



# 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](http://www.altoona.k12.wi.us)

ALTOONA BOARD OF EDUCATION  
Organizational Meeting  
Altoona Commons Addition  
May 6, 2013  
6:30 p.m.

*Agenda*

1. Call to Order
2. Roll Call
3. Reading of Public Notice
4. Pledge of Allegiance
5. Voting Method
6. Election of Officers
  - a. President
  - b. Vice President
  - c. Clerk
  - d. Treasurer
7. 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.*

The current Board President shall have the duty of presiding over the election of officers, unless he/she is no longer on the Board, in which case the Board shall appoint a temporary chair by majority vote for purposes of presiding over the election of officers. The Board President or other presiding officer shall appoint a member of the District staff to count any paper ballots used in connection with the election process and shall then confirm repeated as many times for each office as is necessary to elect the officer, shall be as follows:

- The current Board President or other presiding officer shall make a call for nominations for the officer position to be elected. Any Board member may nominate any eligible person for the office, including him/herself. Nominations need not be seconded. Additional nominees (including nominees who previously declined nomination or who withdrew from consideration during a prior round of voting) may be added prior to each new round of voting for the office, if such additional rounds of voting are needed.
- The nominees (or any new nominee(s) added in a subsequent round of voting) shall be asked to accept or decline the nomination. If a nominee accepts the nomination, his/her name shall be included in the vote(s) for the officer position in question until such time as he/she may withdraw his/her name from consideration. If a nominee declines the nomination, his/her name is not included in the vote(s) for the position.
- Once the nominees for the particular round of voting are clearly established, a vote shall be taken by the method specified above, or by such other method as is selected by a majority vote of the Board at the outset of the organizational meeting. All Board members who are participating in the meeting, including all nominees for the officer position in question, shall cast a vote. In the event that there is only one nominee for an office, the Board may set aside any prior decision to use secret ballots by a showing of unanimous consent, and then conduct a voice vote or other type of vote to elect the officer.

If a nominee earns a majority of the votes cast for the officer position in question, that nominee shall be asked whether he/she accepts the position. If the victorious nominee accepts the position, the position is filled and the process begins anew for the next officer position until all officer positions are filled. If the victorious nominee declines the position, or if no nominee earns a majority of the votes cast, the voting process repeats for that position.

LEGAL REF.: 120.05 Wisc. Statute

Approved: 08/06/12



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ALTOONA BOARD OF EDUCATION  
Regular Meeting  
Altoona Commons Addition  
May 6, 2013  
6:45 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. April 22, 2013 Regular Meeting
7. Public Participation (All remarks are to be addressed to the Board; discussion among citizens present is not permitted. Board members may ask questions of a speaker; however, no formal deliberations are allowed at this time.)
  - a. Non-Agenda items - public comment and concern
  - b. Agenda items - public comment and concern
8. Treasurer's Report
  - a. Approval of Checks for Payment
    - (1) General fund checks totaling \$800,428.51
    - (2) Student activity fund checks totaling \$4,939.32
    - (3) Debt Service checks totaling \$-0-
9. School Showcase
  - a. AFS Exchange Students
  - b. Student Representative's Update
10. Information.
  - a. General Information
    - (1) Policy Development: 538.1-Exhibits 1, 2, 3 – Coach Evaluation; 830 – Community Use of School Facilities; 441.2-Exhibit – Application for Student Representative to the Board
  - b. President's Report
    - (1) Committee Sign-up Process
    - (2) Committee Interest – Demographic Trends & Facilities Planning Committee
    - (3) WASB Spring Academy, May 4

Altoona Board of Education, May 6, 2013

- c. Superintendent's Report
  - (1) WASDA Conference, April 24-26
  - (2) School-Sponsored and Supervised Student Activities Insurance 2013/14 Renewal Report
  - (3) Lunch & Learn: The Dynamics of Conflict Management, April 30
  - (4) Conversations/Coffee with Connie: April 30 and May 1
  - (5) Excellence in Education Banquet, May 1
  - (6) Project Based Learning School Update
  - (7) Facilities Study Update
  - (8) Class Offerings Committee: Staff and Student Surveys
  - (9) Open Enrollment Application Summary for 2013/14
  - (10) Other Meetings and Events
- 11. Board Action after Consideration and Discussion
  - a. Consider Resignation of Elementary Specials' Teacher
  - b. Consider Resignation of High School Golf Assistant Coach
  - c. Consider Employment Recommendation to Fill Extracurricular Positions
  - d. Consider Approval of 187-Rule – Public Participation at Board Meeting
  - e. Consider Initial Adoption of Policy 522.71 – Electronic Media and Social Media
  - f. Consider Approval of 2013/14 Student Insurance Premium
- 12. Anticipated Closed Session as Per Section 19.85 (1) (c) – Wisc. Statutes
  - a. Consider Closed Session Minutes for April 4, 2013
  - b. Considering employment and performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility – 19.85 (1) (c)
- 13. Reconvene into Open Session and Take Necessary Action
- 14. Adjournment

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## **ALTOONA SCHOOL BOARD AGREEMENT**

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

Adopted: 9/19/11

Amended: 1/21/13



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Dr. Connie Biedron, Superintendent

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ALTOONA BOARD OF EDUCATION  
Regular Meeting  
Altoona Commons Addition  
April 22, 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; Absent  
David A. Rowe, Member  
Bradley D. Poquette, Member  
Dr. Connie M. Biedron, Superintendent  
Joyce M. Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Administer Oath of Office. The Oath of Office was administered to David Rowe and Brad Poquette.
6. Rules for Meeting
7. Approval of Minutes. a. April 8, 2013 Regular Meeting. Motion by Elvig to approve the minutes as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, absent; Poquette, yes; Drawbert, yes. Motion carried 4-0.
8. Public Participation. a. Non-Agenda items - public comment and concern. (1) David Rowe mentioned last Friday's Eggs & Issues Session featuring the "State of Altoona." b. Agenda items - public comment and concern. None.
9. Treasurer's Report. a. Approval of Checks for Payment. Motion by Elvig to approve payment of general fund checks totaling \$494521.66 and student activity fund checks totaling \$1,879.50 as presented, seconded by Rowe. Rowe, yes; Hilger, absent; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0.  
b. Approval of Treasurer's Report. Motion by Elvig to approve the Treasurer's Report as presented, seconded by Rowe. Hilger, absent; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0.

10. Planning for the Schools of Tomorrow-Enrollment Projections Report. Sarah Kemp, Applied Population Lab (APL), University of Wisconsin-Madison, presented enrollment projections and findings for 2013 through 2022. The projections process used a combination of historical enrollment data, birth trends and projections, housing starts data, and population trends to create reasonable assumptions about future growth and the potential impact on the school district. The report was completed in March 2013.
11. Review Debt Defeasance Process. Dave DeYoung, Stifel, Nicolaus & Company Incorporated, reviewed the Defeasance Task List and target dates. Under the guidelines of the “Resolution Authorizing District Employees to Subscribe for United States Treasury State and Local Governmental Obligations” (see 13.h.), the District will be authorized to subscribe for State and Local Government series Treasury Securities prior to the May 20 board meeting. The draft resolution (and exhibits) for adoption on May 20 were also provided in advance for any clarification.
12. Information. **a. General Information.** (1) Policy Development: 187-Rule – Public Participation at Board Meetings. Rule 187 was discussed. **b. President’s Report.** (1) Region 4 Legislative Meeting. The April 15 Region 4 meeting with legislators was reviewed. The Elk Mound school board hosted the event. (2) WASB New Board Member Gathering. David Rowe and Brad Poquette attended the meeting held at the Durand High School on April 16. (3) WASB Spring Academy. Helen Drawbert, Robin Elvig and Brad Poquette will attend the Spring Academy. The event, which features sessions geared-toward both new and experienced board members, will be held on May 4 in Waukesha. **c. Superintendent’s Report.** (1) Tenth Street Tennis Court Grand Opening. The Tenth Street Tennis Courts grand opening has been rescheduled for May 18, 10 a.m. to noon. (2) Enrollment Update Report. Student enrollments as of April 5, 2013 were reviewed: Pedersen Elementary, 686; middle school, 434; and high school, 443 for a district total of 1563. (3) Facilities Study Process Update. The facilities study process is underway. (4) Project Based Learning (PBL) School Update. The PBL team met twice in April. A parent meeting was held on April 18; about 80 attended. (5) Transforming Wisconsin Classrooms Grant. A Transforming Wisconsin Classrooms grant application will be submitted by the April 30 deadline. The district is seeking funding in the amount of \$75,000. The Executive Director of the foundation funding the grant, met with district staff last week to provide feedback. (6) Library Board Meeting. The most recent Library Board Meeting was held on April 17. (7) Eggs & Issues. Dr. Biedron gave an overview from the April 19 Eggs & Issues. This session featured the “State of Altoona” update presented by Mike Golat, administrator, City of Altoona. (8) Monthly Budget Update. Year to date expenditures and revenues as of April 18 were reviewed. (9) Other Meetings and Events. Other topics reviewed: staff and student surveys that are underway to assess interest in online courses, the meeting with the professional educators to explain the base-wage calculation, the Children’s Legacy Luncheon and honoree Susan Hintgen, the National Honor Society – AHS Chapter induction ceremony, as well as upcoming events including lock-down and evacuation drills, Conversations and Coffee with Connie, a chamber workshop on conflict management, and the WASDA Superintendent’s Conference.
13. Board Action after Consideration and Discussion. **a. Consider Retirement of Grade 4 Teacher.** Motion by Elvig to accept the retirement of Sandra Irwin, grade 4 teacher effective at year-end, seconded by Rowe. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, absent; Drawbert, yes. Motion carried 4-0. **b. Consider Retirement of Middle School Title 1 Teacher.** Motion by Rowe to accept the retirement of Patricia Solfest, middle school Title 1 teacher effective at year-end, seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, absent; Poquette, yes; Drawbert, yes. Motion carried 4-0. **c. Consider Retirement of Elementary Music Teacher.** Motion by Elvig to accept the retirement of Cathy Seipel, elementary music teacher effective at year-end, seconded by Rowe. Rowe, yes; Hilger, absent; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0. **d. Consider Resignation of Kindergarten Teacher.** Motion by Rowe to accept the resignation of Vicki James, kindergarten teacher effective at year-end, seconded by Elvig. Hilger, absent; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0.

e. Consider Employment Recommendation to Fill Extracurricular Positions. Motion by Elvig to approve employment recommendations to fill coach/advisor positions for the 2012/13 season: Greg Emerson, middle school tennis; Ryan Wundrow, high school golf assistant; Angi Goodwin, Odyssey of the Mind (OM); Kathy Kent, OM; Jennifer Sagert, OM; Steve Lippert, high school track assistant; and Many Dodge high school softball assistant, seconded by Rowe. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, absent; Drawbert, yes. Motion carried 4-0. f. Consider Adoption of Professional Educator Handbook. Motion by Elvig to adopt the Professional Educator Handbook as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, absent; Poquette, yes; Drawbert, yes. Motion carried 4-0. g. Consider Final Adoption of Policy 345.64 – Physical Education Credit Option. Motion by Elvig to approve Final Adoption of Policy 345.64 as presented, seconded by Rowe. Rowe, yes; Hilger, absent; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 4-0. h. Consider Adoption of Resolution Authorizing District Employees to Subscribe for United States Treasury State and Local Governmental Obligations. Motion by Rowe to adopt the Resolution Authorizing District Employees to Subscribe for United States Treasury State and Local Governmental Obligations as presented, seconded by Elvig. Hilger, absent; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 4-0.

14. Adjournment. Motion by Rowe to adjourn at 8:15 p.m., seconded by Elvig. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, absent; Drawbert, yes. Motion carried 4-0.

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

Joyce M. Orth CAP, Board Secretary

\_\_\_\_\_  
District Clerk

\_\_\_\_\_  
Date

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CHECK DATE	CHECK ACCOUNT			VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER			DESCRIPTION	
04/23/2013	128937	10 L 000 000 811680 000		OKLAHOMA DEPARTMENT OF HUMAN SERVICE	Payroll accrual	74.91
					Totals for 128937	74.91
04/23/2013	128938	10 L 000 000 811680 000		WI SCTF	Payroll accrual	187.50
04/23/2013	128938	10 L 000 000 811680 000		WI SCTF	Payroll accrual	46.98
04/23/2013	128938	27 L 000 000 811680 000		WI SCTF	Payroll accrual	7.02
					Totals for 128938	241.50
04/25/2013	128939	10 E 800 411 221001 406		ALTOONA SCHOOLS FOOD SERVICE	Advisory Committee Breakfast	9.58
					Totals for 128939	9.58
04/25/2013	128940	10 E 800 355 263300 000		AT&T	TELEPHONE	138.26
					Totals for 128940	138.26
04/25/2013	128941	10 E 200 942 241000 000		AWSA (ASSOC WI SCH ADMIN)	AWSA dues for 2013-14/Pszeniczny	515.00
04/25/2013	128941	10 E 400 942 241000 000		AWSA (ASSOC WI SCH ADMIN)	AWSA & NASSP dues PEPOWSKI	765.00
					Totals for 128941	1,280.00
04/25/2013	128942	10 E 400 310 120000 710		BARNES AND NOBLE COLLEGE BOOKSELLER	UWEC Youth Options bookstore bil	127.33
					Totals for 128942	127.33
04/25/2013	128943	80 E 800 310 310000 000		BLACKBURN, JACK	Senior Day Registration	35.00
					Totals for 128943	35.00
04/25/2013	128944	10 E 800 310 162101 000		CICERO, NATHAN	Accompanist fee for Enginuity	225.00
					Totals for 128944	225.00
04/25/2013	128945	10 E 800 310 231400 000		EAU CLAIRE COUNTY	2013 SPRING ELECTION	459.53
					Totals for 128945	459.53
04/25/2013	128946	10 L 000 000 816902 000		EC COUNTY REGISTER OF DEEDS & KATRE	Assistance for parent to obtain birth certificate.	20.00
					Totals for 128946	20.00
04/25/2013	128947	10 E 100 411 110100 000		EAU CLAIRE CHILDREN'S THEATRE	Payment for attending a play	371.00
					Totals for 128947	371.00
04/25/2013	128948	10 E 800 348 254500 000		EXXON MOBIL - PROCESSING CENTER	GAS	879.50
					Totals for 128948	879.50
04/25/2013	128949	10 E 200 320 254300 000		KARGES-FAULCONBRIDGE, INC.	Boiler study by KFI engineering firm.	1,799.44
04/25/2013	128949	10 E 400 320 254300 000		KARGES-FAULCONBRIDGE, INC.	Boiler study by KFI engineering firm.	1,799.44
					Totals for 128949	3,598.88
04/25/2013	128950	10 E 100 411 110101 000		LAKESHORE CURRICULUM MATERIALS	RA 522 Double Sided Counters	98.84
					Totals for 128950	98.84
04/25/2013	128951	10 E 800 942 214400 000		NAT'L ASSOC OF SCHOOL NURSES	NASN/Wisconsin Association of School Nurse annual membership	155.00
					Totals for 128951	155.00

CHECK DATE	CHECK ACCOUNT						VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER				DESCRIPTION			
04/25/2013	128952	27 E 700 411 158510 341				PETTY CASH FUND	Petty Cash for Cooking	98.64	
							Totals for 128952	98.64	
04/25/2013	128953	10 E 400 949 162117 000				SCHOOL DISTRICT OF RIVER FALLS	entry fee for weekend DH 4/27 @ River Falls	50.00	
							Totals for 128953	50.00	
04/25/2013	128954	10 E 800 480 266000 000				SKYWARD, INC.	ANNUAL LICENSE FEES	30,936.64	
							Totals for 128954	30,936.64	
04/25/2013	128956	10 E 800 310 221400 000				SOLUTION TREE	PLC INST MN JULY 8-10 - BIEDRON	629.00	
04/25/2013	128956	10 E 800 310 221400 000				SOLUTION TREE	PLC INST MN JULY 8-10 - HENRY	629.00	
04/25/2013	128956	10 E 800 310 221400 000				SOLUTION TREE	PLC INST MN JULY 8-10 - PSZENICZNY	629.00	
04/25/2013	128956	10 E 800 310 221400 000				SOLUTION TREE	PLC INST MN JULY 8-10 - PEPOWSKI	629.00	
04/25/2013	128956	10 E 800 310 221400 000				SOLUTION TREE	PLC INST MN JULY 8-10 - 10 STAFF	6,290.00	
							Totals for 128956	8,806.00	
04/25/2013	128958	10 E 200 411 126000 000				STAPLES	general classroom supplies	11.73	
04/25/2013	128958	10 E 200 411 126000 000				STAPLES	general classroom supplies	29.42	
04/25/2013	128958	27 E 700 411 158750 341				STAPLES	supplies for special education	26.16	
04/25/2013	128958	27 E 700 411 223300 341				STAPLES	Office supplies	10.61	
04/25/2013	128958	10 E 200 411 125510 000				STAPLES	AA batteries	34.78	
04/25/2013	128958	27 E 700 411 158750 341				STAPLES	supplies for special education	137.59	
04/25/2013	128958	10 E 200 411 127000 000				STAPLES	Classroom Supplies	258.57	
							Totals for 128958	508.86	
04/23/2013	121320947	10 L 000 000 811670 000				ING LIFE INS & ANNUITY CO	Payroll accrual	745.40	
04/23/2013	121320947	27 L 000 000 811670 000				ING LIFE INS & ANNUITY CO	Payroll accrual	64.60	
04/23/2013	121320947	10 L 000 000 811670 000				ING LIFE INS & ANNUITY CO	Payroll accrual	150.40	
04/23/2013	121320947	27 L 000 000 811670 000				ING LIFE INS & ANNUITY CO	Payroll accrual	9.60	
							Totals for 121320947	970.00	
04/23/2013	121320948	10 L 000 000 811650 000				WEST CENTRAL EDUCATION ASSN	Payroll accrual	203.46	
04/23/2013	121320948	27 L 000 000 811650 000				WEST CENTRAL EDUCATION ASSN	Payroll accrual	203.20	
04/23/2013	121320948	80 L 000 000 811650 000				WEST CENTRAL EDUCATION ASSN	Payroll accrual	2.84	
04/23/2013	121320948	10 L 000 000 811650 000				WEST CENTRAL EDUCATION ASSN	Payroll accrual	3,212.54	
04/23/2013	121320948	27 L 000 000 811650 000				WEST CENTRAL EDUCATION ASSN	Payroll accrual	463.78	
04/23/2013	121320948	10 L 000 000 811650 000				WEST CENTRAL EDUCATION ASSN	Payroll accrual	196.80	
							Totals for 121320948	4,282.62	
04/23/2013	121320950	10 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	70,195.88	
04/23/2013	121320950	27 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	14,761.37	
04/23/2013	121320950	10 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	4,096.65	
04/23/2013	121320950	27 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	600.35	
04/23/2013	121320950	10 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	7,916.17	
04/23/2013	121320950	27 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	1,371.46	
04/23/2013	121320950	50 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	72.56	
04/23/2013	121320950	10 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	1,189.05	
04/23/2013	121320950	27 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	180.58	
04/23/2013	121320950	50 L 000 000 811631 000				WEA INSURANCE TRUST	Payroll accrual	7.09	

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
04/23/2013	121320950	80 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	0.00
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	MAY 2013 BILLING IN APRIL	-8,267.22
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	286.62
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	40.08
04/23/2013	121320950	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	2.70
04/23/2013	121320950	10 A 000 000 715632 000	WEA INSURANCE TRUST	MAY 2013 BILLING IN APRIL/RETIREE	33,598.12
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	9,873.28
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	1,840.12
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	108.07
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	42.84
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	70,195.88
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	14,761.37
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	9,873.28
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	1,840.12
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	97.99
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	42.84
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	7,916.17
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	1,371.46
04/23/2013	121320950	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	72.56
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	1,173.03
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	180.58
04/23/2013	121320950	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	7.09
04/23/2013	121320950	80 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	0.00
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	4,096.65
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	600.35
04/23/2013	121320950	10 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	283.92
04/23/2013	121320950	27 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	40.08
04/23/2013	121320950	50 L 000 000 811631 000	WEA INSURANCE TRUST	Payroll accrual	2.70
				Totals for 121320950	250,471.84
04/18/2013	121320951	50 E 800 320 257220 000	CERTIFIED REFRIG & MECHANICAL C/O A	high school walk in cooler repair	731.61
				Totals for 121320951	731.61
04/18/2013	121320952	50 E 800 415 257210 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	240.00
04/18/2013	121320952	50 E 800 415 257220 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	1,245.96
04/18/2013	121320952	50 E 800 415 257250 000	DEAN FOODS OF WISCONSIN	Morning Glory/Dean Foods blanket order	533.12
				Totals for 121320952	2,019.08
04/18/2013	121320953	50 E 800 415 257220 000	DOMINOS PIZZA	Domino's Pizza blanket order	337.50
04/18/2013	121320953	50 E 800 415 257220 000	DOMINOS PIZZA	Domino's Pizza blanket order	217.50
				Totals for 121320953	555.00
04/18/2013	121320954	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	57.33
04/18/2013	121320954	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	125.03
04/18/2013	121320954	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	153.64
04/18/2013	121320954	50 E 800 415 257220 000	EARTHGRAINS BAKING CO. INC.	Earthgrains blanket order	97.05
				Totals for 121320954	433.05
04/18/2013	121320955	50 E 800 411 257220 000	ECOLAB, INC	eco-lab blanket order	281.98
				Totals for 121320955	281.98

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-131.31
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-18.51
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-36.14
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-33.99
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-42.08
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	47.78
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	28.80
04/18/2013	121320960	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	262.63
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	2,227.52
04/18/2013	121320960	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	167.45
04/18/2013	121320960	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	39.42
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	2.40
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-42.08
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-101.38
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-15.78
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-8.41
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	-42.08
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	294.14
04/18/2013	121320960	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	661.03
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	1,924.06
04/18/2013	121320960	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	137.64
04/18/2013	121320960	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	199.41
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	15.60
04/18/2013	121320960	50 E 800 415 257210 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	612.27
04/18/2013	121320960	50 E 800 415 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	1,996.18
04/18/2013	121320960	50 E 800 415 257250 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	173.87
04/18/2013	121320960	50 E 800 419 257220 000	INDIANHEAD FOODSERVICE DISTRIBUTOR,	Indianhead Foodservice blanket order	265.55
				Totals for 121320960	8,583.99

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
04/25/2013	121320961	10 E 800 354 231100 000	BADGERLAND PRINTING INC.	STATIONARY FOR DO		217.35
04/25/2013	121320961	10 E 800 354 252000 000	BADGERLAND PRINTING INC.	STATIONARY FOR DO		217.35
04/25/2013	121320961	27 E 700 411 223300 341	BADGERLAND PRINTING INC.	STATIONARY FOR DO		48.30
				Totals for 121320961		483.00
04/25/2013	121320962	10 E 800 320 254500 000	BOBCAT PLUS	repair sweeper on bobcat		462.90
				Totals for 121320962		462.90
04/25/2013	121320963	10 E 100 411 110100 000	CALLOWAY HOUSE, INC.	Support Writer's Workshop displaying featured texts		129.91
				Totals for 121320963		129.91
04/25/2013	121320964	10 E 200 411 126000 000	CAROLINA BIOLOGICAL SUPPLY CO	general classroom supplies		81.90
04/25/2013	121320964	10 E 200 411 126000 000	CAROLINA BIOLOGICAL SUPPLY CO	general classroom supplies		1,232.60
				Totals for 121320964		1,314.50
04/25/2013	121320965	10 E 800 386 431000 141	CESA #10	TITLE 1 ADMIN - QTR 4 FY' 03		2,953.50
04/25/2013	121320965	10 E 800 358 221910 000	CESA #10	Cash match for BTOP grant for 2013		15,000.00
				Totals for 121320965		17,953.50
04/25/2013	121320966	10 E 800 411 221910 000	DAKTECH COMPUTERS	Spare 1 TB hard drive for Neptune Server		130.00
				Totals for 121320966		130.00
04/25/2013	121320967	10 E 100 432 222200 000	FOLLETT LIBRARY RESOURCES	Generic Online Book Ordering PO		317.56
04/25/2013	121320967	10 E 400 432 222200 000	FOLLETT LIBRARY RESOURCES	Generic Online Book Ordering PO		317.55
				Totals for 121320967		635.11
04/25/2013	121320968	10 E 400 470 125500 000	JW PEPPER & SON INC.	SKYFALL EPRINT		55.00
				Totals for 121320968		55.00
04/25/2013	121320969	10 E 800 310 263300 000	MARCO INC	telephone maintenance		485.30
				Totals for 121320969		485.30
04/25/2013	121320970	10 E 200 320 254410 000	MORGAN MUSIC COMPANY	repair speaker		62.21
				Totals for 121320970		62.21
04/25/2013	121320971	10 E 400 411 121000 000	NASCO	high school art supplies		66.00
04/25/2013	121320971	10 E 800 470 120000 000	NASCO	digital cameras		1,338.12
04/25/2013	121320971	10 E 800 470 120000 000	NASCO	digital cameras		191.16
04/25/2013	121320971	10 E 400 411 121000 000	NASCO	high school art supplies		794.76
				Totals for 121320971		2,390.04
04/25/2013	121320972	10 E 400 310 162223 000	REGIS CATHOLIC SCHOOLS	JV HOCKEY COACH		2,141.00
				Totals for 121320972		2,141.00
04/25/2013	121320973	10 E 800 942 232100 000	ROTARAY CLUB OF EAU CLAIRE	MEMBERSHIP DUES, MEETINGS		172.00
				Totals for 121320973		172.00
04/25/2013	121320974	10 E 800 291 221300 000	STAMOS, MARY	CREDIT REIMBURSEMENT		120.00
				Totals for 121320974		120.00
04/25/2013	121320977	27 E 800 341 256770 347	STUDENT TRANSIT EAU CLAIRE, INC.	TWO BUSES TO UWEC DAVIES		241.00

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
					CENTER - JEN ROBERTSON	
04/25/2013	121320977	10 E 800 341 256710 000	STUDENT TRANSIT EAU CLAIRE, INC.		ROUTE	21,226.80
04/25/2013	121320977	27 E 800 341 256750 011	STUDENT TRANSIT EAU CLAIRE, INC.		SPECIALIZED TRANSPORTATION	1,904.97
04/25/2013	121320977	27 E 800 341 256750 011	STUDENT TRANSIT EAU CLAIRE, INC.		NEEDS	1,965.29
04/25/2013	121320977	27 E 800 341 256750 011	STUDENT TRANSIT EAU CLAIRE, INC.		SPEC ED ROUTE	3,506.25
04/25/2013	121320977	80 E 200 341 256740 000	STUDENT TRANSIT EAU CLAIRE, INC.		GBB - NORTHSTAR	126.00
04/25/2013	121320977	10 E 800 341 256710 000	STUDENT TRANSIT EAU CLAIRE, INC.		ROUTE	10,157.70
04/25/2013	121320977	10 E 200 341 256770 000	STUDENT TRANSIT EAU CLAIRE, INC.		MS TO UWEC HILLTOP	129.62
04/25/2013	121320977	10 E 400 341 256740 000	STUDENT TRANSIT EAU CLAIRE, INC.		CHOIR TO CADOTT	951.12
04/25/2013	121320977	10 E 400 341 256740 000	STUDENT TRANSIT EAU CLAIRE, INC.		FORENSICS TO MEMORIAL	168.00
04/25/2013	121320977	10 E 200 341 256770 000	STUDENT TRANSIT EAU CLAIRE, INC.		MS TO AFTON ALPS	508.75
04/25/2013	121320977	10 E 800 341 256710 000	STUDENT TRANSIT EAU CLAIRE, INC.		ROUTES	3,630.00
04/25/2013	121320977	10 E 800 310 256710 000	STUDENT TRANSIT EAU CLAIRE, INC.		MONITORS	2,998.80
					Totals for 121320977	47,514.30
04/29/2013	201200426	10 E 100 249 110000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-165.61
04/29/2013	201200426	10 E 100 249 110100 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-246.34
04/29/2013	201200426	10 E 100 249 110101 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-360.18
04/29/2013	201200426	10 E 100 249 110200 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-218.89
04/29/2013	201200426	10 E 100 249 110300 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-257.92
04/29/2013	201200426	10 E 100 249 110400 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-147.37
04/29/2013	201200426	10 E 100 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-46.79
04/29/2013	201200426	10 E 100 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-70.07
04/29/2013	201200426	10 E 100 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-53.50
04/29/2013	201200426	10 E 100 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-255.27
04/29/2013	201200426	10 E 100 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-84.41
04/29/2013	201200426	10 E 100 249 110100 332	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-73.09
04/29/2013	201200426	10 E 100 249 110101 332	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-76.94
04/29/2013	201200426	10 E 100 249 110200 332	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-122.89
04/29/2013	201200426	10 E 100 249 110300 365	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-61.44
04/29/2013	201200426	10 E 200 249 120000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-29.04
04/29/2013	201200426	10 E 200 249 120500 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-166.41
04/29/2013	201200426	10 E 200 249 120600 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-140.39
04/29/2013	201200426	10 E 200 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-8.94
04/29/2013	201200426	10 E 200 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-175.20
04/29/2013	201200426	10 E 200 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-16.02
04/29/2013	201200426	10 E 200 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-69.09
04/29/2013	201200426	10 E 200 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-3.45
04/29/2013	201200426	10 E 200 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-30.76
04/29/2013	201200426	10 E 200 249 125510 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-61.73
04/29/2013	201200426	10 E 200 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-80.34
04/29/2013	201200426	10 E 200 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-110.89
04/29/2013	201200426	10 E 200 249 132700 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-34.79
04/29/2013	201200426	10 E 200 249 136320 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-7.99
04/29/2013	201200426	10 E 200 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-7.68
04/29/2013	201200426	10 E 200 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-63.60
04/29/2013	201200426	10 E 200 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-123.10
04/29/2013	201200426	10 E 200 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-102.73
04/29/2013	201200426	10 E 200 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-160.25
04/29/2013	201200426	10 E 200 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-1.30
04/29/2013	201200426	10 E 200 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-114.12
04/29/2013	201200426	10 E 200 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-55.58
04/29/2013	201200426	10 E 400 249 121000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-45.50
04/29/2013	201200426	10 E 400 249 122000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-246.21
04/29/2013	201200426	10 E 400 249 123000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-107.22
04/29/2013	201200426	10 E 400 249 124000 000	DIVERSIFIED BENEFIT SERVICES INC		HRA PAYMENTS	-142.58

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
04/29/2013	201200426	10 E 400 249 125400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-3.45
04/29/2013	201200426	10 E 400 249 125500 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-30.76
04/29/2013	201200426	10 E 400 249 126000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-206.00
04/29/2013	201200426	10 E 400 249 127000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-199.68
04/29/2013	201200426	10 E 400 249 141000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-11.67
04/29/2013	201200426	10 E 400 249 143000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-64.22
04/29/2013	201200426	10 E 400 249 213000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-86.58
04/29/2013	201200426	10 E 400 249 222200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-102.59
04/29/2013	201200426	10 E 400 249 241000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-150.69
04/29/2013	201200426	10 E 400 249 241100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-4.13
04/29/2013	201200426	10 E 400 249 253300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-105.65
04/29/2013	201200426	10 E 400 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-55.58
04/29/2013	201200426	10 E 400 249 132700 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-100.54
04/29/2013	201200426	10 E 400 249 136320 400	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-53.47
04/29/2013	201200426	10 E 700 249 172000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-78.59
04/29/2013	201200426	10 E 800 249 211100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-34.16
04/29/2013	201200426	10 E 800 249 214400 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-40.76
04/29/2013	201200426	10 E 800 249 221910 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-107.11
04/29/2013	201200426	10 E 800 249 223100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-32.75
04/29/2013	201200426	10 E 800 249 232100 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-115.80
04/29/2013	201200426	10 E 800 249 252000 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-92.19
04/29/2013	201200426	10 E 800 249 254200 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-55.57
04/29/2013	201200426	10 E 800 249 254300 000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-57.52
04/29/2013	201200426	10 E 800 249 122000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-75.78
04/29/2013	201200426	10 E 800 249 239000 141	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-1.74
04/29/2013	201200426	27 E 700 249 152000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-78.59
04/29/2013	201200426	27 E 700 249 158100 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-17.86
04/29/2013	201200426	27 E 700 249 158310 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-61.65
04/29/2013	201200426	27 E 700 249 158320 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-61.48
04/29/2013	201200426	27 E 700 249 158330 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-15.62
04/29/2013	201200426	27 E 700 249 158340 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-12.04
04/29/2013	201200426	27 E 700 249 158510 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-4.90
04/29/2013	201200426	27 E 700 249 158520 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-61.49
04/29/2013	201200426	27 E 700 249 158530 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-61.58
04/29/2013	201200426	27 E 700 249 158710 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-78.92
04/29/2013	201200426	27 E 700 249 158730 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-61.53
04/29/2013	201200426	27 E 700 249 158750 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-61.58
04/29/2013	201200426	27 E 700 249 158760 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-61.60
04/29/2013	201200426	27 E 700 249 159110 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-724.98
04/29/2013	201200426	27 E 700 249 213000 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-22.86
04/29/2013	201200426	27 E 700 249 214400 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-16.65
04/29/2013	201200426	27 E 700 249 223300 011	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-29.04
04/29/2013	201200426	27 E 700 249 223300 341	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-42.90
04/29/2013	201200426	10 E 100 249 110300 332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS		-61.43
Totals for 201200426						-7,749.30
04/23/2013	201200431	10 L 000 000 811671 000	GREAT-WEST RETIREMENT SERVICES	Payroll accrual		1,045.00
04/23/2013	201200431	27 L 000 000 811671 000	GREAT-WEST RETIREMENT SERVICES	Payroll accrual		500.00
Totals for 201200431						1,545.00
04/23/2013	201200432	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		689.90
04/23/2013	201200432	27 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		9.60
04/23/2013	201200432	50 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		10.00
04/23/2013	201200432	80 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		7.50
04/23/2013	201200432	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		24,942.47
04/23/2013	201200432	27 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual		2,820.34

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
04/23/2013	201200432	50 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	277.22
04/23/2013	201200432	80 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	123.22
04/23/2013	201200432	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	17,106.43
04/23/2013	201200432	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2,610.76
04/23/2013	201200432	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	329.48
04/23/2013	201200432	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	127.12
04/23/2013	201200432	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	4,000.73
04/23/2013	201200432	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	610.56
04/23/2013	201200432	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	77.07
04/23/2013	201200432	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	29.73
				Totals for 201200432	53,772.13
04/23/2013	201200433	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	4,000.73
04/23/2013	201200433	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	610.56
04/23/2013	201200433	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	77.07
04/23/2013	201200433	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	29.73
04/23/2013	201200433	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	17,106.43
04/23/2013	201200433	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2,610.76
04/23/2013	201200433	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	329.48
04/23/2013	201200433	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	127.12
				Totals for 201200433	24,891.88
04/23/2013	201200434	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	82.50
04/23/2013	201200434	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	55.00
04/23/2013	201200434	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	7.50
04/23/2013	201200434	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	14,192.62
04/23/2013	201200434	27 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	1,996.53
04/23/2013	201200434	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	135.01
04/23/2013	201200434	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	73.83
				Totals for 201200434	16,542.99
04/23/2013	201200435	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	15,023.95
04/23/2013	201200435	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,018.57
04/23/2013	201200435	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,842.91
04/23/2013	201200435	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	712.95
04/23/2013	201200435	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	104.69
04/23/2013	201200435	80 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	38.38
04/23/2013	201200435	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	15,023.95
04/23/2013	201200435	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,018.57
04/23/2013	201200435	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,842.91
04/23/2013	201200435	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	712.95
04/23/2013	201200435	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	295.80
04/23/2013	201200435	80 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	38.38
04/23/2013	201200435	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	191.10
				Totals for 201200435	41,865.11
04/23/2013	201200436	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	2,707.50
04/23/2013	201200436	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	64.14
04/23/2013	201200436	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	45.75
04/23/2013	201200436	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	10.44
04/23/2013	201200436	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	2,895.00
04/23/2013	201200436	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	5,403.75
04/23/2013	201200436	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	500.00
04/23/2013	201200436	80 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	78.25
04/23/2013	201200436	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	233.00
04/23/2013	201200436	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	98.23



CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
04/23/2013	201200436	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual		64.86
				Totals for 201200436		12,100.92
04/23/2013	201200437	10 A 000 000 711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT-4/23/13		179,265.92
04/23/2013	201200437	27 A 000 000 711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT-4/23/13		29,299.83
04/23/2013	201200437	50 A 000 000 711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT-4/23/13		4,298.60
04/23/2013	201200437	80 A 000 000 711100 000	WELLS FARGO BANK/NET PR & DIRECT DE	PR & DIRECT DEPOSIT-4/23/13		1,561.98
				Totals for 201200437		214,426.33
04/29/2013	201200438	10 E 800 355 263300 000	AT&T	Early Childhood		94.92
				Totals for 201200438		94.92
04/29/2013	201200439	10 E 800 355 263300 000	AT&T	DO fax		256.23
				Totals for 201200439		256.23
04/29/2013	201200440	10 E 800 411 252000 000	MAGIC-WRIGHTER	Service fees		12.00
				Totals for 201200440		12.00
04/29/2013	201200441	10 E 100 310 254300 000	WM OF NORTHERN WISCONSIN, INC	Garbage pickup		515.53
04/29/2013	201200441	10 E 200 310 254300 000	WM OF NORTHERN WISCONSIN, INC	Garbage pickup		515.53
04/29/2013	201200441	10 E 400 310 254300 000	WM OF NORTHERN WISCONSIN, INC	Garbage pickup		515.53
				Totals for 201200441		1,546.59
04/29/2013	201200442	10 L 000 000 811614 000	DIVERSIFIED BENEFIT SERVICES INC	Flex plan charges		465.00
				Totals for 201200442		465.00
04/29/2013	201200443	10 E 800 358 221910 000	CHARTER COMMUNICATIONS	INTERNET - DAHL		58.01
				Totals for 201200443		58.01
04/29/2013	201200444	10 E 100 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease		2,133.99
04/29/2013	201200444	10 E 200 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease		1,467.20
04/29/2013	201200444	10 E 400 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease		2,254.79
04/29/2013	201200444	10 E 800 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease		189.73
04/29/2013	201200444	50 E 800 320 257220 000	E O JOHNSON COMPANY	Printer/copier lease		54.90
				Totals for 201200444		6,100.61
04/29/2013	201200445	10 E 400 411 222200 000	UNITED PARCEL SERVICE	Shipping		8.80
04/29/2013	201200445	10 E 800 353 258500 000	UNITED PARCEL SERVICE	Shipping		9.46
04/29/2013	201200445	10 E 800 411 221910 000	UNITED PARCEL SERVICE	Shipping		8.62
				Totals for 201200445		26.88
04/29/2013	201200446	10 E 100 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage		96.15
04/29/2013	201200446	10 E 100 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage		222.66
04/29/2013	201200446	10 E 400 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage		232.29
04/29/2013	201200446	10 E 400 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage		72.67
				Totals for 201200446		623.77
04/29/2013	201200447	10 E 100 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES		2,935.85
04/29/2013	201200447	10 E 100 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES		3,692.63
04/29/2013	201200447	10 E 200 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES		1,908.63
04/29/2013	201200447	10 E 200 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES		4,933.87
04/29/2013	201200447	10 E 400 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES		3,412.83

CHECK DATE	CHECK ACCOUNT				VENDOR	INVOICE DESCRIPTION	AMOUNT
	NUMBER	NUMBER					
04/29/2013	201200447	10 E 400	336 253300	000	XCEL ENERGY	MONTHLY UTILITIES	5,527.96
						Totals for 201200447	22,411.77
04/29/2013	201200448	10 E 800	411 252000	000	WELLS FARGO BANK	Service fees	602.08
						Totals for 201200448	602.08
04/29/2013	201200449	10 E 100	249 110000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	434.68
04/29/2013	201200449	10 E 100	249 110100	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	646.56
04/29/2013	201200449	10 E 100	249 110101	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	945.35
04/29/2013	201200449	10 E 100	249 110200	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	574.52
04/29/2013	201200449	10 E 100	249 110300	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	676.95
04/29/2013	201200449	10 E 100	249 110400	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	386.80
04/29/2013	201200449	10 E 100	249 143000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	122.82
04/29/2013	201200449	10 E 100	249 213000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	183.90
04/29/2013	201200449	10 E 100	249 222200	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	140.42
04/29/2013	201200449	10 E 100	249 241000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	669.98
04/29/2013	201200449	10 E 100	249 253300	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	221.56
04/29/2013	201200449	10 E 100	249 110100	332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	191.84
04/29/2013	201200449	10 E 100	249 110101	332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	201.93
04/29/2013	201200449	10 E 100	249 110200	332	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	322.55
04/29/2013	201200449	10 E 100	249 110300	365	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	161.27
04/29/2013	201200449	10 E 200	249 120000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	76.23
04/29/2013	201200449	10 E 200	249 120500	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	436.76
04/29/2013	201200449	10 E 200	249 120600	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	368.46
04/29/2013	201200449	10 E 200	249 121000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	23.47
04/29/2013	201200449	10 E 200	249 122000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	459.84
04/29/2013	201200449	10 E 200	249 123000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	42.04
04/29/2013	201200449	10 E 200	249 124000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	181.34
04/29/2013	201200449	10 E 200	249 125400	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	9.05
04/29/2013	201200449	10 E 200	249 125500	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	80.74
04/29/2013	201200449	10 E 200	249 125510	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	162.03
04/29/2013	201200449	10 E 200	249 126000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	210.87
04/29/2013	201200449	10 E 200	249 127000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	291.04
04/29/2013	201200449	10 E 200	249 132700	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	91.31
04/29/2013	201200449	10 E 200	249 136320	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	20.97
04/29/2013	201200449	10 E 200	249 141000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	20.16
04/29/2013	201200449	10 E 200	249 143000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	166.92
04/29/2013	201200449	10 E 200	249 213000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	323.10
04/29/2013	201200449	10 E 200	249 222200	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	269.62
04/29/2013	201200449	10 E 200	249 241000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	420.61
04/29/2013	201200449	10 E 200	249 241100	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	3.42
04/29/2013	201200449	10 E 200	249 253300	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	299.51
04/29/2013	201200449	10 E 200	249 254300	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	145.87
04/29/2013	201200449	10 E 400	249 121000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	119.42
04/29/2013	201200449	10 E 400	249 122000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	646.21
04/29/2013	201200449	10 E 400	249 123000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	281.42
04/29/2013	201200449	10 E 400	249 124000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	374.23
04/29/2013	201200449	10 E 400	249 125400	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	9.05
04/29/2013	201200449	10 E 400	249 125500	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	80.74
04/29/2013	201200449	10 E 400	249 126000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	540.68
04/29/2013	201200449	10 E 400	249 127000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	524.10
04/29/2013	201200449	10 E 400	249 141000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	30.63
04/29/2013	201200449	10 E 400	249 143000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	168.55
04/29/2013	201200449	10 E 400	249 213000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	227.25
04/29/2013	201200449	10 E 400	249 222200	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	269.26
04/29/2013	201200449	10 E 400	249 241000	000	DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS	395.52

CHECK DATE	CHECK ACCOUNT						INVOICE					AMOUNT
	NUMBER	NUMBER					VENDOR	DESCRIPTION				
04/29/2013	201200449	10 E 400 249 241100 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			10.84	
04/29/2013	201200449	10 E 400 249 253300 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			277.29	
04/29/2013	201200449	10 E 400 249 254300 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			145.87	
04/29/2013	201200449	10 E 400 249 132700 400					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			263.88	
04/29/2013	201200449	10 E 400 249 136320 400					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			140.33	
04/29/2013	201200449	10 E 700 249 172000 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			206.27	
04/29/2013	201200449	10 E 800 249 211100 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			89.66	
04/29/2013	201200449	10 E 800 249 214400 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			106.99	
04/29/2013	201200449	10 E 800 249 221910 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			281.12	
04/29/2013	201200449	10 E 800 249 223100 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			85.97	
04/29/2013	201200449	10 E 800 249 232100 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			303.94	
04/29/2013	201200449	10 E 800 249 252000 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			241.97	
04/29/2013	201200449	10 E 800 249 254200 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			145.85	
04/29/2013	201200449	10 E 800 249 254300 000					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			150.96	
04/29/2013	201200449	10 E 800 249 122000 141					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			198.88	
04/29/2013	201200449	10 E 800 249 239000 141					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			4.57	
04/29/2013	201200449	27 E 700 249 152000 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			206.27	
04/29/2013	201200449	27 E 700 249 158100 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			46.89	
04/29/2013	201200449	27 E 700 249 158310 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			161.82	
04/29/2013	201200449	27 E 700 249 158320 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			161.36	
04/29/2013	201200449	27 E 700 249 158330 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			40.99	
04/29/2013	201200449	27 E 700 249 158340 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			31.59	
04/29/2013	201200449	27 E 700 249 158510 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			12.87	
04/29/2013	201200449	27 E 700 249 158520 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			161.38	
04/29/2013	201200449	27 E 700 249 158530 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			161.64	
04/29/2013	201200449	27 E 700 249 158710 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			207.13	
04/29/2013	201200449	27 E 700 249 158730 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			161.50	
04/29/2013	201200449	27 E 700 249 158750 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			161.62	
04/29/2013	201200449	27 E 700 249 158760 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			161.68	
04/29/2013	201200449	27 E 700 249 159110 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			1,902.83	
04/29/2013	201200449	27 E 700 249 213000 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			60.01	
04/29/2013	201200449	27 E 700 249 214400 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			43.70	
04/29/2013	201200449	27 E 700 249 223300 011					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			76.22	
04/29/2013	201200449	27 E 700 249 223300 341					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			112.59	
04/29/2013	201200449	10 E 100 249 110300 332					DIVERSIFIED BENEFIT SERVICES INC	HRA PAYMENTS			161.15	
Totals for 201200449											20,339.18	
04/29/2013	201200450	10 E 800 411 252000 000					MAGIC-WRIGHTER	Service fees - cc			4.00	
Totals for 201200450											4.00	
Totals for checks											800,428.51	

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL	527,515.04	0.00	155,602.04	683,117.08
27	SPECIAL EDUCATION FUND	85,564.39	0.00	10,335.63	95,900.02
50	FOOD SERVICE	6,345.22	0.00	12,659.61	19,004.83
80	COMMUNITY SERVICE	2,245.58	0.00	161.00	2,406.58
***	Fund Summary Totals ***	621,670.23	0.00	178,758.28	800,428.51

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

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
04/22/2013	7853	61 L 000 000 814209 000	BERNARD BUS COMPANY	Balance of bus payment to Green Bay  Totals for 7853	1,020.00  1,020.00
04/22/2013	7854	61 L 000 000 814228 000	CHIPPEWA VALLEY SPOR	belts, bat scorebook, softballs  Totals for 7854	278.00  278.00
04/30/2013	7855	61 L 000 000 814120 000	ALTOONA HIGH SCHOOL	THROWS - GIFTS FOR EXCHANGE STUDENTS  Totals for 7855	60.00  60.00
04/30/2013	7856	61 L 000 000 814415 000	CHIPPEWA VALLEY SPOR	helmets and mitt re-stringing  Totals for 7856	177.00  177.00
04/30/2013	7857	61 L 000 000 814221 000	PEPSI-COLA	teacher pop machine  Totals for 7857	122.87  122.87
04/30/2013	7858	61 L 000 000 814415 000	SCHEELS ALL SPORTS	4 bats  Totals for 7858	1,099.00  1,099.00
04/30/2013	7859	61 L 000 000 814209 000	TRI-MART CORPORATION	school store  Totals for 7859	305.45  305.45
04/30/2013	7860	61 L 000 000 814209 000	WASC	Regisration fee for 19 students and 2 adults to got to the WASC State Convention in Green Bay WI  Totals for 7860	1,632.00  1,632.00
04/30/2013	7861	61 L 000 000 814400 000	WSMA	HS solo and ensemble registrations (districts) - BALDWIN  Totals for 7861	245.00  245.00
Totals for checks					4,939.32

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	4,939.32	0.00	0.00	4,939.32
***	Fund Summary Totals ***	4,939.32	0.00	0.00	4,939.32

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

COACH'S/ADVISOR'S SELF-EVALUATION

538.1-Exhibit 1

(To be kept on file in athletic office)

Coach \_\_\_\_\_ Date \_\_\_\_\_

Sport \_\_\_\_\_

Coaching Position \_\_\_\_\_

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

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

3. Discuss other issues of concern or satisfaction:

\_\_\_\_\_

Signature of Coach

Date

APPROVED:

Rating Scale Summary

0 = Not observed/applicable

1 = Needs improvement to meet expectations

2 = Meets expectations

*(Those items that receive a "1" indicate a need for improvement and should be addressed in goal setting before the next season.)*

Please provide any additional information in the comments section.

**COACHING EXPERTISE**

Demonstrates current knowledge and expertise in skills, strategies, and overall knowledge of the sport

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Applies understanding of sport-specific principles and technical skills to improve both individual and team performance

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Designs and implements up-to-date training and conditioning programs that prepares student athletes for peak performance in the sport/activity

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Organizes practices that are safe and effective in order to achieve team goals

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Promotes among athletes and coaches a solid sense of team membership

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Keeps the best interest of the whole student athlete in mind by working with other school personnel when student academic progress/emotional needs are in question

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Organizes effective pre-season parent meeting that communicates program and District philosophy

Self \_\_\_\_\_ Evaluator \_\_\_\_\_



Organizes post-season banquet to celebrate individual and team growth

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Reports pre-game and post-game details to required media or school personnel

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Provides proper supervision of student athletes before, during, and after practices, contests, and travel

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Maintains adequate records, statistics, etc. on current team and individual student athletes

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Makes responsible budgetary decisions based upon program needs and fund availability

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Follows the recommendations of medical personnel (including athletic trainers) regarding student athlete participation after injury

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Has emergency plan in place in case of injuries during practice and at games

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Seeks other opportunities for professional development to enhance coaching expertise

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Comments on this section:

**PERSONAL BEHAVIOR/PLAYER DEVELOPMENT**

Displays sincere interest in the academic, emotional, and athletic development of athletes in and out of the sports season

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Provides meaningful feedback to individual student athletes to help them improve

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Demonstrates ability to motivate student athletes to achieve their performance potential at practices and competitions

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Communicates with parents regarding academic, athletic, and personal development concerns as necessary

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Sets and maintains a climate that promotes trust and a positive attitude; is open, responsive, and respectful to student athletes, parents, fans, and other officials

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Maintains clear and open lines of communication with student athletes and their parents

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Displays motivation and enthusiasm for coaching student athletes

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Models positive sportsmanship during practice and competitions

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Serves as a positive role model for students as a coach and community member; uses appropriate language and behavior

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Coaches student athletes in a manner that promotes positive values, acceptable behavior, healthy competition, and self-discipline

Self \_\_\_\_\_ Evaluator \_\_\_\_\_

Comments on this section:

APPROVED:

Rating Scale Summary

- 0 = Not observed/applicable
- 1 = Needs improvement
- 2 = Exhibited this more often than not; should continue this action

Please provide any additional information in the comments section.

Coach name: \_\_\_\_\_

Sport or Activity: \_\_\_\_\_

Season and Year: \_\_\_\_\_

**MY COACH:**

- \_\_\_\_\_ Demonstrated up-to-date knowledge and expertise in the skill and strategies of the sport or activity
- \_\_\_\_\_ Applied sport-specific principles and technical skills to improve both my performance and my team’s performance
- \_\_\_\_\_ Accepted input from the student participants, incorporated some ideas into practices
- \_\_\_\_\_ Allowed other participants and me to voice our concerns without fear of retaliation
- \_\_\_\_\_ Held practices or meetings that were safe, valuable and effective
- \_\_\_\_\_ Provided constructive criticism and meaningful feedback to help me improve
- \_\_\_\_\_ Used positive methods and/or appropriate humor to motivate us at meetings, practices and games
- \_\_\_\_\_ Used Team/Individual discipline appropriately
- \_\_\_\_\_ Dealt appropriately with injured athletes; respected decisions of the athletic trainers
- \_\_\_\_\_ Provided clear explanations and demonstrations; clarified them if we requested it
- \_\_\_\_\_ Was open to change if needed
- \_\_\_\_\_ Communicated with my parents upon their request or as needed/appropriate

- \_\_\_\_\_ Exhibited appropriate game behavior with athletes, officials, opponents, fans and parents
- \_\_\_\_\_ Modeled good sportsmanship during practice and at games/competitions
- \_\_\_\_\_ Treated other student participants/athletes and me with respect both during the activity season and in the off-season
- \_\_\_\_\_ Acted and responded with consistency to all participants/athletes
- \_\_\_\_\_ Is a positive role model
- \_\_\_\_\_ Helped me learn more about positive values, acceptable behavior, and self-discipline
- \_\_\_\_\_ Displayed consistency and decisiveness in his/her actions
- \_\_\_\_\_ Cared about me personally, as well as a participant/athlete and part of the team
- \_\_\_\_\_ Set individual and team goals that were realistic and challenging
- \_\_\_\_\_ Respected our assistant coaches
- \_\_\_\_\_ Enhanced my performance through his/her coaching

**OTHER AREAS**

- \_\_\_\_\_ Practice and game equipment were safe and adequate, if applicable
- \_\_\_\_\_ Practice facilities were safe and adequate
- \_\_\_\_\_ I felt like a valued part of the team
- \_\_\_\_\_ I felt like I could talk to my advisor/coach regarding personal problems or advice
- \_\_\_\_\_ I respect my advisor's/coach's efforts
- \_\_\_\_\_ I trust my advisor/coach
- \_\_\_\_\_ With this advisor/coach, I want to do my best
- \_\_\_\_\_ I would play with this coach again in the future

OVERALL

What did you like most about the program?

What did you like least or would have liked to change about the season?

What suggestions would you make to improve the program (long-range)?

Please add any additional comments below:

Approved:

The Altoona Board of Education recognizes and is appreciative that members of the Altoona community support its public schools. The Altoona public school facilities will therefore be operated primarily for the benefit of District students and citizens. All organizations requesting facility use shall meet the criteria set forth herein which provides, among other things, that the organizations' purpose shall not be contrary to the District's mission, conflict with Board Policy or undermine the District's educational objectives. No organization shall be construed as, or constitute an endorsement by the District, Board, or School, of the organization or its product, service, or program, etc.

The Altoona School District's "Community Use of School Facilities" policy governs the use of all District property including, but not limited to, classrooms, auditoriums, gymnasiums, cafeterias and recreational facilities. This policy and its rules are designed to comply with local, state and federal law.

The Altoona School District may grant temporary facility use to organizations when it does not interfere with the instructional programming, co-curricular activities, or school-sponsored events of the District. A schedule of fees will be approved by the Board of Education. The schedule will take into consideration the purpose of the event and include fees sufficient to cover operational expenses, in addition to any required custodial services, technological services, or other additional help.

All applications for school facility use shall be submitted to the school director's Activities Director's office.

The Fee Schedule and priority of use are as follows:

Class 1: All Altoona School District activities, school booster clubs, PTO, and similar school-associated activities

Class 2: Activities organized by and under the jurisdiction of the Altoona Parks and Recreation Department; or organized activities that contribute to the health and wellness of students of the Altoona School District

Class 3: Other non-school activities of organizations that are located within the Altoona School District

Class 4: Other non-school activities of organizations that are located outside of the Altoona School District

The Board and the schools reserve the right to refuse or decline the offer of facility rental. In determining whether a request for use of facilities should be referred to the Board of Education on the basis that a proposed activity may be denied, the Superintendent or designee shall consider:

- Whether the proposed activity is inconsistent with the educational mission of the public schools as identified by reference to Chapter 118 of the Wisconsin Statutes;
- Whether the proposed activity involves or encourages behavior that is deemed inappropriate under school policies governing student conduct during school hours;
- Whether the proposed activity poses an unreasonable risk of physical injury to school age attendees or participants;
- Whether the proposed activity poses a substantial risk to school personnel or security;
- Whether the proposed activity poses a substantial risk of damage to school property;
- Whether the proposed activity poses a substantial risk of illegal activities;
- Whether the proposed activity involves subject matter which is obscene, determined by reference to an activity's intended audience or participants.

The failure of an organization or group to follow this policy or the associated administrative rules relating to community use of school facilities may lead to the suspension of that organization's facility usage privileges.

CROSS REF.: Section 120.12 Wisconsin Statute

Adopted: 06/15/81  
Amended: ~~11/04/02~~

STUDENT REPRESENTATIVE OF THE BOARD  
APPLICATION FOR STUDENT REPRESENTATIVE

441.2-Exhibit

Name of student: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Phone#: \_\_\_\_\_

Email address: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Attach your answer to the following (using 8.5"x11" paper with 1" margins using Times New Roman font in 12 point):

Please describe your community involvement and school extracurricular activities.

Please explain why you would like to become the Student Representative on the Altoona Board of Education.

Also include your response to the following question: "If you are selected to be the student school board representative, how will you ensure that the feedback you provide the school board represents the views and beliefs of all students in the district?" (maximum of one page)

References: List three non-related adults we can contact for a personal reference. One must be an Altoona School District staff member. Include name and contact information.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_  
Signature

Please hand-deliver the application (and attachments) on or before noon on

\_\_\_\_\_, to Mr. Pepowski, high school office.

APPROVED:



Altoona Board of Education  
Committee Sign-up

Please list your committee preferences and return to Joyce by May 9.  
Committee appointments will be made on May 22

**Standing Committees - as per Policy 185:**

<b>Policy/Governance Committee</b> (2 member committee)	✓ if willing to chair:	<b>Demographic Trends &amp; Facility Planning Committee</b> (2 member committee)	✓ if willing to chair:
------------------------------------------------------------	---------------------------	-----------------------------------------------------------------------------------------	---------------------------

\_\_\_\_\_

<b>Budget Development Committee</b> (2 member committee)	✓ if willing to chair:
-------------------------------------------------------------	---------------------------

\_\_\_\_\_

**Other Board Committees/Assignments:**

<b>Union Negotiation Committee</b> (2 member committee)	✓ if willing to chair:	<b>Non-Union Negotiation Committee</b> (2 member committee)	✓ if willing to chair:
------------------------------------------------------------	---------------------------	----------------------------------------------------------------	---------------------------

\_\_\_\_\_

**State Convention Delegate:**

**State Convention Delegate Alternate:**

\_\_\_\_\_

\_\_\_\_\_

**CESA Representative:**  
(CESA 10 Annual Convention 8/1/13, 7 PM)

**CESA Alternate:**  
(CESA 10 Annual Convention 8/1/13, 7 PM)

\_\_\_\_\_

\_\_\_\_\_

**District Committees:**

**Educational Planning Council**  
(meets 3-4 x year, 8-11 a.m.)

**Altoona Area Foundation**  
(meets quarterly, evenings)

\_\_\_\_\_

\_\_\_\_\_

**Technology Committee**  
(meets as needed, usually afternoons)

**Parks & Rec Committee**  
(meets as needed)

\_\_\_\_\_

\_\_\_\_\_

## Demographic Trends & Facility Planning Committee

From April 9 through April 30, the Altoona school board sought community members and staff to serve on the Demographic Trends & Facility Planning Committee.

The committee, which will be made up of about 12 members, will work with ADG as they move ahead with the next step of 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.

Individuals available and interested in being a part of this exciting step, submitted an Interest Application by April 30.

Committee appointments will be made on May 20.

### Overview of Respondents:

Demographics:

Elementary Parent	2	12.50%
Middle School Parent	4	25.00%
High School Parent	4	25.00%
Community Member	10	62.50%
Elementary Staff	3	18.75%
Middle School Staff	2	12.50%
High School Staff	2	12.50%
Total:	16	

### Why would you like to serve on the Committee? What expertise, if any, would you bring to the team?

Interested in continuing the great education to our students, and would love to be part of changes in the district.
I am business woman in the district and mother of 3 in the district, it is good to be informed, knowledge is key to success and growth
Want to see positive growth in our community. Experience: 25 years of business and technology leadership 5 years working directly with Trempealeau County boards and committees. Former instructor at WWTC Currently have elementary, middle school and high school aged children. Flexible schedule
I'm interested in the future of the District. Even though we'll no longer have kids attending Altoona, we believe in the importance of the school and its role in the community. I was able to work closely with and within the District more than 10 years ago, and I miss my involvement!
I would like to help keep Altoona School District the best in the state and by making sure we are being proactive in best use of Facility and understanding the varying demographics of our community and that those demographics are accurately represented is important. I have a good understanding of the workings of Altoona School District, I have strong leadership, technology and management skills.
Safety Director at area hospital with background in construction planning with an emphasis on Life Safety Code. Am also the organization's Security Director with involvement in planning a secure environment (staff and systems).

My wife and I have a son that will be attending the Altoona schools in the near future. We are also both graduates of Altoona High School and made it a priority to buy a house in Altoona when we decided to start a family. I am a teacher in the Eau Claire school district and know first-hand the challenges that come with class sizes and facility needs. I also work for the Altoona school district in the summer for the RAIL program.

Foodservice perspective.

This is a strong area of interest for me personally and professionally. I believe our learning environment should reflect pride, comfort, flexibility, and beauty. All of these things make it possible for students and staff to "own" the environment they work in---- Our learning environment should provide a positive piece that contributes to growth in our educational work world.

I was on the last facility/demographic trends committee - in fact I may have been on two facility committees. Otherwise, my expertise is based on my familiarity with Altoona and the school district.

I've been with the school district for 30 yrs. I started with driving school bus. Then worked the last 20 in the custodian and/or Maintenance department. I worked in all three buildings and worked in all areas and all events. Can bring to the committee, input on problem areas of the schools. Ideas that might be useful in improving our building needs.

My previous experience as a high school Principal, teacher, and coach has provided me with opportunities to assist in long range planning in the areas of building, demographics and marketing. My retirement from UW-Stout as director of marketing and public relations for the manufacturing out-reach center has provided me a network of business, educational and service segments within Wisconsin, and Minnesota. My experience in Agriculture as a marketing and sales manager in five states has given me the opportunity to expand my area of communications and training. Being a grandfather of an Altoona kindergartner has also provided me insight to our school district and the apparent needs that our district will need, and is presently facing. Thank you for your consideration Frank Borg

I have a son who will start 5K in the 2016/2017 school year (DOB 7/11/2011). We are also not done having children. I am interested in serving on this committee to learn about and have an impact on planning the facility where my son will attend school. I am a self-employed attorney and I live 6-7 blocks from the school.

I am always interested in items that will effect my children, so being on the committee is a great way to be informed and be included in important decisions. My background is that I was an 2nd grade teacher for 5 years. I am now a stay at home mom and will complete my educational leadership degree this summer. So I understand what obstacles schools face.

My primary reason for wanting to join this committee is an interest in serving community and focus on promoting the best environment for outstanding quality of education. I grew up in a growing community that also had an excellent public education, and can recall the discussions growing up regarding school expansions and education, and I would like to now be a part of that process as an adult and parent. I have a personal interest in demographic statistics as it pertains to community planning and development, and would like to learn more about the process. I enjoy working with a team on long term projects that have a significant benefit. I have experience with analyzing statistical data, including demographic information. In my profession, I work with companies on long term planning and development of energy management plans, including new construction engineering, and other energy efficiency strategies. I would like the opportunity to utilize my professional skills in a way that will be able to benefit my community.

**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?

# WASDA NEW ADMINISTRATORS WORKSHOP V

*Sponsored by*



**WEDNESDAY, APRIL 24, 2013**  
**The KI Convention Center - Green Bay**

## **PROGRAM**

- 8:00 a.m.**            **COFFEE & ROLLS**
- 8:30 - 9:45 a.m.**    **THE BUDGET REPAIR BILL AND TRANSITION FROM TRADITIONAL COLLECTIVE BARGAINING AGREEMENTS ARE PROVIDING BOTH CHALLENGES AND OPPORTUNITIES THAT WILL BE EXPLORED AND EXAMINED BASED INSIGHTS AND EXPERIENCE FROM THOSE LEADING THE WAY**  
*Bob Butler, WASB Wisconsin Association of School Boards*
- 9:45 - 10:00 a.m.**   **BREAK**
- 10:00 - 11:00 a.m.**   **CASH FLOW BORROWING**  
Learn why and how school districts should be short-term borrowing with the current state of the economy.  
*Lisa Voisin & Mike Clark, Baird's School Business Solution Team*
- 11:00 - 12:00 a.m.**   **THE BASICS OF FINANCING A FACILITY PROJECT**  
Learn about the key data points related to municipal debt, including bond rating, bond structure, interest rates and disclosures.  
*Lisa Voisin & Mike Clark, Baird's School Business Solution Team*
- 12:00 - 12:45 p.m.**   **LUNCH**
- 1:00 - 1:15 p.m.**    **HELPING YOU HELP YOUR PRINCIPAL**  
Consider AWSA your partner in supporting the school leadership in your district. Jim Lynch will touch base with you on a few key aspects of this partnership.  
*Jim Lynch - Associate Executive Director, AWSA*
- 1:15 - 1:30 p.m.**    How to take advantage of networking with peers and a review of Phase II of the New Superintendents Program  
*Joe Heinzelman, WASDA Executive Coaching Program*

**1:30 - 3:30 p.m.**

**SCHOOL FINANCE ESSENTIALS**

Data drives the money! So, eventually, you'll need to submit finance and student count data to the SFS Team. Whether you or another staff member will be completing the SFS reports, this session will introduce you to the various reporting requirements – what reports are collected by the SFS Team, what the data is used for, when they are due, what type of district data will be needed, how it's submitted, and common pitfalls and solutions.

*DPI School Finance Team*

**3:30 p.m.**

**ADJOURN MEETING AND CONCLUDING COMMENTS**

*Joe Heinzelman, Assistant Director, WASDA Executive Coaching Program*



# **WELCOME**

**To**  
**WASDA's**  
**46<sup>th</sup> Annual**  
**Educational Conference!**

*It is my pleasure to welcome each and every one of you to WASDA's 46<sup>th</sup> Annual Educational Conference. This year's conference continues to deal with the concept of change. Last year, our conference theme was "Embracing Change" and this year's theme "Responding to the Challenge of Change" continues to reflect the state of public education. However, rather than lamenting "change," we embrace it knowing that an institution that simply continues the "status quo" is one destined to obsolescence and failure. As school leaders, we will continue to press forward, embracing the challenges set before us and working to improve one of America's greatest institutions – public education.*

*This year's conference agenda is filled with a variety of sectionals ranging from health care reform to alternative salary structures and the potential impact the 2013-2015 State budget will have on each of our school districts. Featured speakers will give us strategies to help us meet some of the present and future challenges that our staff and students will face; how to regain control of our lives during tumultuous times and how to continue to improve school culture when everything seems to be stacked against us.*

*I would like to give a big "THANK YOU" to Miles, Nancy, Jessica and the planning committee for all of their hard work in putting together this conference. It is sometimes easy to forget how much time goes into putting on a successful conference and these individuals have done a great job in creating a conference that will be beneficial to each and every one of us.*

*I am looking forward to seeing each of you in Green Bay on April 24 - 26. Enjoy each day and remember to focus on the positive things that are going around us each moment. It is too easy to become distracted and forget the positive things that are happening with our students each and every day.*

*Wayne Anderson  
WASDA President*

# WASDA 2013 ANNUAL EDUCATIONAL CONFERENCE PROGRAM

## “RESPONDING TO THE CHALLENGE OF CHANGE”

WEDNESDAY, APRIL 24

12:00 p.m. - REGISTRATION OPEN - Convention Center Lobby  
5:30 p.m.

1:00 p.m. PRACTICUMS  
2:00 p.m.

1. **Lifetouch National School Studios – Referendum and Promotional Support & Protecting Personal Financial Information - Ballroom A4**

Every District Administrator has a unique story to tell: a vibrant history, improved results, advancement in academic offerings or possibly a funding need to be addressed. Research shows that a well-produced video message is more captivating and compelling than the written word. Tell your story in your own way through video messaging produced with Lifetouch Media Productions. Protecting Personal Financial Information of District Families As e-commerce ever increases and more ingenious and convenient ways of doing business are developed to leverage the internet and the newest technology, stewards of sensitive information must take additional measures to prevent and protect against the compromise of personal financial information. A short discussion of Payment Card Industry Data Security Standards (PCI-DSS) and how PCI-DSS compliant business partners can help you avoid an unplanned time and resource expense to unravel an incident of compromised personal financial information.

**Presenters: Paul Gandrud, Territory Sales Manager, Lifetouch National School Studios & Pat Neudecker, Supt., Oconomowoc**

2. **Making the Transition to CCSS with Digital Media - Ballroom A1**

The words "Digital," "Multi-media," and "Technology" appear in the CCSS over 80 times combined. You can't make the transition without them! Hear how districts across the country are using digital media and targeted professional development to deepen learning and improve instruction.

**Presenter: Jason Barnes, Director of Education Partnerships, Discovery Education**

3. **Creating 21st Century Learning Environments in New or Existing Facilities - Ballroom A2**

As more and more research is conducted, it's becoming clear that 21st century learning environments come in all shapes and sizes. If expert opinions vary on what constitutes 21st century learning (and they do), it stands to reason that the spaces where this learning takes place will vary as well. And that's good news for educators everywhere, especially those concerned with having to achieve an unattainable standard. Looking to create a 21st century learning space? Join us as we discuss a variety of environments and examine not only what sets them apart, but what key elements they all possess. We'll share tips for converting existing spaces and discuss lessons learned

**Presenters: Catherine Cruickshank, Senior Educational Facility Designer, and Rob Koehler, Educational Facility Designer, Hoffman Planning, Design & Construction, Inc.**

4. **Health Care Reform: What You Should Know and When - Meeting Room B1**

Hot topics on health care reform and how (and when) changes will impact school districts. You are encouraged to come with questions!

**Presenter: Vaughn Vance, Vice President & General Counsel, WEA Trust**



**5. Five Secrets to Passing a Referendum Every District Should Know (Even If You Think You Have it All Figured Out)! - Ballroom A3**

This fast-paced session is for participants interested in learning about a successful plan for passing a school referendum – regardless if you have one year or three months before Election Day. In this session participants will learn how to develop a month-by-month outline of tasks (both major and minor) to be accomplished, identify who will complete the tasks, and define a method for monitoring the progress of the referendum community engagement effort. Participants will learn how to integrate a community survey, write effective and informative newspaper articles and other literature, create meaningful mailings, create an informational and interactive website, develop presentations and provide unique opportunities for community engagement.

**Presenters: Dr. Dennis Pauli, Supt., Edgerton, and Kevin Hickman, Director of Business Development & Referendum Consultant, J.P. Cullen & Sons, Inc.**

**6. The Brave New District: It's Time for No-cost Solutions - Meeting Room B2**

The reduction of employee benefits can have a positive impact on your budget without a doubt. But the loss of benefits presents challenges, such as attracting and retaining quality staff and maintaining a positive and productive work environment that is conducive to meeting student achievement goals. The pressure to do more with less is real, and districts need to evaluate and redefine their role as employer in order to adapt successfully to the new environment. It's time to get creative. It's time to work smarter, not harder. It's time for no-cost solutions.

During this presentation you will learn:

- The significance of your role as employer in this new paradigm.
- How to build partnerships that can help you succeed in your role and achieve your district objectives, including a no-cost approach to 403(b) plan design and administration.
- How to create a no-cost win/win benefit solution for you and your employees.
- Easy steps the employer can take to help staff maximize their benefit opportunities.
- What opportunities are available to the employer that can be leveraged to increase participation/utilization of benefit plans.

This presentation will include PowerPoint slides and direct results from districts that have adopted a new employer approach to benefits. Attendees will leave with specific steps they can take to succeed in their new role, add value to their new benefits package, and increase their ability to attract and retain quality employees—all without having an impact on their district budget.

**Presenter: Marty Richards, WEA Trust Member Benefits**

**2:00 p.m. BREAK**

**2:15 p.m. PRACTICUMS**

**3:15 p.m.**

**1. Cut Costs; Maintain Funding; Expand Curriculum and Staff With Online Learning - Ballroom A3**

Today, school administrators are facing unprecedented demands. With limited financial resources, the challenge can seem impossible. In a perfect world, you'd have specialized instructors for every subject, a growing list of choices for students, and increasing enrollments in the district. Unfortunately, that is not the reality most administrators are facing. A true virtual learning program can help you do more with fewer resources. Virtual Learning can help you provide more choices for your students, expand your curriculum options and complement your teaching staff. It can also help you retain students as well as attract some of those who have dropped out or are home schooling. This session will show you how virtual learning can help you achieve these goals and do more with your current budget. Get out in front of this trend in online learning and avoid playing catch up! We can show you how!

**Presenter: Gary Crary, Regional Director, Advanced Academics, Inc.**

**2. Employee Evaluations - Ballroom A1**

Come see how Skyward's newest integrated web-based program can help your school district manage and track your employee's progress electronically.

**Presenter: Holly Lilly, Account Executive, Skyward**

**3. Cultivating 21st Century Learning Environments - Ballroom A2**

To optimize students' success and better align with the changing workforce needs, we need to approach new school design with the 21st century learning environment in mind. This presentation will review how educational instruction has been delivered in the past, where it is now, and what is on the horizon. This presentation is a collaboration with Superintendent JoAnn Sternke, who will highlight the recent 21<sup>st</sup> century learning initiative in the Pewaukee School District.

**Presenters: Eric Dufek, K-12 Market Leader, and Teresa Wadzinski, Project Manager, Eppstein Uhen Architects, Inc., and JoAnn Sternke, Supt., Pewaukee**

**4. Transforming Your Construction Project into Experiential Learning - Ballroom A4**

Experiential activities are among the most powerful teaching and learning tools available. Come and learn how to integrate 21st Century skills of critical thinking, collaboration, communication, and creativity into your current curriculum to better connect your students with real-life hands-on opportunities for multidimensional learning through your construction project.

**Presenters: Deb Kerr, Supt., Brown Deer, and Joe Schmidt, Preconstruction Manager, CG Schmidt**

**5. Using Data to Drive and Support Decisions - Meeting Room B1**

Analytic tools help school districts unlock hidden financial resources. Strategic use of data within a school system can lead to improved planning, budgeting, forecasting --- and ultimately, a higher value educational service and experience for students. Additionally, the value of analytics has a greater impact in a shared data environment. Learn how schools are uniquely poised to maximize impact in a collaborative environment.

**Presenters: Dr. Jim Shaw; Jeff Carew, Forecast5 Analytics, Inc., and Michele Wiberg, PMA Financial Network, Inc.**

**6. Meet Star Enterprise, the Answer in Wisconsin to Your Progress Monitoring Challenge  
Meeting Room B2**

During this session we'll be discussing the challenge of progress monitoring and how STAR Enterprise, a computer adaptive test can make it manageable for educators. STAR Enterprise has the highest ratings from the NCRTI and NCII, which is why in the last 18 months 63 Wisconsin school districts are now using STAR Enterprise.

**Presenter: Joel Burdick, Renaissance Learning**

**3:15 p.m. BREAK**

**3:30 p.m. PRACTICUMS**

**4:30 p.m.**

**1. What Does Education Look like in Wisconsin in 2020? - Ballroom A2**

Hear from five of Wisconsin's education thought leaders on how each sees K-12 education changing – sometimes dramatically so – in the next decade. Panelists will discuss topics such as: putting learners at the center; leveraging technology and capital in new ways; supporting anytime, anywhere learning; how the role of students, teachers and principals will change; involving institutions other than just schools in learning, and more.

**Panelists include: Jim Rickabaugh, Ex. Dir., CESA #1; Phil Ertl, Supt., Wauwautosa; Joe Schroeder, Associate Ex. Dir., AWSA; Jim Sebert, Supt., Fond du Lac; and JoAnn Sternke, Supt., Pewaukee. Presented by Miron Construction Co., Inc.**

**2. Reading and the Brain: Understanding and Helping Students with Reading Difficulties  
Ballroom A1**

Science has found that reading does not just happen. In fact: human beings were never born to read! There are many parts to the reading circuit, and they all have to develop and become connected for the child to read well. Dr. Maryanne Wolf, author of *Proust and the Squid* has developed techniques that actually mirrors what the brain does as it reads successfully. This research is now available for use in schools across the country. These innovative strategies will be discussed in a workshop that will provide information and guidance to solve the mystery of reading disabilities that affect 10 million students in America alone.

**Presenter: Helen C. Long, National Strategic Consultant, Cambium Learning Group**

**3. How Much IT Is Enough? - Ballroom A3**

IT is a strategic differentiator. Often, it is a single force that determines the speed and agility of an organization. Think of it as the vehicle for the journey toward world-class results. It can provide different combinations of safety (quality), speed (high performance), and capacity at different fuel efficiencies. Do you need a Lamborghini? Do you want one? How about the cost? The question is, what specific attributes do you want or need from this vehicle? Why buy luxury add-ons when base model options will do? What passenger capacity or towing capacity is required? How long does this vehicle need to last? One year? Three years? Seven-plus years? Decisions about IT spending are a series of trade-offs. The key to making the right decisions lies in first knowing the compelling needs to achieve the business strategy. Establishing the strategic enablers (most critical elements necessary to deliver on the strategy) generates the focus for planning activities to achieve this desired future state: efficient IT, nimble IT, high-quality IT, world-class IT, etc. Performance is defined differently depending on the strategic enablers critical to your school district.

**Presenter: Brad Kowieski, RMM Solutions**

**4. What You Need to Know About the Affordable Care Act - Meeting Room B1**

This session helps you determine the steps you'll need to take to be ready for implementation of the AffordableCare Act in 2014 and beyond. Attendees will gain an understanding of current and new regulatory guidance of the Affordable Care Act, including Shared Responsibility (sometimes called the Pay or Play Rule) measurement periods and stability periods. It covers current compliance concerns including new fees and taxes, and provides information about the effects certain provisions could have on an employer's ability to offer health care coverage to employees.

**Presenters: Karen Breitnauer, JD., Compliance Attorney, and Kevin Clougherty, Senior Account Executive and Partner, M3 Insurance**

**5. Understanding the Impact of State Biennium Budget - Ballroom A4**

The new state biennium budget variables will impact your budget planning for the next few years and beyond. In this session, presenters will identify key budget variables known, discuss the impact these variables have on districts' budgets and present communication and analysis tools available to forecast and communicate local district impacts. Additionally, participants will learn the importance of multi-year budgeting and explore ways to monitor staffing costs by individual employee, including an accurate projection of employee compensation packages

**Presenters: Mike Clark and Debby Schufletowski, Robert W. Baird Co., Inc.**

**6. The Solution You Have Been Waiting For... MATH 180 - Meeting Room B2**

Join Tamara Bousquet, Scholastic's Director of Math Partnerships and be one of the first to hear about the research and development behind this personalized, blended solution that incorporates instructional strategies to build coherency between both conceptual and computational frameworks and targets the rigorous skills for problem solving applications to prepare students for Algebra and beyond! Critical to the MATH 180 system is the Teaching Ecosystem, which embeds professional development opportunities with high leverage teacher practices, access to instructional videos and videos of expert teachers modeling classroom strategies, all powered by Math Solutions, the premiere Math professional development organization founded by Marilyn Burns.

**Presenter: Tamara Bousquet, Director of Math Partnerships, Scholastic Education, Inc.**

5:30 p.m. **PRESIDENT'S WELCOME RECEPTION - Hyatt Atrium**

6:30 p.m. **RECOGNITION BANQUET - Meeting Room B**

8:30 p.m.

- Recognition of 15-, 20-, 25-, 30- and 35-year superintendents
- Presentation of WASDA Outstanding Educator Award
- Presentation of WASDA Distinguished Service Award
- Presentation of WASDA Award of Special Recognition for Service to Wisconsin
- Recognition of 2013 Retirees

### ***2013 RETIREES***

*David Bradley - St. Croix Central*

*Al Brown - Chetek-Weyerhaeuser*

*Charles Deery - Brodhead*

*William Fisher - Elcho-White Lake*

*Jim Fitzpatrick - Fort Atkinson*

*William Fitzpatrick - New London*

*Randy Freese - Belleville*

*Russell Helland - Baldwin-Woodville*

*Daryl Herrick - Cedarburg*

*Steve LaVallee - Adams-Friendship*

*Rick Monroe - Nicolet HS*

*Patricia Neudecker - Oconomowoc*

*Rick Palmer - Luck*

*Jeff Pechura - Grafton*

*William Pfalzgraf - Flambeau*

*Clark Reinke - Plymouth*

*Jerry Rosso - Mosinee*

*Paul Strobel - Mukwonago*

*David Strudthoff - New Glarus*

*Michael Swartz - Jefferson*

*Maurice Veilleux - New Richmond*

*Greg Wescott - Elkhorn*

*Tom Westerhaus - River Falls*

*Richard Zimman - Ripon*

# **2014 WASDA ANNUAL EDUCATIONAL CONFERENCE Radisson Paper Valley Hotel Appleton May 7-9**

# **2013 BERT GROVER CHILD ADVOCACY RECIPIENT AUDREY ADER**

The Wisconsin Association of School District Administrators has a priority interest in advocating for the welfare of Wisconsin youth. One effort is to recognize either individuals or organizations who do this in an exceptional way. The WASDA Child Advocacy Committee has selected William and Gail (posthumously) Engler and Mike and Kathy Engler as the 2013 WASDA Bert Grover Child Advocacy Award recipient.

For the Engler family, advocating for children is not simply an act of doing; it is a state of being. In both public and private schools within the Chilton community, through profit and non-profit organizations and in community-based and county-wide organizations, they have demonstrated their unrelenting pursuit of improving the educational, cultural and physical conditions of the lives of Chilton's youth. Together they established and developed the Chilton Area Community Foundation (CACF) whose mission is to enhance the quality of life for the people of the greater Chilton area. The School District of Chilton has been the recipient of numerous grants from the foundation in the support of science education, physical education, literature studies and the development skills in young women. In 2001 they gave a \$3.7 million dollar gift to the Chilton community for a state-of-the-art performing arts center. They also added a \$60,000 gift for a three-year period for the establishment and employment of an Executive Director for the Engler Center for the Performing Arts. They have also established the Engler Center for the Performing Arts Fund for the purpose of supporting the Engler Center for the Performing Art at Chilton High School; specifically principal debt retirement, and also capital plan and equipment replacement and/or enhancement for the Center from interest earnings and dividends.

Bill and Gail Engler have been active in the school and community's AFS program and their work has been responsible for making their chapter one of the most notable in the state of Wisconsin. They are also strong advocates for the dramatic and musical arts. They have arranged for professional actors to come and conduct master classes for literature students and their study of Shakespeare. Bill also served on the Chilton Public Board of Education for four terms and as Mayor of the City of Chilton for four terms.

Mike and Cathy Engler have been strong supporters of their district's efforts to proactively confront issues of alcohol and other drug abuse, child abuse, and dysfunctional family life. They also support Chilton's athletic programs and were responsible for making sure their athletic facilities included a state-of-the-art public address system. A former part-time radio announcer, Mike has volunteered to be the Master of Ceremonies for countless numbers of school concerts and programs.

Their interests in creating opportunities, providing resources, and support efforts that expand the perspectives of Chilton students to include a global view, have encompassed their entire lives. It is challenging to comprehend the totality of the difference their efforts have made, due to the fact that their efforts will live on well beyond their years and have yet to be realized.

As part of the award, they will receive a \$1000 check to donate to the child advocacy cause of their choosing. They selected The Friends of the Chilton Area Performing Arts. They will each receive an original piece of artwork from a Chilton student. The students will each receive a \$300 check from WASDA. The Englers will present the checks to The Friends of the Chilton Area Performing Arts and to the student artists, Sage LeGault and Paige Mikalowsky, at a later date during a Chilton school event.

*WASDA also wishes to thank the Child Advocacy Committee for their dedication and work in selecting this year's nominee. The committee is chaired by Dean Sanders-Lake Mills; Mark Gruen-Eleva-Strum (Vice Chair); Peg Geegan-Marshfield; Brian Hanes-Ashwaubenon; Tom Malmstadt-Random Lake; Claire Martin-Chilton; Bob Mayfield-Kimberly; Christopher Peterson-Howards Grove; and Ron Welch-Algoma.*

## THURSDAY, APRIL 25

**7:00 a.m. REGISTRATION - Convention Center Lobby**

**7:00 a.m. NETWORKING CONTINENTAL BREAKFAST - Meeting Room B**

Network with your colleagues from similar size districts to learn how they are approaching this whole new world.

**8:00 a.m. OPENING GENERAL SESSION - Meeting Room B**

Session Chair - President Wayne Anderson

Welcome to Green Bay - Michelle Langenfeld, Supt., Green Bay

Presentation of WASDA Bert Grover Child Advocacy Award

**8:30 a.m. GENERAL SESSION**



Leadership in Education in the 21st Century: Creating Schools That Can Respond to the Challenge of Change

While the focus on standards and accountability, and now the common core curriculum, have forced educators to take measures to insure that all students are receiving a sound, basic education, the changes occurring in the 21st century compel us to do even more. Globalization, technological innovation, demographic change and rising inequality make it essential for schools to provide students with the ability to adapt to change. Critical thinking, creativity, problem solving ability, social and emotional intelligence, are just some of the attributes students will need to be successful in the years ahead. This presentation will describe some of the strategies that educational leaders will need to adopt if they are to be successful in creating schools that meet the challenges of the 21st century.

**Presenter: Pedro A. Noguera, Ph.D., Peter L. Agnew Professor of Education. Steinhardt School of Culture, Education and Development, Executive Director, Metropolitan Center for Urban Education, New York University**

**Sponsored by SCHOLASTIC**

**9:30 a.m. BREAK**

**9:45 a.m. SECTIONALS**

**10:45 a.m.**

### **1. Educator Effectiveness and the Law - Ballroom A1**

Wisconsin is undergoing historic changes in how administrators evaluate professional staff and how those evaluations are put to use. Legislation has changed evaluation systems for the future, while the DPI and interested groups continue to work on the details. How can school superintendents hit the ground running and be ready by 2014-15? This program discusses changes in the law, how those changes relate to prevailing norms, and legal issues that arise in the transition between the two. We'll also review how educator effectiveness initiatives fit into a broader legal context, and strategies for successful administration and complying with the law. Join Attorney Kirk Strang, School Practice Group Chair at Davis & Kuelthau, s.c., for this new and informative program!

**Presenter: Attorney Kirk Strang, Davis & Kuelthau, s.c.**

**2. Transformation in Our Wisconsin Schools: How to Benefit from Growing Diversity in Our Schools Ballroom A2**

The demographics of Wisconsin school districts continue to change, with schools becoming increasingly more diverse. The instructional strategies used in the past are no longer applicable to this new population of students, and the cultural, instructional and community impacts of our ever-transitioning suburban communities have become more complex. Dr. Demond Means, Superintendent of the Mequon-Thiensville School District and veteran administrator at various Wisconsin school districts, will share his perspective on (1) the impact of changing demographics in our school districts, (2) the limited access to culturally-relevant instruction for students of color and (3) strategies that school leaders, teachers and parents can institute to ensure that all students in our schools have successful academic careers.

**Presenter: Dr. Demond Means, Supt., Mequon-Thiensville**

**3. If Not Steps and Lanes, What? - Ballroom A3**

If and when the old steps and lanes salary schedule dies, what will replace them? Alternate pay scales, pay for performance, merit pay, supplemental pay plans? What will the future of compensation look like for public school districts? Participants in this sectional will hear from their colleagues who have been working on this issue and have produced some creative alternatives to conventional pay systems.

**Presenters: Mary Pfeiffer, Supt., Neenah; Richard Zimman, Supt., Ripon; Todd Gray, Supt., Waukesha; and Daryl Herrick, Supt., Cedarburg**

**4. The Latest from the Capitol - Ballroom A4**

This session will provide you with an opportunity to discuss politics/legislative issues with your lobbyist in Madison. John will discuss current legislative developments and preview the 2013-15 State Budget process. John will also leave time to answer questions or address any concerns.

**Presenter: John Forester, Dir. Of Gov. Relations, SAA**

**5. Financial Challenges? Learn How One District Addressed its Budget Shortfall- Auditorium**

In this session participants will learn strategies the Edgerton School District used to successfully address a \$950,000 budget shortfall without reducing staff, increasing class sizes, or eliminating programs/courses. During the same school year the District doubled their fund balance and completed a major \$1.7 million facilities upgrade without going to referendum. In addition, participants will discover how to develop a strategic plan that guides financial decisions and form a public relations campaign to inform stakeholders about the District. Participants will leave this session with creative ideas for saving money, addressing needed facility upgrades, and promoting the school district

**Presenter: Dennis Pauli, Supt., Edgerton**

**10:45 a.m. BREAK**

**11:00 a.m. SECTIONALS - REPEAT OF 9:45 A.M. SECTIONALS 1 thru 4**

**12:00 p.m. (Except for #5, which will be replaced with the session listed below.)**

**5. Pipeline to Employment—Fostering Partnerships in Education - Auditorium**

This fast-paced session is for participants interested in developing business partnerships that provide students with on-site training and meaningful experiences that lead to future employment. In this session participants will learn the key characteristics of effective partnerships, a process for determining local business needs, how to arrange partnerships with area businesses, potential grant opportunities, and a plan for sustaining partnerships. Learn how the Edgerton School District developed partnerships with local businesses that have lead to students serving in paid internships, on the job training, college scholarships, manufacturing and selling real products, and full-time employment.

**Presenter: Dennis Pauli, Supt., Edgerton**

**12:00 p.m. WASDA NOON LUNCHEON - Meeting Room B**

Presentations by President Wayne Anderson, candidate for President-elect, Kristine Gilmore, Supt., D.C. Everest and Mark Tauscher



**Wayne Anderson, Supt., Mt. Horeb  
WASDA President  
2012-2013**



**Kristine Gilmore, Supt., D.C. Everest  
WASDA Board Candidate  
for President-elect, 2013-2014**



**Guest speaker:** Mark Tauscher, right tackle for the Green Bay Packers for 11 years, will be a special guest at the WASDA Annual Educational Conference on Thursday, April 25. Mark will be making a brief presentation about his TRIFECTA Foundation during the WASDA noon lunch on Thursday. Mark will also be attending the Thursday evening reception, which is being sponsored by **DELTA DENTAL**, where WASDA members will have an opportunity to meet Mark, get autographs and pictures, **win tickets** to a future Green Bay Packers game, and support the TRIFECTA Foundation.

**1:30 p.m. BREAK**

**1:45 p.m. SECTIONALS**

**2:45 p.m.**

**1. Tectonic Changes During Significant Transitions: How Leaders Can Address Emotional Responses and Cultural Reactions to Act 10 and Other Changes - Ballroom A2**

This session examines the predictable responses to significant changes in workplace rules, policies, and expectations with a focus on the impact of Act 10. We will examine the ways leaders can effectively address these responses to move forward. Any group or organization is affected by major changes. Whether internally driven or externally imposed, the district and schools face predictable group responses, individual challenges and cultural hazards. We will walk the group through the administrative and team dynamic pitfalls as well as challenging individual actions that have occurred following the implementation of Act 10. In addition, we will explore with the group how leaders can maintain the best of their culture, address pitfalls, and, ultimately, grow stronger.

**Presenters: Don Ferguson, (Ph.D.), Infinite Relationships, LLC and Kent Peterson, Ph.D., Professor Emeritus, UW-Madison**



**2. The Strategies and Implementation of Alternative Compensation Systems for Teachers**

**Ballroom A1**

Regardless of Act 10's constitutionality, the landmark legislation provides the first real opportunity in 35 years for school boards and administrators to seriously consider alternatives to the traditional salary schedule for teachers. Whether it consists of supplemental pay beyond negotiated base wage increases on one end of the spectrum, or negotiated alternative structures such as merit pay on the other end of the spectrum, or some combination in between, the stage is set for boards and administrators to evaluate a range of compensation systems. This presentation will discuss such systems and the strategies available to implement them through collective bargaining and employee handbooks, as well as the legal pitfalls to avoid in doing so.

**Presenter: Attorney Michael Julka, Boardman & Clark LLP**

**3. Equity and Diversity Caucus: Changing Educational Paradigms - Ballroom A3**

As we develop our knowledge base as leaders related to issues of equity and diversity, Dr. Deb Kerr, Dr. Michele Hancock, and Dr. Susan Borden will lead an experience to explore personal bias, culturally responsive education, and the changing needs of students. In this session, participants will view a short video clip related to changing paradigms in education (narrated by Dr. Ken Robinson). A table discussion exploring the videos relation to our daily practice will follow. We have to think differently about human capacity and the culture of our institutions and the habits that they have.

**Presenters: Dr. Deb Kerr, Supt., Brown Deer; Dr. Michele Hancock, Supt., Kenosha; and Dr. Susan Borden, Supt., Germantown**

**4. Character Education: Improving School Climate, Student Behavior, and Achievement**

**Ballroom A4**

The presentation will address important topics of our day including student behavior, bullying, and academic achievement. Examples of Wisconsin schools that have used character education to address these problems will be shared. The presentation will also inform participants on actions they can take to become involved with character education programs and WCEP. The presentation will use an interactive format to create a conversation around these topics between presenters and participants.

**Presenters: Mary Diez, Dean of Education, Alverno College; Rita Olson, Supt., South Milwaukee; Kirk Juffer, Elementary Principal, Shorewood; and Jill Omdahl, Milwaukee College Prep**

**5. Overview of Strategic Planning Session At The WASDA Spring Conference - Auditorium**

Strategic Planning is a means by which an organization uses its autonomy to decide who they are going to be and also what they are going to do to fulfill their mission. For school districts our mission affects the lives of children from one generation to the next. It is essential that we be able to continuously create capacity within our districts to meet the ever-changing challenges of educating well prepared citizens who thrive in our global society. The goal of this session is to emphasize the importance of taking control of the future through Strategic Planning and to suggest a comprehensive format that has been successful over time.

**Presenter: Milton Thompson, Retired Superintendent**

**2:45 p.m. BREAK**

**3:00 p.m. SECTIONALS - REPEAT OF 1:45 P.M. SECTIONALS (Except for #3 - Equity Caucus)**

**4:00 p.m.**

**3:00 p.m. LARGE DISTRICT CAUCUS MEETING - Meeting 6AB**

**5:00 p.m.**

**5:00 p.m. NETWORKING RECEPTION - Meeting Room B**

**6:30 p.m. SPONSORED BY DELTA DENTAL - Special Guest: Former Green Bay Packer Mark Tauscher**

## FRIDAY, APRIL 26

7:00 a.m. NETWORKING BREAKFAST - Ballroom A

8:00 a.m. WASDA ANNUAL BUSINESS MEETING - Ballroom A

8:45 a.m. BREAK

9:00 a.m. GENERAL SESSION - Ballroom A



### **BUILDING MUSCLES, PLAYING GOOD MUSIC**

You can summarize the qualities of a top school in two words: Muscle (a strong program run by strong leaders and teachers) and music (the intangibles of a school culture in which both staff and students are working hard, but with a lot of positive energy). So how do you navigate toward good muscles and music in an environment (from Washington and Madison, from within your parent body, from the cultural influences on kids) that can so easily sap your strength and make the music scratchy?

**Presenter:** Alan J. Borsuk was a long-time reporter and editor at the Milwaukee Journal and Milwaukee Journal Sentinel. He has been senior fellow in law and public policy at Marquette University Law School since 2009 and continues to write a Sunday column on education for the Journal Sentinel. He has written about education extensively for 17 years and has won several national awards for his education reporting.

10:15 a.m. BREAK

10:30 a.m. GENERAL SESSION - Ballroom A



### **SANE LIVING IN AN INSANE WORLD**

Have you noticed that the world has gone quite mad? Today people are asking our schools to do what they used to ask God to do! Successful school leaders know that they live in a time of great change. This presentation will share strategies to help school administrators regain control of their lives as they work to do the most important job on earth... educating our newest generation.

**Presenter:** Steve Knagg, President, Pinetop Presentations

12:00 p.m. CLOSING REMARKS/ADJOURNMENT



## 2013/2014 RENEWAL REPORT

5071 West H Avenue  
Kalamazoo, Michigan 49009-8501  
Phone: 269-381-6630  
Fax: 269-341-4614  
E-mail: jgriesbach@1stAgency.com

### ALTOONA SCHOOL DISTRICT

Coverage would be in force for all participants in **SCHOOL-SPONSORED AND SUPERVISED STUDENT** activities including interscholastic athletics and sponsored group travel.

An accident is defined as an unexpected, sudden and definable event, which is the direct cause of a bodily injury, independent of any illness, prior injury, or congenital predisposition.

The coverage would be for those medical/dental expenses **INCURRED WITHIN 52 WEEKS** from the date of the original accident. Treatment must begin within **60 DAYS** from the date of the accident by a legally licensed medical or dental practitioner (not a member of the insured's immediate family).

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### MEDICAL BENEFITS

Benefits are determined on the basis of **REASONABLE AND CUSTOMARY** for the geographic location where services are performed and are payable on the 100% basis.

A \$100 deductible will be applied to each claim regardless of other valid collectible insurance or plan payments.

Payment of all medical/dental expenses incurred from accidents is made **ONLY IN EXCESS** over any family or employer group coverage or plan that must contribute its maximum before this coverage has any liability. This is a program of supplemental coverage designed to pick up eligible balances left by the family or employer group insurance or plan and, if no other coverage or plan is available, to pay the medical/dental expenses incurred to the limits stated in the policy.

For the parents to have payable coverage on their son or daughter, when a member of an HMO (health maintenance organization or PPO (preferred provider organization), they must use the authorized medical vendors from the list provided them. Your coverage through our office is **EXCESS** coverage and does contain an exclusion for those bills incurred that were "payable" by other insurance or plan. If the parents or students choose not to use authorized medical vendors of their plan, they should be aware that your coverage will not be able to pay the bills incurred that would have been honored had they used the proper medical vendors.

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### ADVANTAGES OF PRESENT COVERAGE THROUGH FIRST AGENCY

- **Personal Visit:** Each year an agent from First Agency, Inc. meets personally with your SCHOOL to review the coverage. This allows for the establishment of a long-term relationship.
- **Claims Processing:** All claims are adjusted at our office in Kalamazoo and not at an insurance company's home office or third party administrator.
- **Experience:** First Agency, Inc. has been providing student and athletic accident coverage to schools since 1959. This is our only business and your school is very important to us.

**BASIC COVERAGE**

Athletic Accident            \$100        to        \$25,000  
 Student Accident            \$100        to        \$25,000

**LIFETIME CATASTROPHIC COVERAGE (Proposed)**

Athletic Accident \$25,000 to \$1 Million  
 Student Accident \$25,000 to \$1 Million

Effective date is August 1, if premium is received at First Agency, Inc. by that date. If premium is received after August 1, effective date will be the date premium is received at First Agency, Inc.

**2013/2014 RENEWAL**

Outlined below are some of the many reasons why school districts provide blanket accident coverage:

1. Positive public relations for the schools;
2. When school coverage pays the medical/dental expenses, parents are less likely to pursue "borderline" negligence cases;
3. Administrators have peace of mind knowing they have all students/athletes covered with the broadest benefits on the market today;
4. Strong feelings of moral obligation toward the interscholastic athletic participants;
5. Reduction of benefits in parents' group or individual medical coverage, (i.e. larger deductibles, higher co-pays and fewer overall benefits). In some cases coverage for dependent children may be excluded altogether; and
6. Health care costs have increased dramatically in the last decade.

Some of the larger claims that were processed this past year include:

CLAIMANT	DATE OF ACCIDENT	TOTAL BILLS	OTHER INSURANCE	ACTIVITY
A	02/06/2012	\$47,923.29	\$0.00	Basketball
B	08/20/2012	\$3,959.51	\$979.73	Football
C	10/19/2012	\$7,089.62	\$5,337.56	Football
D	08/31/2012	\$16,288.00	\$10,047.26	Football
E	09/20/2012	\$4,834.84	\$2,220.19	Football
F	09/13/2012	\$11,563.21	\$9,058.07	Student Accident
G	09/28/2012	\$4,733.00	\$2,199.72	Football
H	10/19/2012	\$5,267.00	\$4,006.41	Football
I	08/16/2012	\$32,169.75	\$29,298.46	Football
J	09/06/2012	\$38,682.59	\$29,155.26	Volleyball
K	09/10/2012	\$12,842.16	\$8,730.31	Football

Fortunately, these large claims had other insurance contributing; however, the student insurance still paid balances.

Last year, the underwriting company offered a slight reduction in premium. For the 2013/2014 school year, the company is pleased to provide a no increase in premium even though the inflation in medical costs continue to increase.

**BASIC COVERAGE**

Premium to cover all students no matter how many for the 2013/2014 year

**\$27,324.00 (No Increase)**

**LIFETIME CATASTROPHIC COVERAGE (Proposed)**

\_\_\_\_\_ athletes @ \$3.35 = \$\_\_\_\_\_

\_\_\_\_\_ students @ \$1.15 = \$\_\_\_\_\_

**Total Catastrophic Premium \$\_\_\_\_\_**

**ADDITIONAL INFORMATION**

**SERVICE:** The total staff at FIRST AGENCY, INC. wants to THANK YOU for the opportunity to service your school and its accident medical insurance needs. We are COMMITTED to PROVIDING you with the type of SERVICE YOU BOTH DESERVE and EXPECT.



JOIN THE CHAMBER

## Events and News in Eau Claire, Wisconsin



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### Lunch & Learn: The Dynamics of Conflict Management

**Date:** 4/30/2013  
**Time:** 12:00 pm TO 1:00 PM

**Eau Claire Area Chamber of Commerce**  
Charter Business Conference Room  
101 N Farwell St, Ste 101  
Eau Claire, WI 54703

**Phone:**  
(715) 834-1204

[REGISTER](#)

**Event Description:** Conflict is a natural part of the workplace, but not all conflict should be overlooked as dysfunctional. Consider avenues for organizations to welcome conflict as another communication tool in the innovative problem-solving process! Join us at our latest Lunch & Learn session as we discuss The Dynamics of Conflict Management and how you can better handle conflict in your own organization.

#### About the Presenter

Deb Schultz is the director of strategic HR services and business solutions for MRA-The Management Association. Schultz is certified as both a Global Professional in HR and a Senior Professional in HR, has a degree in speech and English from UW-Eau Claire, has completed post-graduate work in education and human resources and is a graduate of Future Milwaukee and Leadership Eau Claire™.

#### Cost to Attend

Cost to attend is \$20 for Chamber members and \$40 for non-members. To register, click on the Register button on this page or call the Chamber office at 715-834-1204.

#### Directions:

#### Need more information?

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

Your Email Address:

Your Name:

Question / Comment:

[REGISTER](#)

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Your Email Address

Remind me  day(s) prior to the event date.

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## Saved I-Forms - Staff Online Learning Survey

[< Back to Page Detail](#)

Created Date Range: **Begin:**  **End:**

- View List of All Surveys
- Summarize checkbox, radio, and drop down/list box questions
- View All Answers Per Question

### Would you be interested in completing training to teach Aventa's online classes?

Yes	21	46.67%
No	24	53.33%

### Would you be interested in completing training this summer?

Yes	15	33.33%
No	30	66.67%

### What is your interest level in teaching a course using Aventa's online instructional resources?

Strongly	6	13.33%
Somewhat	14	31.11%
Little	6	13.33%
No	19	42.22%

### What is your interest level in mentoring a course using scripted online materials from Aventa?

**In this role, you would be expected to oversee students taking an online course that is taught by Aventa's teachers.**

Strongly	5	11.11%
Somewhat	13	28.89%
Little	5	11.11%
No	22	48.89%

### To what extent do you believe students will benefit from using online course materials?

Strongly	5	11.11%
Somewhat	22	48.89%
Little	11	24.44%
No	7	15.56%

### How many students would you feel comfortable teaching in an online setting?

<1	11	24.44%
1-5	6	13.33%
6-10	13	28.89%
11-15	11	24.44%
16+	4	8.89%

Did you attend the Aventa webinar in the HS LMC (held April 2)?

Yes 16 35.56%

No 29 64.44%

## Saved I-Forms - Student Online Learning Survey

[< Back to Page Detail](#)

Created Date Range: **Begin:**  **End:**

- View List of All Surveys
- Summarize checkbox, radio, and drop down/list box questions
- View All Answers Per Question

### Would you be interested in taking a class online next school year?

Yes	39	52.00%
No	36	48.00%

### Your grade level next school year:

Grade 9	0	0.00%
Grade 10	4	5.33%
Grade 11	9	12.00%
Grade 12	62	82.67%

### In which area would you most like to see elective classes offered (either online OR not)?

Social Studies	10	13.33%
Math	5	6.67%
English	2	2.67%
Science	13	17.33%
Foreign Language	17	22.67%
Other electives	20	26.67%
Computer-related	8	10.67%

Which of these courses would you be interested in taking? Choose up to your top 3 choices. If you are not interested in taking any online courses, do not answer the question.

**NOTE:** Courses marked with \* are one semester long. All other courses are year-long.

Grammar and Composition	8	10.67%
Creative Writing	12	16.00%
Journalism*	10	13.33%
Consumer Math	3	4.00%
Integrated Math	2	2.67%
Algebra I	0	0.00%
Pre-Calculus*	3	4.00%
Trigonometry*	4	5.33%
Calculus	4	5.33%
Personal Finance*	3	4.00%
Earth Science	4	5.33%
Environmental Science	6	8.00%
Forensic Science*	3	4.00%
World History	7	9.33%



Geography	5	6.67%
Economics*	2	2.67%
Anthropology*	11	14.67%
Contemporary World Issues	4	5.33%
Family and Consumer Science*	7	9.33%
Psychology*	11	14.67%
French I	10	13.33%
French II	3	4.00%
French III	3	4.00%
French IV	3	4.00%
German I	10	13.33%
German II	4	5.33%
German III	2	2.67%
German IV	2	2.67%
Latin I	4	5.33%
Latin II	1	1.33%
Mandarin (Chinese) I	3	4.00%
Mandarin (Chinese) II	1	1.33%
Japanese I	5	6.67%
Japanese II	3	4.00%
Computer Fundamentals	3	4.00%
Game Design*	10	13.33%
Java Programming*	4	5.33%
VB.Net Programming*	4	5.33%
Web Design*	4	5.33%
Art Appreciation*	4	5.33%
Career Planning*	7	9.33%
Life Skills*	9	12.00%
Music Appreciation*	2	2.67%
Nutrition and Wellness*	16	21.33%

How much do you feel that you already know about online classes?

A great deal	6	8.00%
Quite a bit	14	18.67%
Some	27	36.00%
Not much	23	30.67%
Next to nothing	5	6.67%

What do you feel is your motivation level for completing an online course (keep in mind that completing assignments, keeping up with your work, and seeking help will be up to you)?

Very motivated	11	14.67%
Motivated	22	29.33%
Somewhat motivated	26	34.67%
Not motivated	16	21.33%

Would you consider taking any one of the following AP courses online next year? If so, Select ONE:

AP Physics	6	8.00%
AP Chemistry	8	10.67%
AP English Language	6	8.00%

AP Statistics	5	6.67%
AP Calculus	9	12.00%
AP Environmental Studies	2	2.67%
AP Computer Scieene	2	2.67%
AP Art History	4	5.33%
AP French	4	5.33%
AP Spanish	7	9.33%
AP World History	6	8.00%
AP Government	5	6.67%
AP European History	3	4.00%

Would you be interested in taking any of the following courses if they were offered at AHS?

- Astronomy
- Criminology
- Gothic Literature
- Great Minds in Science
- Hospitality & Tourism: Traveling the Globe
- International Business
- Intro to Social Media
- Law & Order/Legal Studies
- Mythology and Folklore
- Philosophy
- Real World Parenting
- Social Problems
- Sociology
- Veterinary Science
- World Religions

Yes	68	90.67%
No	7	9.33%

# Open Enrollment Applicant Summary by Grade

For 2013/14 school year - April 30, 2013

Grade:	Non-Resident Applicants (In) 4/30/13:	Non-Resident Continuing Students Estimate (In):	Resident Applicants (Out) 4/30/13:	Resident Continuing Students Estimate (Out):
Early Childhood	0	0	0	0
K4	38	0	25	2
K	12	30	1	19
1	2	9	8	4
2	1	9	6	10
3	6	10	4 (3 students)	8
4	3	5	3 (2 students)	7
5	3	11	7 (4 students)	2
6	5	7	4	5
7	4	11	5 (4 students)	4
8	3	10	4 (2 students)	4
9	7	16	11 (8 students)	7
10	9	19	16 (10 students)	9
11	6	17	10 (7 students)	11
12	5	19	4 (2 students)	9
<b>TOTALS</b>	<b>104</b>	<b>184 (estimate)</b>	<b>108 ( 86 students)</b>	<b>101 (estimate)</b>
	<i>Non-Resident Applicants - Where They are From:</i>	<i>Prior Years - Applications In:</i>	<i>Resident Applicants - Where They Applied To:</i>	<i>Prior Years - Applications Out:</i>
	<b><u>Resident Districts:</u></b> Augusta - 4 Cadott - 2 Chippewa Falls - 11 Eau Claire - 73 Eleva Strum - 2 Fall Creek - 6 Independence - 1 Mondovi - 3 Stanley Boyd - 2	12/13: <u>114</u> 11/12: <u>99</u> 10/11: <u>100</u> 09/10: <u>86</u> 08/09: <u>50</u>	<b><u>Nonresident Districts:</u></b> Appleton - 9 Augusta - 7 Barron - 1 Cameron - 1 Chetek-Weyerhauser - 1 Chippewa Falls - 2 DC Everest - 1 Eau Claire - 63 Fall Creek - 2 Grantsburg - 1 McFarland - 4 Merrill - 15 Wauwatosa - 1	12/13: <u>110 (98 students)</u> 11/12: <u>114 (96 students)</u> 10/11: <u>84 (72 students)</u> 09/10: <u>64</u> 08/09: <u>25</u>

These procedures apply to periods of public comment that are included on the public notice of a regular or special meeting of the Board. A District committee may also use these procedures should it be advantageous to include a public comment period be at any of its meetings. A committee may also establish its own procedures provided that the procedures are lawful and consistent with applicable Board policy and with any specific directives issued by the Board.

### **Placement of Periods of Public Comment on the Agenda**

At any Board meeting at which there is a publicly-noticed period of public comment, the period of public comment shall be listed on the agenda prior to other substantive agenda items, except for any minor and routine items of business that generally open such a meeting (e.g., approval of the minutes of a previous meeting).

### **Registration Procedures**

Starting no earlier than 20 minutes prior to the time that the meeting in question is scheduled to convene, persons interested in providing comments to the Board in connection with the meeting may register to (1) simply provide a written comment to the Board; and/or (2) address the Board as a speaker.

The District shall provide a registration form, which shall be numbered and which shall require the registrant:

- a. To specify his/her name, municipality of residence, and relationship to the district (e.g., parent, taxpayer, student, employee, other);
- b. To indicate whether he/she wishes to provide a written comment to the Board (space shall be provided on the form) or wishes to address the Board as a speaker;
- c. To specify the topic(s) he/she intends to address and whether his/her comments pertain to one or more of the noticed agenda items of the meeting, or to some other topic/issue; and
- d. To specify whether he/she is acting as a designated spokesperson for a group of three or more named individuals who are also present at the meeting.

At the registrant's option, he/she may provide a contact telephone number or an email address.

Registration shall be considered closed when the meeting is called to order.

### **Time Limits**

The public comment period will usually be held to a maximum of 30 minutes, not to exceed five minutes for each speaker.

## **Procedures for Recognizing Registrants**

Where the number of registrants at any meeting exceeds the potential maximum the Board may:

- a. Elect to permit all remaining registrants to present their comments at that point in the meeting; or
- b. Close the public comment session and direct all remaining registrants to either return at a future meeting or submit written comments to the District Administrator who will ensure that they are circulated to the members of the Board;

The presiding officer or his/her designee shall recognize registrants in the number order of their written registrations. Upon being recognized, each registrant will approach the podium or microphone, state his/her name, municipality of residence, and relationship to the district (or, if none, their reason for their interest in speaking), and proceed to the substance of his/her remarks. If a registrant is not present at the time he/she is recognized by the presiding officer, he/she forfeits the opportunity to address the Board at that meeting.

As one exception to these procedures, the presiding officer may give first priority to any student registrants.

Approved:

**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:





## 2013/2014 RENEWAL REPORT

5071 West H Avenue  
Kalamazoo, Michigan 49009-8501  
Phone: 269-381-6630  
Fax: 269-341-4614  
E-mail: jgriesbach@1stAgency.com

### ALTOONA SCHOOL DISTRICT

Coverage would be in force for all participants in **SCHOOL-SPONSORED AND SUPERVISED STUDENT** activities including interscholastic athletics and sponsored group travel.

An accident is defined as an unexpected, sudden and definable event, which is the direct cause of a bodily injury, independent of any illness, prior injury, or congenital predisposition.

The coverage would be for those medical/dental expenses **INCURRED WITHIN 52 WEEKS** from the date of the original accident. Treatment must begin within **60 DAYS** from the date of the accident by a legally licensed medical or dental practitioner (not a member of the insured's immediate family).

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### MEDICAL BENEFITS

Benefits are determined on the basis of **REASONABLE AND CUSTOMARY** for the geographic location where services are performed and are payable on the 100% basis.

A \$100 deductible will be applied to each claim regardless of other valid collectible insurance or plan payments.

Payment of all medical/dental expenses incurred from accidents is made **ONLY IN EXCESS** over any family or employer group coverage or plan that must contribute its maximum before this coverage has any liability. This is a program of supplemental coverage designed to pick up eligible balances left by the family or employer group insurance or plan and, if no other coverage or plan is available, to pay the medical/dental expenses incurred to the limits stated in the policy.

For the parents to have payable coverage on their son or daughter, when a member of an HMO (health maintenance organization or PPO (preferred provider organization), they must use the authorized medical vendors from the list provided them. Your coverage through our office is EXCESS coverage and does contain an exclusion for those bills incurred that were "payable" by other insurance or plan. If the parents or students choose not to use authorized medical vendors of their plan, they should be aware that your coverage will not be able to pay the bills incurred that would have been honored had they used the proper medical vendors.

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### ADVANTAGES OF PRESENT COVERAGE THROUGH FIRST AGENCY

- **Personal Visit:** Each year an agent from First Agency, Inc. meets personally with your SCHOOL to review the coverage. This allows for the establishment of a long-term relationship.
- **Claims Processing:** All claims are adjusted at our office in Kalamazoo and not at an insurance company's home office or third party administrator.
- **Experience:** First Agency, Inc. has been providing student and athletic accident coverage to schools since 1959. This is our only business and your school is very important to us.

**BASIC COVERAGE**

Athletic Accident            \$100        to        \$25,000  
 Student Accident            \$100        to        \$25,000

**LIFETIME CATASTROPHIC COVERAGE (Proposed)**

Athletic Accident \$25,000 to \$1 Million  
 Student Accident \$25,000 to \$1 Million

Effective date is August 1, if premium is received at First Agency, Inc. by that date. If premium is received after August 1, effective date will be the date premium is received at First Agency, Inc.

**2013/2014 RENEWAL**

Outlined below are some of the many reasons why school districts provide blanket accident coverage:

1. Positive public relations for the schools;
2. When school coverage pays the medical/dental expenses, parents are less likely to pursue "borderline" negligence cases;
3. Administrators have peace of mind knowing they have all students/athletes covered with the broadest benefits on the market today;
4. Strong feelings of moral obligation toward the interscholastic athletic participants;
5. Reduction of benefits in parents' group or individual medical coverage, (i.e. larger deductibles, higher co-pays and fewer overall benefits). In some cases coverage for dependent children may be excluded altogether; and
6. Health care costs have increased dramatically in the last decade.

Some of the larger claims that were processed this past year include:

CLAIMANT	DATE OF ACCIDENT	TOTAL BILLS	OTHER INSURANCE	ACTIVITY
A	02/06/2012	\$47,923.29	\$0.00	Basketball
B	08/20/2012	\$3,959.51	\$979.73	Football
C	10/19/2012	\$7,089.62	\$5,337.56	Football
D	08/31/2012	\$16,288.00	\$10,047.26	Football
E	09/20/2012	\$4,834.84	\$2,220.19	Football
F	09/13/2012	\$11,563.21	\$9,058.07	Student Accident
G	09/28/2012	\$4,733.00	\$2,199.72	Football
H	10/19/2012	\$5,267.00	\$4,006.41	Football
I	08/16/2012	\$32,169.75	\$29,298.46	Football
J	09/06/2012	\$38,682.59	\$29,155.26	Volleyball
K	09/10/2012	\$12,842.16	\$8,730.31	Football

Fortunately, these large claims had other insurance contributing; however, the student insurance still paid balances.

Last year, the underwriting company offered a slight reduction in premium. For the 2013/2014 school year, the company is pleased to provide a no increase in premium even though the inflation in medical costs continue to increase.

**BASIC COVERAGE**

Premium to cover all students no matter how many for the 2013/2014 year

**\$27,324.00 (No Increase)**

**LIFETIME CATASTROPHIC COVERAGE (Proposed)**

\_\_\_\_\_ athletes @ \$3.35 = \$ \_\_\_\_\_

\_\_\_\_\_ students @ \$1.15 = \$ \_\_\_\_\_

**Total Catastrophic Premium \$ \_\_\_\_\_**

**ADDITIONAL INFORMATION**

**SERVICE:** The total staff at FIRST AGENCY, INC. wants to THANK YOU for the opportunity to service your school and its accident medical insurance needs. We are COMMITTED to PROVIDING you with the type of SERVICE YOU BOTH DESERVE and EXPECT.