Review: The role of the School Board in reviewing the decision of the Impartial Hearing Officer, is to address the following questions:

1. Did the Impartial Hearing Officer follow a fair and impartial process?
2. Is there evidence of corruption, fraud, or misconduct by the Impartial Hearing Officer?
3. Did the Impartial Hearing Officer make an error of fact, law, or judgment which makes his/her award invalid?

After answering the above questions, the School Board will decide to uphold, modify, or reverse the decision of the Impartial Hearing Officer. The School Board will issue its written decision within sixty (60) days from receipt of the appeal.

Adopted: 11/15/12
Amended:

PROCLAMATION
Supporting the 2013 Eau Claire County Campaign
“Start Talking – Silence is Permission.”



WHEREAS, the Reality Check 21 Partnership reminds Eau Claire County parents and other adults that they are placing youth and young adults at risk for health, safety and legal problems when they provide alcohol to those under age 21; and

WHEREAS, the Eau Claire City-County law enforcement agencies rigorously enforce laws against selling or serving alcohol to underage youth; and

WHEREAS, alcohol use among youth in Eau Claire County is now falling faster than the national average, efforts must continue to reduce underage drinking because 51% of our high school youth still drink alcohol, and nearly half of our youth think that beer is not harmful to their health; and

WHEREAS, over 600 families in Eau Claire County have pledged not to provide alcohol to anyone under 21 in their home or on their property; and

WHEREAS, 74% of youth nationally turn to their parents for guidance on drinking, and parents have an opportunity to help their kids make the choice not to use alcohol before age 21; and

WHEREAS, youth need to hear from their Dad and their Mom that underage drinking is not okay over and over again while they grow up;

NOW, THEREFORE, be it resolved that the Altoona Board of Education endorses the “Start Talking – Silence is Permission” campaign and encourages parents to:

- Talk to their kids regularly about underage drinking, letting them know that they don't approve.
- Have ongoing conversations that use movies, TV shows, and media reports as starting points to remind kids of their expectations.
- Join the Parent Connecting Network and commit to not providing alcohol to those under 21 in their home or on their property.
- Learn how to start and continue these conversations by going to www.getinvolvedasap.org and click on 'Start Talking'.

NOW, THEREFORE, I, Helen Drawbert, on behalf of the school board hereby proclaim the week of April 21-27, 2013 to be:

“Start Talking – Silence is Permission” Week.

Authorized signature

Date

Cost Estimates

Table 9: Cost Estimate for Standard Boiler Replacement at High School

Description	Item Total Cost
(2) New Standard Boilers at 4,000 MBH Input	\$65,000
Install Combustion Air Fan at High School	\$1,500
Natural Gas Piping (50 LF)	\$5,000
Hot Water Supply/Return Piping at Boiler Room (125 LF)	\$18,750
Hot Water Supply/Return Insulation at Boiler Room (125 LF)	\$2,375
Revise Existing Controls for Boilers	\$6,500
Hydronic Flow Testing	\$1,500
Remove Existing HS Boilers and Controls	\$6,000
Remove Existing HS Combustion Air Duct	\$1,000
Asbestos Removal to be Completed by Owner	\$0
Overhead and Engineering Fees	\$23,721
Total:	\$131,346

Table 10: Cost Estimate for Condensing Boiler Replacement at High School and Middle School

Description	Item Total Cost
(2) Condensing Boilers at 3,000 MBH and 4,000 MBH	\$95,000
Install Combustion Air Fan at High School	\$1,500
Natural Gas Piping (50 LF)	\$5,000
Hot Water Supply/Return Piping at Boiler Room (125 LF)	\$18,750
Hot Water Supply/Return Insulation at Boiler Room (125 LF)	\$2,375
Revise Existing Controls for Boilers and Pumps	\$7,800
Hydronic Flow Testing	\$2,000
Remove Existing HS Boilers, Flues and Controls	\$6,000
Relocated (1) MS Boiler to High School	\$2,000
Remove Existing HS Combustion Air Duct	\$1,000
Asbestos Removal to be Completed by Owner	\$0
Overhead and Engineering Fees	\$31,171
Total:	\$172,595



April 3, 2013

RE: Proposal for Architectural
Services
Facility Study
ADG No. 13-017

Dr. Connie Biedron
Superintendent of Schools
School District of Altoona
1903 Bartlett Ave
Altoona, WI 54720

Dear Dr. Biedron:

Thank you for giving ADG the opportunity to provide this proposal to provide the School District of Altoona a facility study to be conducted at the district school building. The services ADG and our consultants will provide are defined below.

Scope of Services

ADG proposes to prepare an architectural/engineering facility study in accordance with Wisconsin Department of Commerce - Safety and Buildings Division, code requirements and applicable handicap accessibility standards which are current as of the date of providing the services. Services to be performed under this Agreement are referenced to AIA Document B102 - 2007 for description of standard architectural practice.

Design Timeline

The Architect's services shall be performed as expeditiously as is consistent with the orderly progress of the Work. Upon request of the Owner, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services which may be adjusted as the Project proceeds, and shall include allowances for periods of time required for the Owner's review and for approval of submissions by authorities having jurisdiction over the Project. It is anticipated the written version of the Study shall be completed on or before May 17th 2013 and additional information/drawings shall be completed by October 2013 with an anticipated referendum tentatively scheduled for November 2013.

Compensation

Provided ADG is retained for future architectural and engineering services resulting from the Study and Referendum, ADG will provide our services for reimbursable costs associated with reprographics only, estimated at \$1500. If the District proceeds with renovations and/or additions and does not retain ADG for these design services ADG shall invoice the District for the actual time and material cost of the Facility Study estimated at \$45,000.00.

Payment Policy

The Architect shall be paid for services by the District as invoiced.

Indemnification Clause

The Client agrees to hold harmless and indemnify the Architect for and against all claims, damages, awards and costs of defense arising out of delays in the Architect’s performance resulting from events beyond the control of the Architect. Whereas job-site safety conditions are the sole responsibility of the Contractor, the Client agrees to hold harmless and indemnify the Architect for and against all claims, damages awards, and costs of defense arising out of claims related to job-site safety. The Client agrees to stipulate within the Contract Documents that the Client or Contractor shall purchase and maintain, during the course of construction, “all-risk” builder’s risk insurance which names the Contractor, the Client’s agents and the Architect as additional insured.

Verification of Existing Conditions

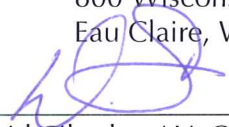
Remodeling, rehabilitation, renovation, and restoration services often involve unforeseen conditions, including various conditions concealed within the walls and floors of an existing structure; and, in the earth under said structures. These concealed conditions are not always discoverable through visual observation or may not be amenable to destructive materials testing. Unless specifically authorized or confirmed in writing by the Owner, the Architect shall not be required to perform or to have others perform destructive testing or to investigate concealed or unknown conditions. In the event documentation or information obtained through visual review is inaccurate or incomplete, any damages, losses, and expenses, including the cost of the Architect’s Additional Services, shall be borne by the Owner.

Agreement

If these terms, as stated above, are understood and agreeable, please sign both copies of this Agreement and return one to our office.

Architect: Architectural Design Group

800 Wisconsin Street.
Eau Claire, WI 54703

By:  _____
David Cihasky, AIA Owner•Principal

Date: APRIL 3, 2013

Owner: School District of Altoona

1903 Bartlett Ave
Altoona, WI 54720

By: _____

Date: _____

Title: _____