



# 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  
Regular Meeting  
Altoona Commons Addition  
May 19, 2014  
6:30 p.m.

*Agenda*

1. Call to Order
2. Roll Call
3. Reading of Public Notice
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes
  - a. May 5, 2014 Organizational Meeting
  - b. May 5, 2014 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 \$1,092,222.36
    - (2) Student activity fund checks totaling \$3,675.97
  - b. Approval of Treasurer's Report
9. Information
  - a. Student Representative's Report
  - b. Committee Reports
    - (1) Demographic Trends & Facilities Planning Committee, May 6
    - (2) Altoona Area Foundation, Inc., May 14
  - c. General Information
    - (1) Policy Development: Policy 511 – Equal Opportunity Employment, 511-Rule – Employment Discrimination Complaint Procedures, 511-Exhibit – Discrimination Complaint Form
  - d. President's Report
    - (1) Committee Appointments
    - (2) Proposed Board Calendar for July 2014 – June 2015
    - (3) Board Work Session, May 22

Altoona Board of Education, May 19, 2014

- e. Superintendent's Report
  - (1) Food Service Program Update, Peggy Ehrhard
  - (2) Open Enrollment for 2014/15
  - (3) Budget Update
  - (4) 21<sup>st</sup> Century Community Learning Centers Grant
  - (5) WASDA 2014 Annual Educational Conference, May 7-9
  - (6) Annual QE Convention, June 18-20
  - (7) Other Meetings, News and Events (Items announced in this category are not meant for discussion)
- 10. Board Action after Consideration and Discussion
  - a. Consider Employment Recommendation to Fill Middle School/High School Instrumental Music Teacher Position
  - b. Consider Employment Recommendation to Fill Intermediate/Middle School Choral Music Teacher Position
  - c. Consider Recommendation to Increase FTE for Intermediate/Middle School Physical Education Teacher to Full-Time
  - d. Consider Recommendation for Approval and Denial of Nonresident Open Enrollment Applications for 2014/15
  - e. Consider Amendment of Policy 411 – Student Nondiscrimination/Equal Education Opportunities
  - f. Consider Approval of 411-Rule – Student Discrimination Complaint Procedures
  - g. Consider Approval of 411-Exhibit 1 – Public Notification of Student Nondiscrimination Policy
  - h. Consider Approval of 411-Exhibit 2 – Discrimination Complaint Form
  - i. Consider Approval of Recommendation for 2014/15 Bread Bid
  - j. Consider Approval of Recommendation for 2014/15 Milk Bid
  - k. Consider Approval of Recommendation for 2014/15 Prices for Regular Lunches
- 11. Anticipated Closed Session as Per Section 19.85 (1) (c), (1)(e) – Wisc. Statutes
  - a. Consider Closed Session Minutes for March 5, 2014
  - b. Consider Closed Session Minutes for May 5, 2014
  - c. Considering employment, promotion, compensation or performance evaluation data and discussion regarding parameters and salary proposals for administrators, administrative staff, supervisors, directors, professional educators, clerical/aides, custodial/maintenance, food service employees, and other support staff - 19.85, (1)(c), (1)(e)
- 12. Reconvene into Open Session and Take Necessary Action
  - a. Consider Employment Recommendation to Fill Business Manager Position
  - b. Consider 2014/15 Salary Increase for Elementary School Principal
  - c. Consider 2014/15 Salary Increase for Administrators (Superintendent, High School Principal, Intermediate/Middle School Principal), Administrative Staff, Supervisors, Directors, Professional Educators, Clerical/Aides, Custodial/Maintenance, Food Service Employees, and Other Support Staff
- 13. Adjournment

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

## **ALTOONA SCHOOL BOARD AGREEMENT**

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

Adopted: 9/19/11

Amended: 1/21/13



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Dr. Connie Biedron, Superintendent

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ALTOONA BOARD OF EDUCATION  
Organizational Meeting  
Altoona Commons Addition  
May 5, 2014  
6:30 p.m.

1. The Organizational 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  
Michael J. Hilger, Clerk  
Bradley D. Poquette, Treasurer  
David A. Rowe, Member  
Dr. Connie M. Biedron, Superintendent  
Joyce M. Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Select Voting Method. The board chose a nomination/voice vote process.
6. Election of Officers Election of Officers. a. President. Helen Drawbert accepted the nomination by Elvig for the office of President. No other nominations were made. Confirmed by a unanimous roll call vote, Helen Drawbert was elected as President. b. Vice President. Robin Elvig accepted the nomination by Rowe for the office of Vice President. No other nominations were made. Confirmed by a unanimous roll call vote, Robin Elvig was elected as Vice President. c. Clerk. Mike Hilger accepted the nomination by Poquette for the office of Clerk. No other nominations were made. Confirmed by a unanimous roll call vote, Mike Hilger was elected as Clerk. d. Treasurer. Brad Poquette accepted the nomination by Rowe for the office of Treasurer. No other nominations were made. Confirmed by a unanimous roll call vote, Brad Poquette was elected as Treasurer.
7. Adjournment. Motion by Elvig to adjourn at 6:36 p.m., seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.

Joyce M. Orth CAP, Board Secretary

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

\_\_\_\_\_  
Date

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Dr. Connie Biedron, Superintendent

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ALTOONA BOARD OF EDUCATION  
Regular Meeting  
Altoona Commons Addition  
May 5, 2014  
6:45 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board President, Helen Drawbert at 6:45 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  
Michael J. Hilger, Clerk  
Bradley D. Poquette, Treasurer  
David A. Rowe, Member  
Dr. Connie M. Biedron, Superintendent  
Joyce M. Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes. a. April 21, 2014 Regular Meeting. Motion by Elvig to approve the minutes as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. (1) Brad Poquette commented on the Oakwood Villa Community Advisory Board meeting he attended at Houligans on April 29. The group's goal is to facilitate connections with the community. Needs were discussed and ideas were exchanged. (2) Dave Rowe mentioned prom, held on April 26 at the high school. (3) Dave Rowe also mentioned the fundraiser for Sheila Lehnen held on May 4 at St. Mary's. The breakfast was sponsored by Boy Scouts Troop 90. (4) Helen recognized staff for the high school's U.S. News and World Report Silver "Best High School" Award. Out of 446 eligible Wisconsin high schools, Altoona High School ranks #21 of 34 high schools receiving a silver or gold medal ranking. b. Agenda items - public comment and concern. None.
8. Treasurer's Report. a. Approval of Checks for Payment. Motion by Hilger to approve general fund checks totaling \$897,916.21 and student activity fund checks totaling \$2,117.50 as presented, seconded by Elvig. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0.

9. Information. **a. School Showcase.** (1) Middle School Student Council Highlight. Middle school student council representatives, Elijah Disalle and Cassie Kramer, along with advisor Denise Madison, shared student council highlights including the 2014 state competition program held in conjunction with their state conference on April 27-28. AMS students earned one gold and three silver ratings. (2) Student Representative's Report. Not given. **b. Committee Reports.** (1) Negotiations Committee. The Negotiations committee met on April 23 and 25 to discuss salary increases for most employee groups. They will update the board in closed session. **c. General Information.** (1) Policy Development. The following were discussed: Policy 411 - Student Nondiscrimination; 411-Rule - Student Discrimination Complaint Procedures; 411-Exhibit 1 - Public Notification of Student Nondiscrimination Policy; 411-Exhibit 2 - Discrimination Complaint Form. **d. President's Report.** (1) Committee Sign-Up Process. Board members will turn in their committee preferences to Joyce by May 13. Committee appointments will be made on May 19. (2) 2014 Spring Academy. David Rowe shared highlights from the Spring Academy held on May 3 in Wisconsin Dells. David focused on the "referendum pathway" track and also shared information from the legislative update portion of the program. (3) Legislative Breakfast. Mike Hilger, David Rowe and Brad Poquette attended the legislative breakfast on May 5. The breakfast was hosted by the Chippewa Falls school district at Camille's Sidewalk Café. **e. Superintendent's Report.** (1) Civic Leaders Breakfast. Dr. Biedron attended Chancellor Schmidt's Civic Leaders Breakfast on April 30. School district leaders have been invited to participate in a three-day "7 Habit's" training at a reduced rate. Dr. Biedron plans to attend along with Gary Pszeniczny and Joann Walker. (2) Appreciation Breakfast. The annual staff appreciation breakfast is scheduled for May 6, 7 to 8:00 a.m. in the commons addition. (3) Committee Progress Update. Recent meeting dates and progress were shared. (4) Enrollment Update Report. Student enrollments as of April 23 were reviewed: Pedersen, 617; intermediate school, 213; middle school, 303; and high school, 432 for a total of 1565. (5) End of Year Schedule. Board members are in favor of the proposed change to the end of year schedule to reflect a return to the original last day of school for students on June 11, and June 12 for staff. Both will follow a full-day schedule. The change was made possible when the Governor signed Act 25 that eliminated the 180-days of school requirement. (6) Other Meetings, News and Events. Items announced included: Get Your Google On Tech Academy, August 19-21 will be hosted by our district; the Excellence in Education Banquet on May 7; statewide superintendent's conference, May 8-9; upcoming Coffee and Conversations with Connie; a parent-advisory concept; a donation by Spectrum Industries valued at more than \$12,000; School Nutrition Employee Week, May 5-9; and the high school's Interact Club, a youth division of Rotary.
10. Board Action after Consideration and Discussion. **a.** Consider Resignation of Technology Education Teacher. Motion by Elvig to accept the resignation of Brady Jenneman, technology education teacher effective at year end 2013/14 as presented, seconded by Hilger. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0. **b.** Consider Employment Recommendation to Fill Intermediate School Teacher Position. Motion by Elvig to employ Kelly Shirm to fill intermediate school teacher position starting in the 2014/15 school year as recommended, seconded by Rowe. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0. **c.** Consider Employment Recommendation to Fill Grade 4-12 Interventionist Position. Motion by Elvig to employ Lori Weinmeister to fill the grade 4-12 interventionist position starting in the 2014/15 school year as recommended, seconded by Hilger. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.
11. Anticipated Closed Session as Per Section 19.85(1)(e) - Wisc. Statutes. Motion by Rowe to adjourn into closed session at 7:52 p.m., seconded by Elvig. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. **a.** Consider Closed Session Minutes for March 5, 2014; **b.** Discussion regarding contract negotiation parameters and salary proposals for administrators, administrative staff, supervisors, professional educators, clerical/aides, custodial/maintenance, food service employees, and other support staff - 19.85(1)(e).

12. Reconvene into Open Session and Take Necessary Action. Motion by Rowe to reconvene into open session and take no action at 10:01 p.m., seconded by Elvig. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0.
13. Adjournment. Motion by Elvig to adjourn at 10:02 p.m., seconded by Hilger. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, May 19, 2014 at 6:30 p.m. in the Altoona commons addition, 1827 Bartlett Avenue.

Joyce M. Orth CAP, Board Secretary

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District Clerk

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Date

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CHECK	CHECK ACCOUNT			INVOICE		POST
DATE	NUMBER	NUMBER	VENDOR	DESCRIPTION	AMOUNT	MONTH
05/07/2014	130107	10 L 000 000 811680	OKLAHOMA DEPARTMENT OF HUMAN S	Payroll accrual	74.91	May
				Totals for 130107	74.91	
05/07/2014	130108	10 L 000 000 811680	WI SCTF	Payroll accrual	46.98	May
	130108	27 L 000 000 811680	WI SCTF	Payroll accrual	7.02	May
				Totals for 130108	54.00	
05/01/2014	130109	10 E 400 310 162204	AUSMAN, LARRY	OFFICIAL	65.00	May
				Totals for 130109	65.00	
05/01/2014	130110	10 E 400 310 162204	AUSMAN, PAUL	OFFICIAL	60.00	May
				Totals for 130110	60.00	
05/01/2014	130111	10 E 400 310 162117	DACHEL, TERRY	OFFICIAL	60.00	May
				Totals for 130111	60.00	
05/01/2014	130112	10 E 400 310 162204	DEGRASSE, DAVE	OFFICIAL	60.00	May
				Totals for 130112	60.00	
05/01/2014	130113	10 E 400 310 162117	HANKEL III, FRED	OFFICIAL	180.00	May
				Totals for 130113	180.00	
05/01/2014	130114	10 E 400 310 162117	PARR, DALE	OFFICIAL	70.00	May
				Totals for 130114	70.00	
05/01/2014	130115	10 E 400 310 162117	WALICKI, WARREN	OFFICIAL	78.00	May
				Totals for 130115	78.00	
05/01/2014	130116	10 E 800 320 254500	ALTOONA AUTO BODY	Repairs to Chevrolet pick-up.	5,442.98	May
				Totals for 130116	5,442.98	
05/01/2014	130117	10 E 800 440 222200	APPLE COMPUTER INC	iPad Mini with Retina display 32GB (10 pack)	4,790.00	May
	130117	10 E 700 440 172000	APPLE COMPUTER INC	iPad Mini with Retina display 32GB (10 pack)	4,790.00	May
	130117	10 E 100 440 125100	APPLE COMPUTER INC	Apple iPad Air Wi-Fi 32 GB	582.33	May
	130117	10 E 400 440 124000	APPLE COMPUTER INC	Apple iPad Air Wi-Fi 32 GB	582.33	May
	130117	10 E 400 440 136320	APPLE COMPUTER INC	Apple iPad Air Wi-Fi 32 GB	582.33	May
	130117	10 E 100 440 143000	APPLE COMPUTER INC	Apple iPad Air Wi-Fi 32 GB	582.33	May
	130117	10 E 200 440 241000	APPLE COMPUTER INC	Apple iPad Air Wi-Fi 32 GB	549.01	May
	130117	27 E 800 440 158000	APPLE COMPUTER INC	Apple iPad Air Wi-Fi 32 GB	2,911.67	May
	130117	10 E 200 440 127000	APPLE COMPUTER INC	Apple iPad Air Wi-Fi 32 GB	1,164.67	May
	130117	10 E 200 440 241000	APPLE COMPUTER INC	Apple iPad Air Wi-Fi 32 GB	33.33	May
				Totals for 130117	16,568.00	
05/01/2014	130118	10 E 800 310 221400	CESA #4	6 & 12 STRATEGIES FOR BEHAVIOR INTERVENTIONS	135.00	May
	130118	27 E 800 310 221400	CESA #4	6 & 12 STRATEGIES FOR BEHAVIOR INTERVENTIONS	405.00	May
	130118	10 E 200 310 221400	CESA #4	CESA workshop on behavior interventions	135.00	May
				Totals for 130118	675.00	
05/01/2014	130119	10 E 800 358 221910	CHARTER COMMUNICATIONS	Cable Internet Access for the PreK house ACCOUNT 8245 11 460 0040346	29.99	May



CHECK	CHECK ACCOUNT		INVOICE		POST
DATE	NUMBER	NUMBER	VENDOR	DESCRIPTION	AMOUNT MONTH
				Totals for 130119	29.99
05/01/2014	130120	10 E 100 411 110000	CITY OF ALTOONA	*RAIL and Beaver Creek information printed in the Parks and Rec brochure	500.00 May
				Totals for 130120	500.00
05/01/2014	130121	10 E 100 411 110000	CULLIGAN WATER SERVICE	ANNUAL WATER DELIVERY	31.35 May
				Totals for 130121	31.35
05/01/2014	130122	10 E 400 310 120000	CHIPPEWA VALLEY TECHNICAL COLL	books	100.00 May
				Totals for 130122	100.00
05/01/2014	130123	10 E 800 310 252100	DIVERSIFIED BENEFIT SERVICES I	ADMIN SERVICES. DEBIT CARD FEES, MAILINGS	177.96 May
				Totals for 130123	177.96
05/01/2014	130124	10 E 800 293 291000	EDUCATORS BENEFIT CONSULTANTS	POST EMPLOYMENT BENEFITS	750.00 May
				Totals for 130124	750.00
05/01/2014	130125	10 L 000 000 816200	GARTZKE, THOMAS	REFUND DUE PARENT FOR RAILS COURSES CANCELLATION	15.00 May
				Totals for 130125	15.00
05/01/2014	130126	10 L 000 000 816200	GOWER, LUKE	REFUND TO PARENT FOR RAILS CANCELLATION PLEASE USE ACCT: 10 L 000 000 816200	20.00 May
				Totals for 130126	20.00
05/01/2014	130127	10 E 100 949 110000	JAY'S SIGN SERVICE, INC.	RAIL program sign - updated dates	30.00 May
				Totals for 130127	30.00
05/01/2014	130128	27 E 700 411 158000	PETTY CASH FUND	Cooking Supplies and Scavenger Hunt Lunch Money	96.56 May
				Totals for 130128	96.56
05/01/2014	130129	10 E 800 551 223100	RICHEY & SONS, INC.	pole vault pit	5,500.00 May
				Totals for 130129	5,500.00
05/01/2014	130130	10 E 400 411 126000	ROSETH, SARAH	classroom supplies	12.06 May
				Totals for 130130	12.06
05/01/2014	130131	10 E 800 411 232100	SCHOOL DISTRICT OF FALL CREEK	CPI BOOKLETS - INITIAL BOOKS, REFRESHER BOOKS	260.84 May
				Totals for 130131	260.84
05/01/2014	130132	10 E 200 320 254410	SCHMITT MUSIC CENTERS	end of year instrument repairs	104.00 May
				Totals for 130132	104.00
05/01/2014	130133	10 E 800 411 216100	WCEPS	MODEL Single Kindergarten Kit: English language screener <a href="https://www.wceps.org/store/wi-da/ProductDetails?ProductID=71">https://www.wceps.org/store/wi-da/ProductDetails?ProductID=71</a>	183.00 May

CHECK	CHECK ACCOUNT				INVOICE	POST
DATE	NUMBER	NUMBER	VENDOR		DESCRIPTION	AMOUNT MONTH
					&CategoryID=2	
					Totals for 130133	183.00
05/01/2014	130134	10 E 800 942 231100	WELD, RILEY, PRENN & RICCI		Labor and Employment Law Seminar - ROWE	35.00 May
					Totals for 130134	35.00
05/02/2014	130135	10 E 400 949 162219	AQUINAS HIGH SCHOOL		Girls & Boys track invite	300.00 May
					Totals for 130135	300.00
05/07/2014	130136	10 E 400 310 161100	JOSTENS		honor cords, department cords, NHS stoles	636.55 May
					Totals for 130136	636.55
05/07/2014	130137	10 E 200 411 124000	MICON CINEMAS		7th grade field trip on 05/09/14	712.00 May
					Totals for 130137	712.00
05/08/2014	130138	10 E 800 310 231100	ALTOONA HOT LUNCH PROGRAM		EMPLOYE APPRECIATION BREAKFAST	450.49 May
					Totals for 130138	450.49
05/08/2014	130139	10 E 800 411 221910	CAMERA CORNER CONNECTING POINT		POWER TOWER 16 SPACE RACK W/AC CHARGING STRIP Please fax PO	5,584.00 May
					Totals for 130139	5,584.00
05/08/2014	130140	10 E 200 411 120000	CULLIGAN WATER SERVICE		MS WATER	15.50 May
	130140	10 E 100 411 110000	CULLIGAN WATER SERVICE		ANNUAL WATER DELIVERY	24.10 May
					Totals for 130140	39.60
05/08/2014	130141	10 E 800 310 252105	DIVERSIFIED BENEFIT SERVICES I		ADMIN SERVICES, MAILINGS	809.16 May
					Totals for 130141	809.16
05/08/2014	130142	10 E 400 411 162218	EAU CLAIRE YMCA TENNIS CENTER		STRING AND GRIPS	148.00 May
					Totals for 130142	148.00
05/08/2014	130143	10 E 800 353 258500	L & M MAIL SERVICE, INC.		MAIL SERVICE	1,489.13 May
					Totals for 130143	1,489.13
05/08/2014	130144	10 E 800 730 270000	UNEMPLOYMENT INSURANCE		UNEMPLOYMENT INSURANCE	416.88 May
					Totals for 130144	416.88
05/08/2014	130145	10 E 100 310 110102	WESTERN DAIRYLAND E.O.C., INC.		ECERS visits to evaluate 4K classrooms.	2,360.00 May
					Totals for 130145	2,360.00
05/08/2014	130146	10 E 800 310 231100	WI DEPARTMENT OF JUSTICE		BACKGROUND CHECKS	112.00 May
					Totals for 130146	112.00
05/07/2014	131400985	10 L 000 000 811670	ING LIFE INS & ANNUITY CO		Payroll accrual	160.00 May
	131400985	10 L 000 000 811670	ING LIFE INS & ANNUITY CO		Payroll accrual	755.00 May
	131400985	27 L 000 000 811670	ING LIFE INS & ANNUITY CO		Payroll accrual	55.00 May
					Totals for 131400985	970.00
05/07/2014	131400986	10 L 000 000 811650	WEST CENTRAL EDUCATION ASSN		Payroll accrual	144.20 May

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT	POST
	NUMBER	NUMBER		DESCRIPTION		MONTH
05/07/2014	131400986	10 L 000 000	811650 WEST CENTRAL EDUCATION ASSN	Payroll accrual	212.01	May
	131400986	27 L 000 000	811650 WEST CENTRAL EDUCATION ASSN	Payroll accrual	218.52	May
	131400986	80 L 000 000	811650 WEST CENTRAL EDUCATION ASSN	Payroll accrual	3.96	May
				Totals for 131400986	578.69	
05/01/2014	131400987	10 E 400 310	162117 CAMPBELL, SCOTT	OFFICIAL	180.00	May
	131400987	10 E 400 310	162204 CAMPBELL, SCOTT	OFFICIAL	40.00	May
				Totals for 131400987	220.00	
05/01/2014	131400988	10 E 400 310	162204 DAKE, PETER	OFFICIAL	60.00	May
				Totals for 131400988	60.00	
05/01/2014	131400989	10 E 400 310	162204 HUTTER, RONALD	OFFICIAL	40.00	May
				Totals for 131400989	40.00	
05/01/2014	131400990	10 E 400 310	162204 JAROCKI, JONATHON	OFFICIAL	40.00	May
				Totals for 131400990	40.00	
05/01/2014	131400991	10 E 400 310	162204 JOHANNES, DAVID	OFFICIAL	80.00	May
				Totals for 131400991	80.00	
05/01/2014	131400992	10 E 400 310	162204 PRINCE, RICK	OFFICIAL	60.00	May
				Totals for 131400992	60.00	
05/01/2014	131400993	10 E 400 310	162204 SMITH, RICHARD	OFFICIAL	90.00	May
				Totals for 131400993	90.00	
05/01/2014	131400994	10 E 400 310	162117 WHITESIDE, DENNIS	OFFICIAL	60.00	May
	131400994	10 E 400 310	162204 WHITESIDE, DENNIS	OFFICIAL	40.00	May
				Totals for 131400994	100.00	
05/01/2014	131400995	10 E 100 320	254300 BRAUN CORPORATION LLC	#1 LIFT UPPER DOOR OPENER NOT WORKING	228.00	May
	131400995	10 E 400 320	254300 BRAUN CORPORATION LLC	#1 LIFT UPPER DOOR OPENER NOT WORKING	228.00	May
				Totals for 131400995	456.00	
05/01/2014	131400996	10 L 000 000	816200 CAMLEK, SHANNON	PARENT REFUND FOR RAILS CANCELLATION OF 3 COURSES	15.00	May
				Totals for 131400996	15.00	
05/01/2014	131400997	10 E 100 320	254300 CESA #10	Energy Management shared savings	115.00	May
	131400997	10 E 200 320	254300 CESA #10	Energy Management shared savings	115.00	May
	131400997	10 E 400 320	254300 CESA #10	Energy Management shared savings	115.00	May
				Totals for 131400997	345.00	
05/01/2014	131400998	10 E 400 411	162204 CHIPPEWA VALLEY SPORTING GOODS	catchers mitt	325.00	May
	131400998	21 E 800 411	223100 CHIPPEWA VALLEY SPORTING GOODS	basketball banners	900.00	May
				Totals for 131400998	1,225.00	
05/01/2014	131400999	10 E 800 310	221210 ESTREM-FULLER, NANCY	MARCH/APRIL CONSULTANT HOURS	1,020.00	May
				Totals for 131400999	1,020.00	

CHECK	CHECK ACCOUNT			INVOICE		POST
DATE	NUMBER	NUMBER	VENDOR	DESCRIPTION	AMOUNT	MONTH
05/01/2014	131401000	10 E 100 320 254300	G & K SERVICES, INC.	Blanket P.O.	9.62	May
	131401000	10 E 200 320 254300	G & K SERVICES, INC.	Blanket P.O.	9.62	May
	131401000	10 E 400 320 254300	G & K SERVICES, INC.	Blanket P.O.	9.61	May
	131401000	10 E 100 320 254300	G & K SERVICES, INC.	Blanket P.O.	14.25	May
	131401000	10 E 200 320 254300	G & K SERVICES, INC.	Blanket P.O.	14.25	May
	131401000	10 E 400 320 254300	G & K SERVICES, INC.	Blanket P.O.	14.25	May
	131401000	10 E 100 320 254300	G & K SERVICES, INC.	Blanket P.O.	18.75	May
	131401000	10 E 200 320 254300	G & K SERVICES, INC.	Blanket P.O.	18.75	May
	131401000	10 E 400 320 254300	G & K SERVICES, INC.	Blanket P.O.	18.74	May
				Totals for 131401000	127.84	
05/01/2014	131401001	10 E 200 320 254300	JOHNSON CONTROLS, INC.	Repair AHU #6 in the middle school.	283.91	May
	131401001	10 E 400 320 254300	JOHNSON CONTROLS, INC.	Repair AHU #6 in the middle school.	261.33	May
	131401001	10 E 200 320 254300	JOHNSON CONTROLS, INC.	Repairs to Hot water reheat valve.	261.33	May
	131401001	10 E 400 320 254300	JOHNSON CONTROLS, INC.	Repairs to Hot water reheat valve.	240.54	May
				Totals for 131401001	1,047.11	
05/01/2014	131401002	10 E 800 942 232100	ORTH, JOYCE	Mileage and expense reimbursement	54.88	May
				Totals for 131401002	54.88	
05/01/2014	131401003	10 E 400 411 124000	SCHAEFER, DARRYL	Tip and room for AP Calculus field trip day	30.00	May
				Totals for 131401003	30.00	
05/01/2014	131401005	10 E 100 411 110101	SCHOOL SPECIALTY INC.	Scotch Laminator item # 1438679	101.75	May
	131401005	10 E 150 411 110000	SCHOOL SPECIALTY INC.	Project display boards	537.97	May
	131401005	27 E 700 411 152000	SCHOOL SPECIALTY INC.	Classroom Supplies	1,155.91	May
	131401005	10 E 100 411 110000	SCHOOL SPECIALTY INC.	File folders, binders, sheet protectors, desk calendars, construction paper, and birthday pencils.	186.89	May
	131401005	10 E 100 417 110000	SCHOOL SPECIALTY INC.	File folders, binders, sheet protectors, desk calendars, construction paper, and birthday pencils.	571.37	May
	131401005	10 E 200 411 126000	SCHOOL SPECIALTY INC.	general classroom supplies	35.84	May
	131401005	10 L 000 000 816902	SCHOOL SPECIALTY INC.	Replacement items for Family Activity Kits	18.70	May
				Totals for 131401005	2,608.43	
05/01/2014	131401007	10 E 400 341 256770	STUDENT TRANSIT EAU CLAIRE, IN	CHARTER - HS JR ACHIEVEMENT	535.50	May
	131401007	10 E 400 341 256770	STUDENT TRANSIT EAU CLAIRE, IN	CHARTER - MUSIC TO FALL CREEK	252.00	May
	131401007	10 E 100 341 256770	STUDENT TRANSIT EAU CLAIRE, IN	CHARTER - ELE - GOVINS	555.00	May
	131401007	10 E 100 341 256770	STUDENT TRANSIT EAU CLAIRE, IN	CHARTER - LITTLE SCHOOLHOUSE - CVTC - 4K	120.12	May
	131401007	10 E 100 341 256770	STUDENT TRANSIT EAU CLAIRE, IN	CHARGER ELE TO EC SPORTS CENTER HEALTH FAIR	268.37	May
	131401007	10 E 400 341 256770	STUDENT TRANSIT EAU CLAIRE, IN	CHARTER ANAT AND PHYS TO SCIENCE MUSEUM	495.15	May
	131401007	10 E 400 341 256770	STUDENT TRANSIT EAU CLAIRE, IN	CHARTER - HS REAL LIFE AT THE	168.00	May

CHECK DATE	CHECK NUMBER	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT	POST MONTH
				PLAZA		
	131401007	27 E 800 341 256770	STUDENT TRANSIT EAU CLAIRE, IN	CHARTER - SP NEEDS TO	976.25	May
				MENOMONIE AND RIVER FALLS		
	131401007	10 E 400 341 256740	STUDENT TRANSIT EAU CLAIRE, IN	CHARTER - MADISON OVERNIGHT -	1,203.00	May
				FORENSICS		
				Totals for 131401007	4,573.39	
05/01/2014	131401008	10 E 800 355 263300	WATT, LORI	Internet and Telephone	456.84	May
				service for sub finder (pd		
				1/2 in Dec & 1/2 May)		
				Totals for 131401008	456.84	
05/01/2014	131401009	10 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	469.45	May
	131401009	27 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	96.94	May
	131401009	50 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	22.16	May
	131401009	80 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00	May
	131401009	10 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	188.51	May
	131401009	27 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	34.98	May
	131401009	50 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	3.04	May
	131401009	80 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00	May
				Totals for 131401009	815.08	
05/02/2014	131401010	10 E 400 949 162218	EAU CLAIRE AREA SCHOOL DIST	entry fee for match at ECN	40.00	May
				5/3		
				Totals for 131401010	40.00	
05/02/2014	131401011	27 E 700 411 158000	MUSSEHL, AMANDA	Mileage for home school of	22.96	May
				Devan B. April - 4/1, 4/2,		
				/4/7, 4/14, 4/15, 4/21, 4/24,		
				4/28 Distance 2.6 miles each		
				way (5.2 round trip) 5.2x8 =		
				41.60miles		
				Totals for 131401011	22.96	
05/02/2014	131401012	10 E 400 411 122000	STAPLES	Classroom supplies	22.58	May
	131401012	10 E 400 411 122000	STAPLES	Classroom supplies	69.84	May
				Totals for 131401012	92.42	
05/07/2014	131401013	10 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	206.84	May
	131401013	27 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	36.69	May
	131401013	50 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	2.97	May
	131401013	80 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00	May
	131401013	10 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	509.80	May
	131401013	27 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	100.41	May
	131401013	50 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	21.83	May
	131401013	80 L 000 000 811634	MINNESOTA LIFE INSURANCE CO	Payroll accrual	0.00	May
	131401013	10 E 100 230 110000	MINNESOTA LIFE INSURANCE CO	JUNE BILLING IN MAY 2014	-19.68	May
	131401013	10 E 200 230 120000	MINNESOTA LIFE INSURANCE CO	JUNE BILLING IN MAY 2014	-20.28	May
	131401013	10 E 400 230 120000	MINNESOTA LIFE INSURANCE CO	JUNE BILLING IN MAY 2014	-19.69	May
				Totals for 131401013	818.89	
05/07/2014	131401016	10 E 200 310 125510	MORGAN MUSIC COMPANY	repair school instrument/Hoff	125.00	May
				Totals for 131401016	125.00	
05/07/2014	131401017	10 E 400 342 162205	WINSAND, STACY	stipend for coaches for state	150.00	May
				tournament		

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				Totals for 131401017	150.00	
05/08/2014	131401018	27 E 700 411 158000	CESA 6	Registration CHANGING BEHAVIOR BY SUPPORTING AUTISTIC THINKING - ADRIAN - GINDER - ABERNATHY	150.00	May
				Totals for 131401018	150.00	
05/08/2014	131401019	10 E 400 411 121000	CONTINENTAL CLAY CO	high school art supplies	188.69	May
				Totals for 131401019	188.69	
05/08/2014	131401020	10 E 400 411 161339	ENGEN, MELANIE	Team Meal at State Competition	102.24	May
	131401020	10 E 400 411 161339	ENGEN, MELANIE	Food/Snacks for Forensics performance night and end of the year party	56.33	May
	131401020	10 E 400 310 161339	ENGEN, MELANIE	Forensics State Tournament - Hotel	476.00	May
				Totals for 131401020	634.57	
05/08/2014	131401021	10 E 800 342 221910	LIERMAN, ANDREW	Mileage to Wiscnet Future Technologies Conference in Madison	212.80	May
	131401021	10 E 800 342 221910	LIERMAN, ANDREW	Meals that were not included for Wiscnet Future Technologies Conference	18.00	May
				Totals for 131401021	230.80	
05/08/2014	131401022	10 E 800 411 221001	MISSISSIPPI WELDERS SUPPLY	Welding Equipment	1,280.18	May
				Totals for 131401022	1,280.18	
05/08/2014	131401023	10 E 100 411 110101	REALLY GOOD STUFF, INC.	SUPPLIES	247.53	May
				Totals for 131401023	247.53	
05/08/2014	131401024	27 E 700 411 152000	SCHOOL SPECIALTY INC.	adaptive/ sensory materials	513.41	May
	131401024	10 E 100 411 110101	SCHOOL SPECIALTY INC.	Martell's Classroom SUPPLIES	254.19	May
	131401024	10 E 150 411 110450	SCHOOL SPECIALTY INC.	school supplies	70.35	May
				Totals for 131401024	837.95	
05/08/2014	131401025	21 E 800 411 214400	SCHUBRING, ANITA	deodorant for hygiene lesson.	67.99	May
				Totals for 131401025	67.99	
05/08/2014	131401026	10 E 100 411 125100	LANE SCHROEDER	PIANO TUNING - ELE	70.00	May
				Totals for 131401026	70.00	
05/07/2014	201300990	10 L 000 000 811671	GREAT-WEST RETIREMENT SERVICES	Payroll accrual	2,045.00	May
				Totals for 201300990	2,045.00	
05/07/2014	201300991	10 L 000 000 811612	WELLS FARGO BANK	Payroll accrual	788.78	May
	201300991	80 L 000 000 811612	WELLS FARGO BANK	Payroll accrual	7.50	May
	201300991	10 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	4,247.55	May
	201300991	27 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	828.02	May
	201300991	50 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	151.04	May
	201300991	80 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	3.56	May
	201300991	10 L 000 000 811612	WELLS FARGO BANK	Payroll accrual	25,647.19	May
	201300991	27 L 000 000 811612	WELLS FARGO BANK	Payroll accrual	4,151.24	May

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DATE	NUMBER	NUMBER	VENDOR	DESCRIPTION	AMOUNT MONTH
05/07/2014	201300991	50 L 000 000 811612	WELLS FARGO BANK	Payroll accrual	566.48 May
	201300991	80 L 000 000 811612	WELLS FARGO BANK	Payroll accrual	10.20 May
	201300991	10 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	18,161.85 May
	201300991	27 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	3,540.49 May
	201300991	50 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	645.87 May
	201300991	80 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	15.20 May
				Totals for 201300991	58,764.97
05/07/2014	201300992	10 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	4,247.55 May
	201300992	27 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	828.02 May
	201300992	50 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	151.04 May
	201300992	80 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	3.56 May
	201300992	10 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	18,161.85 May
	201300992	27 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	3,540.49 May
	201300992	50 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	645.87 May
	201300992	80 L 000 000 811611	WELLS FARGO BANK	Payroll accrual	15.20 May
				Totals for 201300992	27,593.58
05/07/2014	201300993	10 L 000 000 811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	12,725.93 May
	201300993	27 L 000 000 811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	2,269.12 May
	201300993	50 L 000 000 811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	239.76 May
	201300993	80 L 000 000 811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	1.18 May
	201300993	10 L 000 000 811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	97.50 May
	201300993	50 L 000 000 811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	55.00 May
	201300993	80 L 000 000 811613	WISCONSIN DEPT OF REVENUE	Payroll accrual	7.50 May
				Totals for 201300993	15,395.99
05/07/2014	201300994	10 L 000 000 811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	3,471.47 May
	201300994	27 L 000 000 811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	1,010.58 May
	201300994	50 L 000 000 811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	614.28 May
	201300994	80 L 000 000 811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	18.14 May
	201300994	10 L 000 000 811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	16,309.04 May
	201300994	27 L 000 000 811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,455.56 May
	201300994	10 L 000 000 811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	3,471.47 May
	201300994	27 L 000 000 811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	1,010.58 May
	201300994	50 L 000 000 811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	614.28 May
	201300994	80 L 000 000 811622	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	18.14 May
	201300994	10 L 000 000 811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	16,309.04 May
	201300994	27 L 000 000 811621	WISCONSIN RETIREMENT SYSTEM	Payroll accrual	2,455.56 May
				Totals for 201300994	47,758.14
05/07/2014	201300995	10 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	233.00 May
	201300995	10 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	1,953.68 May
	201300995	27 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	376.00 May
	201300995	10 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	50.61 May
	201300995	27 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	62.61 May
	201300995	10 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	71.04 May
	201300995	27 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	64.05 May
	201300995	10 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	6,545.25 May
	201300995	27 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	500.00 May
	201300995	80 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	78.25 May
	201300995	10 L 000 000 811691	WEA TRUST ADVANTAGE	Payroll accrual	2,653.55 May
				Totals for 201300995	12,588.04
05/07/2014	201300996	10 A 000 000 711100	WELLS FARGO BANK/NET PR & DIRE	PAYROLL & DIRECT DEPOSIT/5-7-14	195,915.56 May

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DATE	NUMBER	NUMBER		VENDOR	DESCRIPTION	AMOUNT	MONTH
05/07/2014	201300996	27 A 000 000	711100	WELLS FARGO BANK/NET PR & DIRE	PAYROLL & DIRECT DEPOSIT/5-7-14	41,416.82	May
	201300996	50 A 000 000	711100	WELLS FARGO BANK/NET PR & DIRE	PAYROLL & DIRECT DEPOSIT/5-7-14	8,123.17	May
	201300996	80 A 000 000	711100	WELLS FARGO BANK/NET PR & DIRE	PAYROLL & DIRECT DEPOSIT/5-7-14	99.70	May
					Totals for 201300996	245,555.25	
05/01/2014	201300997	10 L 000 000	811632	MIDAMERICA PAYMENT PROCESSING	Payment to trust	524,272.00	May
	201300997	27 L 000 000	811632	MIDAMERICA PAYMENT PROCESSING	Payment to trust	79,982.00	May
	201300997	50 L 000 000	811632	MIDAMERICA PAYMENT PROCESSING	Payment to trust	4,716.00	May
					Totals for 201300997	608,970.00	
04/30/2014	201300998	10 E 100 249	110000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	10 E 100 249	110100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	340.39	April
	201300998	10 E 100 249	110101	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	369.89	April
	201300998	10 E 100 249	110200	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	283.65	April
	201300998	10 E 100 249	110300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	283.65	April
	201300998	10 E 100 249	143000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 100 249	213000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	51.06	April
	201300998	10 E 100 249	241000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	170.19	April
	201300998	10 E 100 249	253300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	10 E 100 249	110100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	10 E 100 249	110101	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	10 E 100 249	110200	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	10 E 100 249	110300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 200 249	120000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	21.56	April
	201300998	10 E 200 249	120600	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	226.92	April
	201300998	10 E 200 249	121000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 200 249	122000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	147.50	April
	201300998	10 E 200 249	123000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 200 249	124000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	102.12	April
	201300998	10 E 200 249	125400	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	17.02	April
	201300998	10 E 200 249	125500	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	17.02	April
	201300998	10 E 200 249	125510	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	34.04	April
	201300998	10 E 200 249	126000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	102.12	April
	201300998	10 E 200 249	127000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	102.12	April
	201300998	10 E 200 249	132700	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 200 249	141000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	18.72	April
	201300998	10 E 200 249	143000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	99.28	April
	201300998	10 E 200 249	213000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	51.06	April
	201300998	10 E 200 249	241000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	170.19	April
	201300998	10 E 200 249	241100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	28.37	April
	201300998	10 E 200 249	253300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	10 E 200 249	254300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 400 249	121000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 400 249	122000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	226.92	April
	201300998	10 E 400 249	123000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 400 249	124000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	198.56	April
	201300998	10 E 400 249	125400	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	28.37	April
	201300998	10 E 400 249	125500	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	28.37	April
	201300998	10 E 400 249	126000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	208.20	April
	201300998	10 E 400 249	127000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	170.19	April
	201300998	10 E 400 249	141000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	28.37	April
	201300998	10 E 400 249	143000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	66.38	April
	201300998	10 E 400 249	213000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	133.32	April



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DATE	NUMBER	NUMBER	VENDOR	DESCRIPTION	AMOUNT	MONTH
04/30/2014	201300998	10 E 400 249 241000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	170.19	April
	201300998	10 E 400 249 241100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	85.10	April
	201300998	10 E 400 249 253300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	170.19	April
	201300998	10 E 400 249 254300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 400 249 132700	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	10 E 400 249 136320	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	42.55	April
	201300998	10 E 700 249 172000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 800 249 211100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	24.39	April
	201300998	10 E 800 249 214400	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	40.28	April
	201300998	10 E 800 249 221910	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	85.10	April
	201300998	10 E 800 249 223100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	27.80	April
	201300998	10 E 800 249 232100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	10 E 800 249 252000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	10 E 800 249 254200	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 800 249 254300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 800 249 239000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	7.38	April
	201300998	27 E 700 249 152000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	27 E 700 249 158100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	7.38	April
	201300998	27 E 700 249 158320	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	27 E 700 249 158330	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	45.38	April
	201300998	27 E 700 249 158340	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	27 E 700 249 158510	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	27 E 700 249 158520	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	27 E 700 249 158530	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	27 E 700 249 158710	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	27 E 700 249 158730	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	27 E 700 249 158750	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	27 E 700 249 158760	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	27 E 700 249 159110	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	567.31	April
	201300998	27 E 700 249 213000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	22.69	April
	201300998	27 E 700 249 214400	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	16.45	April
	201300998	27 E 700 249 223300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	28.37	April
	201300998	10 E 100 249 110300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 800 249 222200	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.46	April
	201300998	27 E 800 249 156600	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	170.19	April
	201300998	27 E 700 249 159110	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 150 249 110450	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	510.58	April
	201300998	27 E 700 249 158310	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 150 249 122000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	15.88	April
	201300998	10 E 200 249 122000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	42.55	April
	201300998	10 E 100 249 123000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 100 249 122000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 100 249 121000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 100 249 125100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 100 249 254300	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 150 249 110000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	74.88	April
	201300998	10 E 150 249 120000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	14.18	April
	201300998	10 E 150 249 125400	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	11.35	April
	201300998	10 E 150 249 125500	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	11.35	April
	201300998	10 E 150 249 125510	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	22.69	April
	201300998	10 E 150 249 136320	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	14.18	April
	201300998	10 E 150 249 213000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	51.06	April
	201300998	10 E 400 249 123100	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 800 249 110000	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	56.73	April
	201300998	10 E 800 249 221920	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	28.37	April
	201300998	27 E 700 249 158740	DIVERSIFIED BENEFIT SERVICES I	HRA PAYMENTS	113.47	April

CHECK	CHECK ACCOUNT		INVOICE		POST
DATE	NUMBER	NUMBER	VENDOR	DESCRIPTION	AMOUNT MONTH
				Totals for 201300998	9,153.53
04/30/2014	201300999	10 L 000 000 811614	DIVERSIFIED BENEFIT SERVICES I	Flex plan charges	136.16 April
				Totals for 201300999	136.16
Totals for checks					1,092,222.36

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL	860,351.47	0.00	61,066.83	921,418.30
21	SPECIAL REVENUE TRUST FUND	0.00	0.00	967.99	967.99
27	SPECIAL EDUCATION FUND	145,040.70	0.00	7,940.49	152,981.19
50	FOOD SERVICE	16,572.79	0.00	0.00	16,572.79
80	COMMUNITY SERVICE	282.09	0.00	0.00	282.09
***	Fund Summary Totals ***	1,022,247.05	0.00	69,975.31	1,092,222.36

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

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE		AMOUNT
	NUMBER	NUMBER		DESCRIPTION		
04/30/2014	7986	61 L 000 000 814228 000	GREATER MIDWEST FUND	SOFTBALL FUNDRAISER		-1,005.50
				Totals for 7986		-1,005.50
04/30/2014	7994	61 L 000 000 814000 000	COCA-COLA BOTTLING C	Order for The Red Zone		119.76
				Totals for 7994		119.76
04/30/2014	7995	61 L 000 000 814400 000	KOLIS, JEANNE	tutor payment		425.00
				Totals for 7995		425.00
04/30/2014	7996	61 L 000 000 814228 000	GREATER MIDWEST FUND	SOFTBALL FUNDRAISER		1,005.50
				Totals for 7996		1,005.50
05/07/2014	7997	61 L 000 000 814400 000	DONOVAN, JOHN	Percussion tutor (final bill)		60.00
				Totals for 7997		60.00
05/07/2014	7998	61 L 000 000 814212 000	EQUAL RIGHTS DIVISIO	APRIL WORK PERMITS - OFFICE NUMBER:7		90.00
				Totals for 7998		90.00
05/07/2014	7999	61 L 000 000 814228 000	LE PHILLIPS CAREER D	t shirts		199.82
				Totals for 7999		199.82
05/07/2014	8000	61 L 000 000 814228 000	NATIONAL MS SOCIETY	DONATION - LISA WOLFE		50.00
				Totals for 8000		50.00
05/07/2014	8001	61 L 000 000 814221 000	PEPSI-COLA	PEPSI PRODUCTS FOR TEACHER'S LOUNGE		174.60
				Totals for 8001		174.60
05/07/2014	8002	61 L 000 000 814400 000	SANDS, SHIRLEY	accompanist for State Solo and Ensemble		25.00
				Totals for 8002		25.00
05/13/2014	8003	61 L 000 000 814415 000	COUNTRY COACHES	BUS TO MAUSTON 04/10/14		354.95
				Totals for 8003		354.95
05/13/2014	8004	61 L 000 000 814415 000	FLEET FEET ON WATER	PANTS		80.00
05/13/2014	8004	61 L 000 000 814415 000	FLEET FEET ON WATER	CAPS AND SETUP		511.14
				Totals for 8004		591.14
05/13/2014	8005	61 L 000 000 814400 000	J & M FUNDRAISING, I	Product payment - band spring fundraiser		841.00
				Totals for 8005		841.00
05/07/2014	????????	61 L 000 000 814209 000	CHIPPEWA VALLEY SPOR	T Shirt Order for Student Council		253.00
				Totals for 131401014		253.00
05/07/2014	????????	61 L 000 000 814000 000	COCA-COLA BOTTLING C	Order for The Red Zone		116.40
05/07/2014	????????	61 L 000 000 814209 000	COCA-COLA BOTTLING C	STUDENT COUNCIL VENDING MACHINE		234.34
				Totals for 131401015		350.74
05/13/2014	????????	61 L 000 000 814415 000	JOHNSON, JASON	CAULK, ACRYLIC SHEET, BIRCH PLYWOOD		140.96
				Totals for 131401029		140.96

<u>CHECK</u>	<u>CHECK</u>	<u>ACCOUNT</u>		<u>INVOICE</u>	
<u>DATE</u>	<u>NUMBER</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>

Totals for checks 3,675.97

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
61	EXTRA CURRICULAR FUND	3,675.97	0.00	0.00	3,675.97
***	Fund Summary Totals ***	3,675.97	0.00	0.00	3,675.97

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

# SCHOOL DISTRICT OF ALTOONA

## Bank Balances

April 2014

### GENERAL ACCOUNTS (FUNDS 10, 23, 27, 38, 45, 50, and 80)

#### Wells Fargo Bank

Beginning balance	(9,004.51)
Receipts	227,411.56
Disbursements	(1,539,072.20)
Transfers in	1,400,000.00
Transfers out	<u>0.00</u>
Ending Balance	<u>79,334.85</u>

#### Wells Fargo Bank Savings

Beginning balance	1,488,403.89
Transfers in	2,000,000.00
Transfers out	(500,000.00)
Interest	<u>272.29</u>
Ending Balance	<u>2,988,676.18</u>

#### State Government Pool

Beginning balance	2,860,494.48
Receipts	186,421.17
Transfers in	0.00
Transfers out	(2,900,000.00)
Interest	<u>62.12</u>
Ending Balance	<u>146,977.77</u>

#### Wisconsin Liquid Asset Fund

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

### GENERAL ACCOUNTS TOTAL

**\$3,217,134.97**

# SCHOOL DISTRICT OF ALTOONA

## Bank Balances

April 2014

### DEBT SERVICE FUND 39

Wells Fargo Bank

Beginning balance	276,898.06
Receipts	0.00
Disbursements	(257,496.25)
Interest	<u>2.40</u>
Ending Balance	<u>19,404.21</u>

**FUND 39 TOTAL**

**\$19,404.21**

### STUDENT ACTIVITY FUND 60

Wells Fargo Bank

Beginning balance	80,609.98
Receipts	13,476.03
Disbursements	(6,111.59)
Ending Balance	<u>87,974.42</u>

**FUND 60 TOTAL**

**\$87,974.42**

### Employee Benefit Trust Fund 73

Mid America

Beginning balance	30,795.42
Receipts	0.00
Disbursements	0.00
Quarterly Interest	0.00
Gains	<u>188.19</u>
Ending Balance	<u>30,983.61</u>

**FUND 73 TOTAL**

**\$30,983.61**





# School District of Altoona

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

Dr. Connie Biedron, Superintendent

www.altoona.k12.wi.us

ALTOONA BOARD OF EDUCATION  
Demographic Trends & Facility Planning Committee  
District Board Room  
May 6, 2014  
8:30 a.m.

1. The meeting of the Demographic Trends and Facility Planning Committee was called to order by acting committee chair David Rowe at 8:31 a.m. in the district board room.

2. Roll Call was taken and the following were present and absent:

Dave Rowe	Matt Biren	Jeannie York	Robin Elvig, Absent
Dr. Connie Biedron	Frank Borg	Jan Zander	Ann Kaiser, Absent
Joyce Orth	Kelley Gaynier		Suzy Sivertson, Absent
	Bob Wilcox		Todd Trapani, Absent

David Cihasky, SDS; Justin Geissler, Market & Johnson; and Mike Shea, Market & Johnson were also in attendance.

3. Report of Public Notice. All posting requirements were met.

4. Approval of Minutes. a. December 11, 2013. The minutes were approved as presented.

5. Review Updated Projects and Costs. The current status since the last meeting was reviewed. Discussions with the City of Altoona about possible collaboration to extend water and sewer to the KB property are ongoing. While an amendment made to the TID makes it possible, an expansion to include the property would be more viable if a portion of the property provided for economic development. The possibility of postponing some projects on the current campus until a later date when they could be completed as an energy exemption project is also under evaluation. Market and Johnson are in the process of clarifying cost projections for Option 1 (renovations to keep all facilities on the current campus) and Option 3 (building a new K-3 school on KB with renovations to current campus), as well as prioritizing/clarifying cost projections for “fixes” to the existing buildings. While incomplete, their current projections for Option 1 are \$17,820,615 and \$20,619,885 for Option 3. A diagram showing the potential staging area for construction (baseball field at Bartlett and 7<sup>th</sup> St W) and the potential placement of 16 temporary classrooms (staff parking area behind technology education department) was also reviewed.

6. Discuss Next Steps/Recommendation to the Board. While no recommendation was made, most of the discussion focused on reducing project costs considerably.

7. Adjournment. The meeting adjourned at 10:12 a.m.

Joyce M. Orth CAP

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

## **Altoona Area Foundation Inc.**

**DATE:** May 14<sup>th</sup>, 2014  
**TIME:** 6:30p.m.  
**LOCATION:** SCHOOL DISTRICT OFFICE  
1903 Bartlett Av, Altoona

### **AGENDA:**

1. **Call to Order**
2. **Roll Call**
3. **SECRETARY'S REPORT**
4. **TREASURER'S REPORT**
  
5. **COMMITTEE REPORTS**

**A: PROMOTION**-Update on collection boxes

**B: SCHOLARSHIP/ AWARDS**-Scholarship Committee  
Report/PARR Award winner

**C: ALUMNI RELATIONS-**

6. **STAR GRANTS**-Thank you for past award.
7. **OLD BUSINESS**- New Brochures? Update if marketing  
department did input on the design.  
Report on Excellence in Education Banquet  
Update if the Altoona Historical Society decided to use our  
tax exempt status.  
Parks and Rec Ad  
**NEW BUSINESS**-Awards night May 21
8. **ADJOURN**

**IF UNABLE TO ATTEND, PLEASE NOTIFY Jamey McIntosh**  
**mrjmcintos@gmail.com**

The School District of Altoona is an equal opportunity employer. Personnel hiring and administration in the District are to be conducted so as not to discriminate against applicant or employee on the basis of age, race, religion, sex or sexual orientation, disability/ handicap, citizenship status, marital status, pregnancy, national origin, creed, color, political or religious affiliation, genetic information, ancestry, arrest or conviction record, military service, genetic information, use or nonuse of a lawful product off school premises during nonworking hours, declining to attend a meeting or participate in any communication about religious or political matters, or any other reason prohibited by state or federal law. Exceptions to this policy may only be made in accordance with state and federal laws.

Reasonable accommodations shall be made for qualified individuals with a disability or handicap, unless such accommodations would impose an undue hardship to the District. The District shall also accommodate the religious practices of an employee to the extent required by law.

Complaints regarding the interpretation or application of this policy shall be referred to the administrative staff and processed in accordance with established procedures. Notice of this policy and related complaint procedures shall be given in accordance with applicable legal requirements.

Legal References: 111.31, 111.321, 111.322, 118.195, 118.20 Wisc. Statutes

### **Federal Laws**

#### [Title IX, Education Amendments of 1972](#)

[sex discrimination in employment in educational programs]

#### [Title VII of the Civil Rights Act of 1964](#)

[*employment discrimination based on race, color, religion, sex and national origin*]

#### [Section 504 of the Rehabilitation Act of 1973](#)

[employment discrimination based on handicap; reasonable accommodations]

#### [Age Discrimination Act of 1967](#) [age discrimination in employment]

#### [Pregnancy Discrimination Act](#) [pregnancy discrimination in employment]

#### [Americans with Disabilities Act of 1990](#)

[disability discrimination in employment; reasonable accommodations]

#### [Genetic Information Nondiscrimination Act of 2008](#)

[employment discrimination based on genetic information]

#### [Immigration and Nationality Act \(Title II, Chapter 8, Act 274B\)](#)

[employment discrimination based on national origin and citizenship status]

Adopted: 07/07/86

Amended: 04/02/04



Any person who believes that the School District Of Altoona has failed to follow employment nondiscrimination laws, or in some way has discriminated against an employee or applicant for employment in violation of the District's equal opportunity employment policy, may bring forward a complaint as outlined below:

**Informal Procedure**

Anyone who believes he/she has a valid basis for complaint shall discuss the concern with the building principal or immediate supervisor who will investigate the complaint and reply to the complainant. If this reply is not acceptable to the complainant, he/she may initiate formal procedures according to the steps listed below.

**Formal Complaint Procedure**

If the complaint involves alleged improper behavior by the designated person to whom the complaint is to be filed, the complaint should be filed with the next highest authority listed in the procedure.

- Step 1:** A written complaint statement shall be prepared by the complainant and signed. It shall be presented to the District Administrator who shall immediately undertake an investigation of the suspected infraction. He/she shall review with building principals and other appropriate persons the facts comprising the alleged discrimination, decide the merits of the case, determine the action to be taken, if any, and report in writing the findings and the resolution of the case to the complainant.
- Step 2:** If the complainant is dissatisfied with the decision of the District Administrator, he/she may appeal the decision in writing to the School Board. The Board shall hear the appeal at its next regular meeting, or a special meeting may be called for the purpose of hearing the appeal. The Board shall make its decision in writing. A copy of the written decision shall be mailed or delivered to the complainant.
- Step 3:** If the complainant is not satisfied with the Board's decision, or in lieu of utilizing these complaint procedures, the complainant may pursue alternate actions available under state or federal laws (e.g. appeal to State Superintendent of Public Instruction (for teachers/administrative personnel), filing of complaint with the Equal Rights Division of the Department of Workforce Development, the U.S. Office for Civil Rights-Region V in Chicago and/or the courts having proper jurisdiction).

Responses to discrimination complaints shall be made within any timelines established by law.

## **Maintenance of Complaint Records**

Complaint records shall be maintained for the purpose of documenting compliance. Records shall be kept for each complaint filed and, at a minimum, should include:

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

Approved: 01/17/00

DISCRIMINATION COMPLAINT FORM

511-Exhibit  
(formerly AC-E)

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_  
(Street)

\_\_\_\_\_ (City) \_\_\_\_\_ (Zip)

Telephone \_\_\_\_\_ (Home) \_\_\_\_\_ (School or Work Location)

Status of person filing complaint: \_\_\_ Student \_\_\_ Employee \_\_\_ Parent or Guardian  
\_\_\_ Other: \_\_\_\_\_

Filing complaint alleging discrimination on the basis of: \_\_\_\_\_

Statement of complaint (include type of discrimination charged and the specific incident(s) in  
which it occurred): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of complainant

Date complaint filed: \_\_\_\_\_

\_\_\_\_\_  
Signature of person receiving complaint

Date received: \_\_\_\_\_

Approved: 05/04/98

ALTOONA BOARD OF EDUCATION  
PROPOSED Board Calendar for 2014/15

July 7	Regular Meeting
July 21	Regular Meeting
August 4	Regular Meeting
August 18	Regular Meeting
September 8 *	Regular Meeting
September 22 *	Regular Meeting
October 6	Regular Meeting
October 20	Regular Meeting
October 27	Annual Budget Hearing/Annual Meeting
November 3	Regular Meeting
November 17	Regular Meeting
December 1	Regular Meeting
December 15	Regular Meeting
January 5	Regular Meeting
January 19	Regular Meeting
February 2	Regular Meeting
February 16	Regular Meeting
March 2	Regular Meeting
March 16	Regular Meeting
April 6	Regular Meeting
April 20	Regular Meeting
May 4	Organizational Meeting/Regular Meeting
May 18	Regular Meeting
June 1	Regular Meeting
June 15	Regular Meeting

\* September meetings are scheduled for the 2nd and 4th Mondays of the month

Please Note: This calendar may be subject to change  
as necessary. Please check our website to  
confirm meeting dates, location, and time.





## School District of Altoona Food and Nutrition Department

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1903 Bartlett Avenue • Altoona, Wisconsin 54720

715-839-6056 • Fax 715-552-4482 • pehrhard@altoona.k12.wi.us

<http://www.altoona.k12.wi.us/foodservice> Altoona is an equal opportunity provider

*“On Track with Altoona Food Service”*

May 19, 2014

TO: Altoona School Board

RE: Altoona Foodservice request for approval for 14-15 school year

Bread Bid

Milk Bid

Meal price increase for all meals

Changes for next year

Bread bid:

Pan-O-Gold, Bimbo Bakeries, and International Brands were all contacted to bid. Pan-O-Gold and Bimbo Bakeries submitted bids. It is my recommendation that Bimbo Bakeries receive the bid as they meet all the criteria and had the lowest price per items.

Milk bid:

Kemps, Indianhead, and Dean Foods were contacted to bid. Dean Foods is the only one that submitted a bid. It is my recommendation for Dean Foods to receive the bid.

Meal price increase:

All School Food Authorities participating in the National School Lunch program are required to ensure that sufficient funds are provided to the nonprofit school food service account for lunches served to students not eligible for free or reduced price meals. The paid lunch equity calculations for Altoona is too increase all normal price meals by \$0.10 each. This will be for all student and adult meals. The price for reduced lunch meals will remain the same for students.

New lunch prices would be:

K-3 \$2.20

4-5 \$2.20

6-8 \$2.35

9-12 \$2.35

Adult \$3.30

Respectfully submitted

Peggy Ehrhard

Foodservice Supervisor

# Smart Snacks in School

## USDA's "All Foods Sold in Schools" Standards

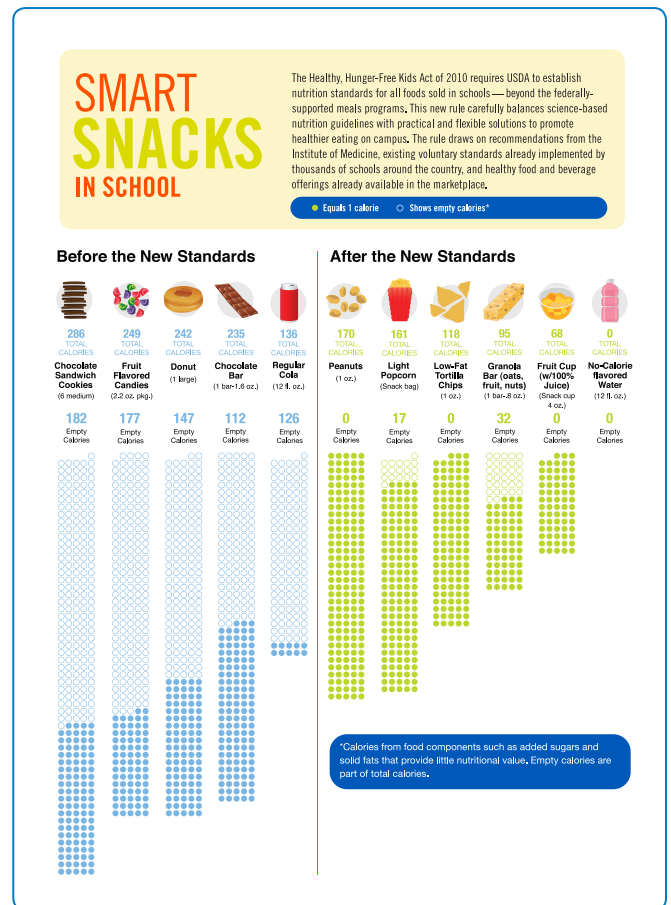
USDA recently published practical, science-based nutrition standards for snack foods and beverages sold to children at school during the school day. The standards, required by the Healthy, Hunger-Free Kids Act of 2010, will allow schools to offer healthier snack foods to children, while limiting junk food.

The health of today's school environment continues to improve. Students across the country are now offered healthier school lunches with more fruits, vegetables and whole grains. The *Smart Snacks in School* standards will build on those healthy advancements and ensure that kids are only offered tasty and nutritious foods during the school day.

*Smart Snacks in School* also support efforts by school food service staff, school administrators, teachers, parents and the school community, all working hard to instill healthy habits in students.

### Nutrition Standards for Foods

- **Any food sold in schools must:**
  - Be a "whole grain-rich" grain product; or
  - Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
  - Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or
  - Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber).\*
  
- **Foods must also meet several nutrient requirements:**
  - Calorie limits:
    - Snack items: ≤ 200 calories
    - Entrée items: ≤ 350 calories
  
  - Sodium limits:
    - Snack items: ≤ 230 mg\*\*
    - Entrée items: ≤ 480 mg
  
  - Fat limits:
    - Total fat: ≤35% of calories
    - Saturated fat: < 10% of calories
    - Trans fat: zero grams
  
  - Sugar limit:
    - ≤ 35% of weight from total sugars in foods



\*On July 1, 2016, foods may not qualify using the 10% DV criteria.

\*\*On July 1, 2016, snack items must contain ≤ 200 mg sodium per item

## Nutrition Standards for Beverages

- **All schools may sell:**
  - Plain water (with or without carbonation)
  - Unflavored low fat milk
  - Unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP
  - 100% fruit or vegetable juice and
  - 100% fruit or vegetable juice diluted with water (with or without carbonation), and no added sweeteners.
- **Elementary schools may sell up to 8-ounce portions, while middle schools and high schools may sell up to 12-ounce portions of milk and juice. There is no portion size limit for plain water.**
- **Beyond this, the standards allow additional "no calorie" and "lower calorie" beverage options for high school students.**
  - No more than 20-ounce portions of
  - Calorie-free, flavored water (with or without carbonation); and
  - Other flavored and/or carbonated beverages that are labeled to contain < 5 calories per 8 fluid ounces or ≤ 10 calories per 20 fluid ounces.
  - No more than 12-ounce portions of
  - Beverages with ≤ 40 calories per 8 fluid ounces, or ≤ 60 calories per 12 fluid ounces.

## Other Requirements

- **Fundraisers**
  - The sale of food items that meet nutrition requirements at fundraisers are not limited in any way under the standards.
  - The standards do not apply during non-school hours, on weekends and at off-campus fundraising events.
  - The standards provide a special exemption for infrequent fundraisers that do not meet the nutrition standards. State agencies may determine the frequency with which fundraising activities take place that allow the sale of food and beverage items that do not meet the nutrition standards.
- **Accompaniments**
  - Accompaniments such as cream cheese, salad dressing and butter must be included in the nutrient profile as part of the food item sold.
  - This helps control the amount of calories, fat, sugar and sodium added to foods by accompaniments, which can be significant.

## Public Comment

USDA is seeking comments on these standards. The formal 120-day comment period is open through October 28, 2013. We also want to continue to receive feedback during implementation of the standards, so that we are able to make any needed tweaks to the standards based on real-world experience. Feedback from students, parents, school food staff, school administrators, State agencies and other interested parties is critical to ensuring successful standards.

To find the standards online, simply go to <http://www.regulations.gov> and search by the docket number, which is FNS-2011-0019, or you may type in the name of the rule "Nutrition Standards for All Foods Sold in School".

**Comment Online:**  
<http://www.regulations.gov>

**Comment by Mail:**  
William Wagoner  
Section Chief, Policy and  
Program Development Branch  
Child Nutrition Division  
Food and Nutrition Service  
P.O. Box 66874  
St. Louis, MO 63166



# Open Enrollment Applicant Summary by Grade

For 2014/15 school year - April 30, 2014

Grade:	Non-Resident Applicants (In) 4/30/14:	Non-Resident Continuing Students Estimate (In):	Resident Applicants (Out) 4/30/14:	Resident Continuing Students Estimate (Out):
Early Childhood	0	0	0	0
K4	23	1	23 (22 students)	1
K	11	20	6 (5 students)	10
1	6	20	4 (3 students)	4
2	5	10	3	6
3	2	7	2	7
4	3	14	1	8
5	3	7	5 (3 students)	5
6	8	12	7 (4 students)	5
7	7	10	5 (3 students)	4
8	2	12	5	9
9	9	8	11 (8 students)	5
10	9	19	8 (6 students)	10
11	2	17	14 (11 students)	13
12	1	22	1	17
<b>TOTALS</b>	<b>91</b>	<b>179 (estimate)</b>	<b>95 (77 students)</b>	<b>104 (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 - 3 Bloomer - 2 Cadott - 3 Chippewa Falls - 9 Eau Claire - 65 Eleva Strum - 1 Fall Creek - 4 Mondovi - 3 Osseo-Fairchild - 1	13/14 : <u>104</u> 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 - 11 Augusta - 9 Chetek-Weyerhauser - 5 Chippewa Falls - 2 Eau Claire - 51 Fall Creek - 4 McFarland - 1 Merrill - 9 Waukesha - 3	13/14: <u>108 (86 students)</u> 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>

OE Nonresident Applicants (IN) - Space Worksheet

Grade	Spaces	Apps	- Dups	Actual Apps	- CY	- Sib	Adj Apps	Adj Space		Remaining Spaces
4K	19	23		23		3	20	-1	Draw for 19 Spaces	0
K	10	12	1	11	3	2	6	4	Accept all	4
1	10	8	2	6	3		3	7	Accept all	7
2	2	6	1	5	3		2	0	Accept all	0
3	12	2		2	1		1	11	Accept all	11
4	1	4	1	3	2	1	0	1	Accept all	1
5	9	4	1	3	2		1	8	Accept all	8
6	9	9	1	8	3		5	4	Accept all	4
7	16	8	1	7	3		4	12	Accept all	12
8	2	2		2	2		0	2	Accept all	2
9	19	9		9	2	3	4	15	Accept all	15
10	3	9		9	3	1	5	-2	Draw for 3 Spaces	0
11	5	3	1	2	2		0	5	Accept all	5
12	25	<u>2</u>	<u>1</u>	<u>1</u>			1	24	Accept all	24
		101	10	91	29	10	52			

Fd	T	Loc	Obj	Func	Func	2013-14	2013-14	2013-14	Unexpended
						Original Budget	Revised Budget	FY Activity	Balance
10	E	---	---	11	UNDIFF CURRICULUM	3,593,513.00	3,593,513.00	2,761,405.02	832,107.98
10	E	---	---	12	REGULAR CURRICULUM	4,055,209.00	4,055,209.00	3,042,744.23	1,012,464.77
10	E	---	---	13	VOCATIONAL CURRICULUM	378,473.00	378,473.00	285,825.28	92,647.72
10	E	---	---	14	PHYSICAL CURRICULUM	386,062.00	386,062.00	299,216.92	86,845.08
10	E	---	---	16	CO-CURRICULAR ACTIVITIES	214,586.00	214,586.00	211,912.17	2,673.83
10	E	---	---	17	SPECIAL NEEDS	95,032.00	95,032.00	68,127.24	26,904.76
10	E	---	---	21	PUPIL SERVICES	500,242.00	500,242.00	423,024.46	77,217.54
10	E	---	---	22	INSTRUCTIONAL STAFF SERVICES	995,936.00	995,936.00	776,860.93	219,075.07
10	E	---	---	23	GENERAL ADMINISTRATION	380,334.00	380,334.00	345,904.77	34,429.23
10	E	---	---	24	SCHOOL BUILDING ADMINISTRATION	752,362.00	752,362.00	621,820.28	130,541.72
10	E	---	---	25	BUSINESS ADMINISTRATION	2,703,169.00	2,703,169.00	2,382,392.41	320,776.59
10	E	---	---	26	CENTRAL SERVICES	71,680.00	71,680.00	62,209.49	9,470.51
10	E	---	---	27	INSURANCE/DISTRICT	161,750.00	161,750.00	148,028.84	13,721.16
10	E	---	---	28	DEBT SERVICES - SHORT TERM	68,300.00	68,300.00	-2,295.06	70,595.06
10	E	---	---	29	OTHER SUPPORT SERVICES	22,914.00	22,914.00	22,551.40	362.60
10	E	---	---	41	INTERFUND TRANSFERS	1,380,949.00	1,380,949.00		1,380,949.00
10	E	---	---	43	GENERAL TUITION PAYMENTS	1,120,978.00	1,120,978.00	306,575.00	814,403.00
10	E	---	---	49	OTHER NON-PROGRAM TRANSACTIONS			912.49	-912.49
10	-	---	---	----	GENERAL	16,881,489.00	16,881,489.00	11,757,215.87	5,124,273.13
21	E	---	---	11	UNDIFF CURRICULUM	275.00	2,275.00	1,355.20	919.80
21	E	---	---	12	REGULAR CURRICULUM	1,217.00	4,635.00	1,811.68	2,823.32
21	E	---	---	16	CO-CURRICULAR ACTIVITIES	210.00	210.00	1,753.11	-1,543.11
21	E	---	---	21	PUPIL SERVICES	7,790.00	7,790.00	5,837.54	1,952.46
21	E	---	---	22	INSTRUCTIONAL STAFF SERVICES	2,101.00	2,101.00	2,145.00	-44.00
21	E	---	---	26	CENTRAL SERVICES	268.00	268.00		268.00
21	-	---	---	-----	SPECIAL REVENUE TRUST FUND	11,861.00	17,279.00	12,902.53	4,376.47
27	E	---	---	15	SPECIAL ED CURRICULUM	1,998,983.00	1,998,983.00	1,461,659.07	537,323.93
27	E	---	---	21	PUPIL SERVICES	255,223.00	255,223.00	254,799.84	423.16
27	E	---	---	22	INSTRUCTIONAL STAFF SERVICES	145,865.00	145,865.00	95,245.29	50,619.71
27	E	---	---	25	BUSINESS ADMINISTRATION	59,826.00	59,826.00	51,570.92	8,255.08
27	E	---	---	43	GENERAL TUITION PAYMENTS	80,138.00	80,138.00	71,974.90	8,163.10
27	-	---	---	-----	SPECIAL EDUCATION FUND	2,540,035.00	2,540,035.00	1,935,250.02	604,784.98
39	E	---	---	28	DEBT SERVICES - SHORT TERM	279,991.00	279,991.00	279,992.50	-1.50
39	-	---	---	-----	REFERENDUM APPROVED DEBT SERV	279,991.00	279,991.00	279,992.50	-1.50
50	E	---	---	25	BUSINESS ADMINISTRATION	605,623.00	605,623.00	512,586.06	93,036.94
50	E	---	---	27	INSURANCE/DISTRICT	12,100.00	12,100.00	3,400.00	8,700.00
50	-	---	---	-----	FOOD SERVICE	617,723.00	617,723.00	515,986.06	101,736.94
73	E	---	---	42	Fiduciary Fund Expenditures	250,000.00	250,000.00		250,000.00
73	-	---	---	-----	Employee Benefit Trust Fund	250,000.00	250,000.00		250,000.00
80	E	---	---	12	REGULAR CURRICULUM	690.00	690.00	190.00	500.00
80	E	---	---	16	CO-CURRICULAR ACTIVITIES	45,149.00	45,149.00	38,312.59	6,836.41
80	E	---	---	25	BUSINESS ADMINISTRATION	3,406.00	3,406.00	1,580.19	1,825.81
80	E	---	---	31	COMMUNITY SERVICE	13,452.00	13,452.00	6,018.40	7,433.60
80	-	---	---	-----	COMMUNITY SERVICE	62,697.00	62,697.00	46,101.18	16,595.82
Grand Expense Tota						20,643,796.00	20,649,214.00	14,547,448.16	6,101,765.84

Number of Accounts: 1840

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

Fd	T	Loc	Obj	Fu	Src	2013-14	2013-14	2013-14	Unexpended
						Original Budget	Revised Budget	FY Activity	Balance
10	R	800	21-	--	TAXES	4,670,549.00	4,676,866.00	3,163,620.77	1,513,245.23
10	R	800	26-	--	NON-CAPITAL SALES	200.00	200.00	2,439.77	-2,239.77
10	R	800	27-	--	SCHOOL ACTIVITY-INCOME	29,290.00	29,290.00	34,432.85	-5,142.85
10	R	800	28-	--	INTEREST ON INVESTMENT	1,500.00	1,500.00	1,924.32	-424.32
10	R	800	29-	--	OTHER REVENUES-LOCAL SOURCES	99,230.00	99,230.00	109,072.15	-9,842.15
10	R	800	34-	--	GRANTS-OTHER SCHOOL DISTRICTS	1,000,000.00	1,000,000.00		1,000,000.00
10	R	800	51-	--	TRANSIT OF AIDS-INTERMED SRCES	45,500.00	45,500.00		45,500.00
10	R	800	58-	--	MEDICAL SERVICE REIMBURSEMENTS			38,337.00	-38,337.00
10	R	800	61-	--	STATE AID-CATEGORICAL	166,000.00	166,000.00	191,049.00	-25,049.00
10	R	800	62-	--	STATE AID-GENERAL	10,560,222.00	10,560,222.00	6,740,981.00	3,819,241.00
10	R	800	65-	--	SAGE GRANT	400,000.00	400,000.00	325,712.16	74,287.84
10	R	800	69-	--	OTHER REVENUE - STATE SOURCES	14,249.00	14,267.00		14,267.00
10	R	800	73-	--	SPECIAL PROJECTS GRANTS	63,060.00	63,060.00		63,060.00
10	R	800	75-	--	TITLE I	333,257.00	333,257.00	166,495.52	166,761.48
10	R	800	96-	--	ADJUSTMENTS	12,000.00	12,000.00	20,314.00	-8,314.00
10	R	800	97-	--	REFUND OF DISBURSEMENT	10,000.00	10,000.00	12,696.91	-2,696.91
10	R	800	99-	--	Other Miscellaneous Revenue	500.00	500.00	250.00	250.00
10	R	---	---	--	Revenue	17,405,557.00	17,411,892.00	10,807,325.45	6,604,566.55
10	-	---	---	--	GENERAL	17,405,557.00	17,411,892.00	10,807,325.45	6,604,566.55
21	R	200	29-	--	OTHER REVENUES-LOCAL SOURCES			1,510.00	-1,510.00
21	R	400	29-	--	OTHER REVENUES-LOCAL SOURCES			3,500.00	-3,500.00
21	R	800	29-	--	OTHER REVENUES-LOCAL SOURCES			9,025.47	-9,025.47
21	R	---	---	--	Revenue			14,035.47	-14,035.47
21	-	---	---	--	SPECIAL REVENUE TRUST FUND			14,035.47	-14,035.47
27	R	800	11-	--	OPERATING TRANSFERS-IN	1,380,949.00	1,380,949.00		1,380,949.00
27	R	800	34-	--	GRANTS-OTHER SCHOOL DISTRICTS	37,650.00	37,650.00	21,260.96	16,389.04
27	R	800	51-	--	TRANSIT OF AIDS-INTERMED SRCES	110,000.00	110,000.00	52,677.00	57,323.00
27	R	800	58-	--	MEDICAL SERVICE REIMBURSEMENTS	84,334.00	84,334.00	72,996.54	11,337.46
27	R	800	61-	--	STATE AID-CATEGORICAL	460,000.00	460,000.00	346,727.00	113,273.00
27	R	800	73-	--	SPECIAL PROJECTS GRANTS	467,102.00	467,102.00	150,840.45	316,261.55
27	R	---	---	--	Revenue	2,540,035.00	2,540,035.00	644,501.95	1,895,533.05
27	-	---	---	--	SPECIAL EDUCATION FUND	2,540,035.00	2,540,035.00	644,501.95	1,895,533.05
39	R	800	21-	--	TAXES	299,200.00	299,200.00	299,200.00	
39	R	800	28-	--	INTEREST ON INVESTMENT			66.06	-66.06
39	R	---	---	--	Revenue	299,200.00	299,200.00	299,266.06	-66.06
39	-	---	---	--	REFERENDUM APPROVED DEBT SERV	299,200.00	299,200.00	299,266.06	-66.06
50	R	800	25-	--	FOOD SERVICE SALES	270,800.00	270,800.00	254,274.07	16,525.93
50	R	800	28-	--	INTEREST ON INVESTMENT	180.00	180.00		180.00
50	R	800	61-	--	STATE AID-CATEGORICAL	17,000.00	17,000.00	16,556.50	443.50
50	R	800	71-	--	FEDERAL AID-CATEGORICAL	328,000.00	328,000.00	214,263.70	113,736.30
50	R	800	73-	--	SPECIAL PROJECTS GRANTS	2,000.00	2,000.00		2,000.00
50	R	---	---	--	Revenue	617,980.00	617,980.00	485,094.27	132,885.73
50	-	---	---	--	FOOD SERVICE	617,980.00	617,980.00	485,094.27	132,885.73
73	R	800	28-	--	INTEREST ON INVESTMENT	1,000.00	1,000.00	1,337.54	-337.54
73	R	800	95-	--	Contributions to Emp Benefits	250,000.00	250,000.00	608,970.00	-358,970.00
73	R	---	---	--	Revenue	251,000.00	251,000.00	610,307.54	-359,307.54
73	-	---	---	--	Employee Benefit Trust Fund	251,000.00	251,000.00	610,307.54	-359,307.54
80	R	800	21-	--	TAXES	50,000.00	80,000.00	80,000.00	
80	R	---	---	--	Revenue	50,000.00	80,000.00	80,000.00	
80	-	---	---	--	COMMUNITY SERVICE	50,000.00	80,000.00	80,000.00	

Fd	T	Loc	Obj	Fu	Src	2013-14 Original Budget	2013-14 Revised Budget	2013-14 FY Activity	Unexpended Balance
Grand	Revenue	T				21,163,772.00	21,200,107.00	12,940,530.74	8,259,576.26

Number of Accounts: 67

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



April 30, 2014

Connie Biedron  
District Administrator  
Altoona School District  
1903 Bartlett Ave  
Altoona WI 54720-1799

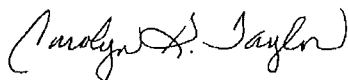
Dear Dr. Biedron:

The Department of Public Instruction recently completed external and internal reviews of the 21<sup>st</sup> Century Community Learning Centers (CLC) grant applications. Unfortunately, due to the limited amount of funding available, the large number of proposals submitted, and the priorities for funding established in the law, we are unable to fund your project(s) at this time. The following is/are your submitted proposal(s) that have not been approved.

<u>Center</u>	<u>Status</u>	<u>Funding Amount</u>
Altoona Middle	Not Funded	0

We invite you to submit another proposal for the CLC program during the next competitive grant cycle. If you have questions, please feel free to contact Gary Sumnicht at [gary.sumnicht@dpi.wi.gov](mailto:gary.sumnicht@dpi.wi.gov), 608-267-5078, or Alison Wineberg at [alison.wineberg@dpi.wi.gov](mailto:alison.wineberg@dpi.wi.gov), 608-267-3751.

Sincerely,



Carolyn Stanford Taylor  
Assistant State Superintendent  
Division for Learning Support

CST:afw

# WASDA 2014 ANNUAL EDUCATIONAL CONFERENCE PROGRAM

## “*SUCCESSFUL COMMUNICATION & COMMUNITY ENGAGEMENT STRATEGIES*”

WEDNESDAY, MAY 7

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

1:00 p.m. SECTIONALS  
2:00 p.m.

1. **Transforming Math With Digital: Build Conceptual Understanding through Real-World Application**  
*Lawrence*

A comprehensive breakthrough digital program that fundamentally changes the way students and teachers experience math. Participants will learn all about the Discovery Education Math Techbook™ Promise. Make math exciting for all students by helping them discover solutions to problems worth solving. Provide real-time data to differentiate instruction and motivate students while easing teachers' transition to digital resources with a comprehensive, all-in-one design. Math Techbook's continuous data and 24/7 access promotes communication of student performance both within the school and at home. Our Techbook Community Nights engage the parents and community in building awareness around the transition to a fully-digital Math tool/curriculum. Custom built for the Common Core, the Math Techbook covers the following courses: 6th, 7th, and 8th grade Math, Algebra I, Geometry, and Algebra II. Don't miss this opportunity to preview the future of math instruction.

*Presenter: Michael Haggart, Discovery Education*

2. **All Aboard! How to Get Your Board on Board! - *Salon D***

Have you had that particularly difficult board member that has made it challenge to get the ball rolling toward your long term facility plan and eventually a referendum? Do you recognize board members like "Difficult Dan" or "Stick in the Mud Sarah" or "Know it All Al"? Whether it's a long term facility master plan or modest short term referendum, the first and most important step is to get your board on board and pointed in the same direction. Believe it or not, despite the differences these difficult characters may have with you or other board members, a facility process can unite the group. There are some myths and misconceptions about how to get a facility plan drafted, approved and implemented through a referendum. With an outstanding record of successful referendums (above 75% of the time), the planning team from CG Schmidt and various districts share their approaches to dealing with complicated board dynamics and getting elected officials to understand basic planning and referendum constraints. Engaging your board for a long term process that ends with a sprint toward the finish line takes skillful preparation, patience and politics. Each district has different personalities, histories, goals and physical needs. No single approach will work, but if you don't have a board united toward your goal, nothing worthwhile can get done.

*Presenters: Dr. Deb Kerr, District Administrator, School District of Brown Deer; Dan Davis, PE, Senior Vice President, CG Schmidt; Sarah Dunn Carpenter, Community Engagement Expert, CG Schmidt; Joe Schmidt, PE, LEED AP, Preconstruction Manager, CG Schmidt; and Kevin Kennedy, School Board President, Cedarburg School District*

3. **Fostering Engagement With Educational Apps - *Great Hall***

As iPads enter the classroom, they bring with them an unprecedented number of educational resources. While the vast options can often be overwhelming for educators, building the foundation for a solid iPad learning model can lead districts to increased student engagement and achievement. Join this session to learn how eSpark Learning is helping administrators augment traditional classroom instruction with a personalized, engaging learning experience on the iPad while granting educators and parents direct visibility into student progress and sentiment through a comprehensive online dashboard.

*Presenter: Margaret Cook, eSpark Learning*

4. **Safe Collaboration With Parents and Volunteers Using Visitor Management - *Rosewood/Linden***

Learn why more than 10,000 US schools use Raptor Visitor Management to screen and monitor visitors coming to their buildings. In addition to identifying visitors who may pose risk to your campuses, Raptor helps districts manage approved volunteer lists, including hours volunteered and specific event participation. School leaders find that Raptor Visitor Management earns positive feedback from families and the community by keeping schools safer and by helping schools track and recognize volunteer efforts.

*Presenter: Erin Cummings, Regional Sales Manager, Raptor Technologies, LLC*

5. **Communicating the Value of Technology in Your District - *Salon C***

Technology in your school district is a must, but before you can communicate its value in the learning environment, you must understand how to measure your return on technology investment. Join Steve Garton as he discusses methods of objectively measuring and communicating the way district teachers are integrating technology into the curriculum.

*Presenter: Steve Garton, Director, Education and Innovation, VARtek Services, Inc.*

2:00 p.m. **BREAK - *Sponsored by Delta Dental***

2:15 p.m. **SECTIONALS**

3:15 p.m.

1. **Healthy Schools Benefit the Entire Community - *Lawrence***

Did you know that chronic diseases and medical conditions are the leading cause of death and disability in the country? Unfortunately, not only students and staff, but the entire community feels the effects of these chronic health issues through increased absenteeism, widening student achievement gaps and exploding health care costs. In this presentation, we offer suggestions and solutions for lessening the occurrence of chronic diseases and fostering a healthy community through wellness programs and proper utilization of partner resources.

*Presenters: Kevin Clougherty, Sr. Account Executive, and Cindy Van Asten, Sr. Account Executive, M3 Insurance*

2. **The Three Rs of Financial Education: Recruitment, Retention, Retirement - *Great Hall***

Sixty-five percent of employers say employees are less productive at work when worried about personal financial issues. Additionally, studies show that financial stress can cause physical stress and illness resulting in increased absenteeism and diminished performance. **Why should you care?** Because communicating with your employees about how they can gain control over their own financial security can be a driver for recruiting and retaining a loyal, productive, and engaged staff. But, how do you do this with limited budget and staff resources? In this presentation, you'll learn how WEA Trust Member Benefits is uniquely qualified to provide the financial education public school employees need to make sound financial decisions, as well as assist you with staff communication about other valuable employee benefits—at no cost. We will also discuss how to communicate effectively with staff of different generations—from Baby Boomers to Millennials. If you're not convinced that your staff will benefit from what Member Benefits provides, sign-up for an individual financial consultation at the presentation to find out for yourself.

*Presenter: Michelle Slawny, Worksite Benefit Consultant, WEA Trust Member Benefits*

3. **Improving Student Achievement and Community Communications Through Social Media and Classroom Initiatives - *Salon C***

1-to-1, Twitter, Facebook, Student Achievement, District-to-Community perception. More than ever communication of information and precise metrics in the classroom are needed to help students succeed. As district empowerment and student achievement specialists, Skyward understands the impact of social media, advancing technologies and community perception. Student achievement and district success takes place not only in the classroom, but throughout the district and its community. What does this mean for your schools and students? Come visit with one of our K-12 specialists to learn more about what school districts can do with social media, classroom initiatives and the right information.

***Presenter: Erik Miller, Territory Manager, Skyward***

4. **The Changing Landscape of Health Benefits - *Rosewood/Linden***

The Affordable Care Act has set off a flurry of changes in the health benefit industry. While the focus to this point has been on individual and family plans available on the Federal Exchanges, the focus is likely to shift over the next few years to the business side. As health benefit pricing becomes more transparent, both at the individual level and at the business level, Superintendents may face more questions both from staff and from board and community members on why their district's plan is "different" than what community members have access to and are purchasing. This session is geared toward explaining how the Affordable Care Act has affected the individual market, how it is likely to impact the business market, and what public and private exchanges may mean for how health benefits are delivered in the future.

***Presenters: Ginger Wolf, Director of Sales, & Amir Zaman, Director of Marketing, Security Health Plan***

5. **Keeping it Real -- How to Take the Complexity Out of Financial Communication - *Salon D***

There is no doubt, that Wisconsin school finance is not necessarily everyone's favorite topic. Not to mention municipal borrowing, interest rate trends and macroeconomic commentary. These are, however, incredibly important topics and there is often a need to communicate this type of information to your board, staff and community. In this session, we will discuss some approaches we have used in communicating complex financial information. We will provide insight on how simple illustrations, charts, and graphs can convey a school district's long range financial plan, the impact of a referendum (facilities or revenue limit), or an energy efficiency financing. We will also discuss how to break down the critical elements of Wisconsin school finance in an effort to educate a myriad of stakeholders, from taxpayers to new board members.

***Presenters: Michele Wiberg, PMA Securities, Inc.; Scott Gralla, PMA Financial Network; and Dean Gorrell, Supt., Verona Area School District (invited)***

3:15 p.m. **BREAK - *Sponsored by Delta Dental***

3:30 p.m. **SECTIONALS**

4:30 p.m.

1. **Three Keys to Successful Capital Project Planning: Where Am I Going and How Do I Get There? *Great Hall***

Schools across the country are grappling with tight budgets in the midst of the need for rapid adoption of evolving technologies. At the same time, existing facility infrastructure is reaching the end of its useful life, is expensive to maintain, and falls short of environmental experience and impact goals and expectations. The importance of making functionally-driven decisions based on a unique approach that connects people, process and technology is critical. Current examples suggest the importance of implementing an effective planning structure that immerses staff, directors, Board and community into a successful process. From a perspective that recognizes that "buildings are not strategies," Tim Prince will present detailed examples of the Three Keys to Successful Capital Planning.

***Presenter: Tim Prince, MHA, FACHE, Senior Advisor, Strategic Project Alignment, JH Findorff & Son Inc.***

2. **How You Can Leverage Social Media to Engage Your School Community - *Salon C***  
 Two social media natives and professional experts from WEA Trust will show you how social media outlets like Facebook can transform engagement in your school district. You'll not only learn best practices, but also leave the room with easy-to-implement strategies for effectively communicating on social media platforms. Be inspired to action after hearing social media success stories and local case studies.  
*Presenters: Dan Rose and Mel Grau, Marketing Coordinators, WEA Trust*
3. **3 to 1: The Anatomy of a Successful Referendum - *Salon D***  
 Most district administrators will need to lead a facilities referendum at some point in their careers. But if that opportunity hasn't presented itself yet, or it's been several years since the last one, you may have many questions. How do we begin? What does the process entail? What steps need to be taken, and have they changed from years past? Join us as we examine last year's highly successful Berlin Area School District referendum. Hear from three of the key participants—highlighted by Berlin's superintendent Bob Eidahl—as they share their experience and answer your questions. They will break down their process, including how they accomplished two critical factors—engaging the community in the master planning effort and effectively communicating to residents the needs, solutions, and cost impact. You won't want to miss this case study on how to position your referendum for success.  
*Presenters: Bob Eidahl, Ed.D., Superintendent, Berlin Area School District; Catherine Cruickshank, Hoffman Planning, Design & Construction, Inc.; and Kristen Paquet, Leonard & Finco Public Relations*
4. **Engaging The District Community Through Meaningful After-School Enrichment Programs *Rosewood/Linden***  
 In this workshop, Dr. Mark Rothschild will discuss how using leading-edge after school enrichment programs not only earns money for your district, but engages students, parents and community members by letting the schools serve as community hubs for extra-curricular enrichment.  
*Presenter: Dr. Mark Rothschild, Right at School*
5. **Maximizing Stakeholder Relationships: Can Business “School” Education? - *Lawrence***  
 Building a strong sense of community and driving a community culture that supports high student achievement is central to PK-12 education success. In business, the influence of all stakeholder groups on the values, beliefs, policies, decisions and management of organizations has increased significantly over the past two decades, and business has sought to build a similar sense of community among stakeholders. This presentation examines the factors driving stakeholder power and the steps that business organizations have taken to manage what are becoming increasingly complex relationships and communication patterns, both between groups and the business organization, and between the groups themselves. The main theme is how approaches from business might be put to use in prioritizing the challenges, and fostering the balance and integration of communication among and between community groups and PK-12 educational institutions to help support their mission and goals.  
*Presenter: Kathy Faggiani, Program Director, MBA in Education Leadership; and Patricia Neudecker, Education Director, Woodrow Wilson MBA Fellowship in Education Leadership, Milwaukee School of Engineering*
- 5:30 p.m. **PRESIDENT'S WELCOME RECEPTION - *Salon CD***  
*Hors d'oeuvres sponsored by CG Schmidt, Inc.*
- 6:30 p.m. **RECOGNITION BANQUET - *Salon AB***
- 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 2014 Retirees

## THURSDAY, MAY 8

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

7:00 a.m. NETWORKING BREAKFAST - *Salon A*  
*Sponsored by Nexus Solutions & WEA Trust*

7:30 a.m. WASDA ANNUAL MEETING - *Salon A*  
-8:00 a.m.

8:15 a.m. OPENING GENERAL SESSION - *Salon B*  
Session Chair - President Dave Polashek  
Welcome to Appleton - Lee Allinger, Supt., Appleton  
Presentation of WASDA Bert Grover Child Advocacy Award

8:30 a.m. GENERAL SESSION - *Salon B*

### **The Connected Superintendent-Telling the Story of Your School to the World**



When is the last time something amazing happened in your school? How many people knew about it? The work done in schools all across the globe is spectacular. Kids gather...learn...leave...and make the world we live in a better place. So...amazing things happen all the time. The issue is the stories about schools are being told by people who have no affiliation with schools. The idea of branding schools isn't about selling kids or making false promises...it's about promoting the amazing things happening for those not experiencing them on a daily basis. Telling the story of schools helps create a narrative that builds culture and gives everyone in your community an identity. Utilizing social media and being the chief storyteller in your district is a great way to celebrate the success of students with parents and the community.

*Presenter: Joe Sanfelippo, Superintendent and Elementary Principal, Fall Creek School District*

9:30 a.m. BREAK - *Sponsored by Delta Dental*

9:45 a.m. SECTIONALS

10:45 a.m.

### **1. Using Data to Build Community Connections - *Rosewood/Linden***

Data has become the centerpiece in the education discussion. It often seems that data is used to set the state and national reform agenda, to hold schools and districts accountable and even to compare and criticize public schools in international comparisons. But data can also be an incredibly valuable tool that empowers and supports leaders in responding to unique local needs and goals. With data leaders can better design intervention and accountability systems tailored to achieve measurable goals. With data leaders can strategically deploy scarce local assets in the most cost effective manner. Data fosters a new level of transparency, and provides a focal point for meaningful community discussion and dialogue. Data can strengthen the connection between the district and community. Education leaders need to embrace the power of data.

*Presenters - Kris Gilmore, Supt., D.C. Everest; Mark Hansen, Supt., Elmbrook; Dave Gundlach, Deputy Supt., Oshkosh; and Mary Bowen-Eggebraaten, Supt., Hudson*

2. **Getting to YES – Part I: Referenda Strategies to Exceed the Revenue Limit - *Salon C***  
Engaging your community in order to secure additional revenue to maintain programs and services is a challenge. Different strategies, timelines and approaches are necessary. Join Bill Foster of School Perceptions, Kit Dailey of Eppstein Uhen Architects, and Michelle Jensen, Superintendent of the Deerfield School District as they share strategies to successfully exceed the revenue limit.  
***Presenters: Bill Foster, School Perceptions; Kit Dailey, Eppstein Uhen Architects; and Michelle Jensen, Superintendent, Deerfield School District***
  
3. **Creating and Sustaining an Engaged Workforce - *Great Hall***  
Employee engagement is an emotional involvement in one's work and one's organization. The research is clear: the more employees are engaged, the more likely they are to display discretionary effort (go above and beyond), stay with the organization, and effectively adapt to changing conditions. Engaged employees are not "satisfied," they are energized, passionate, resilient, committed to the success of the organization, and believe that they impact that success. Unfortunately, the research also shows that on average, only one-quarter of employees in organizations are highly engaged. How engaged is your staff in their work and with your district . . . and how do you know? This session will identify the more significant factors and leadership opportunities for creating a more engaged workforce with the aim of sustaining a district-wide culture of engagement.  
***Presenter: Drew Howick, National Practice Director for Leadership and Organizational Development, Patina Solutions***
  
4. **Borrowing from the Best: Increase Your Communication Efforts by Using and Sharing What Already Exists - *Briarwood/Ebony***  
Creating a unified voice around important topics in public education is beneficial for all school districts. However, not all districts have the same resources. Those of us with a primary role of school communications understand the value of sharing our work with our colleagues. We believe in borrowing from the best, especially when it helps to create a unified voice among districts around the state. Learn how you can tap the resources that already exist and increase your district's communication efforts without breaking your budget. Plus, see what other districts are doing and how you can use their work as inspiration! (You'll also receive some great samples!)  
***Presenter: Sarah Heck, Communications Specialist, Sun Prairie Area School District and Vice President of WSPRA***
  
5. **Master Planning With Purpose - *Lawrence***  
A Master Plan is a strategic, long-term facilities plan to guide communities and districts with purpose. The process of master planning opens the door for meaningful conversations with school board, staff and community members and leverages opportunity to align goals for student achievement with the capabilities of facilities and grounds. Participants will develop a deeper understanding of the potential for the plan and the process to move District goals and initiatives forward. Learn about the components of a Master Plan as a practical guide to maintaining, sustaining and creating educational environments that can support transformation in teaching and learning; effective engagement strategies; and the leadership required to get the job done.  
***Presenters: Eric Dufek, K12 Market Leader/Architect, Eppstein Uhen Architects; Jill Huskisson, Public Outreach Specialist, Eppstein Uhen Architects; Craig Uhlenbrauck, Vice President, Education and Commercial, Miron Construction, and Barb Sramek, Superintendent, Marshall***

10:45 a.m.    **BREAK - *Sponsored by Delta Dental***

11:00 a.m. SECTIONALS

12:00 p.m.

1. **Getting to YES – Part II: Referenda Strategies for Facilities Projects - *Salon C***

Engaging stakeholders in a meaningful way and communicating your needs effectively is critical to passing referenda. While every district is unique, Bill Foster of School Perceptions, Kit Dailey of Eppstein Uhen Architects, and Dean Sanders, Superintendent of the Lake Mills School District will share their insights into a proven process to successfully position your capital referenda.

*Presenters: Bill Foster, School Perceptions; Kit Dailey, Eppstein Uhen Architects; and Dean Sanders, Superintendent, Lake Mills School District*

2. **Creating and Sustaining an Engaged Workforce - *Great Hall***

Employee engagement is an emotional involvement in one's work and one's organization. The research is clear: the more employees are engaged, the more likely they are to display discretionary effort (go above and beyond), stay with the organization, and effectively adapt to changing conditions. Engaged employees are not "satisfied," they are energized, passionate, resilient, committed to the success of the organization, and believe that they impact that success. Unfortunately, the research also shows that on average, only one-quarter of employees in organizations are highly engaged. How engaged is your staff in their work and with your district . . . and how do you know? This session will identify the more significant factors and leadership opportunities for creating a more engaged workforce with the aim of sustaining a district-wide culture of engagement.

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*Presenter: Sarah Heck, Communications Specialist, Sun Prairie Area School District and Vice President of WSPRA*

4. **The Benefits of an NSPRA Communications Audit - *Rosewood/Linden***

Learn how an audit from the National School Public Relations Association, the premier provider of school communication audits in North America, will help your school district make the most of your communication dollar by assessing the effectiveness of current communication strategies. That assessment will include identifying strengths, weaknesses, and communication "gaps" through an individualized process recommending proven, cost-effective tactics for achieving your communication goals. The audit process will help in many areas including establishing a baseline to evaluate the effectiveness and progress of your communication program, determining the specific information needs of internal and external audiences, and providing recommendations for improving and expanding your overall communication, marketing and engagement efforts.

*Presenter: Brett Clark, APR, Executive Director of Communications and Strategic Planning, Glenview School District 34, Glenview, IL, and North Central Region Vice President, NSPRA*



5. **Communicating Key Budget Variables - *Lawrence***

Residents are now, more than ever, aware of school finance. Revenue limits, equalization aid, the tax levy and other budget variables can be difficult to understand, let alone explain. This session will explore how these critical variables interrelate and will provide strategies and tools to communicate these items to a variety of district stakeholders.

***Presenters: Mike Clark and Debby Schufletowski , Robert W. Baird Co.; and Dennis Birr, Superintendent, New Lisbon School District***

12:00 p.m. **WASDA NOON LUNCHEON - *Salon A***

Presentations by President Dave Polashek and candidate for President-elect, Deb Kerr, Supt., Brown Deer



***Dave Polashek, Supt., Oconto Falls  
WASDA President  
2013-2014***



***Deb Kerr, Supt., Brown Deer  
WASDA Board Candidate  
for President-elect, 2014-2015***

1:30 p.m. **BREAK - *Sponsored by Delta Dental***

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

2:45 p.m.

1. **Key Communications Messaging: Turn Your District into a Brand Name - *Great Hall***

Every school district has a unique story, and knowing that story and how to communicate it is critical to your district's success. In this session, you will learn how to create your district's story – its messages – with the buy-in from staff, parents, and board members. You will also learn how to embed that story in your various communications efforts so that it becomes self-perpetuating.

***Presenter: Joe Donovan, President, Donovan Group***

2. **Key Communicator Networks: A Powerful Tool for Two-Way Communication - *Lawrence***

A key communicator network can be a powerful tool for school district leaders to establish solid two-way communication with their internal and/or external stakeholders. Research shows that people believe their friends and neighbors more than they believe the media or publications. Establishing a network of trusted informal and formal opinion leaders can help school officials get accurate information out to staff and community, correct misinformation, and intercept potentially harmful rumors. They can be a valuable source of input for staff and school board members on key initiatives and programs. And it costs very little to set up and maintain. Learn how to develop a successful key communicator network in your school district.

***Presenter: Debbie Brewster, Coordinator of School/Community Relations, DeForest Area School District***

3. **Engaging the Education “Family” to Influence Elected Officials: A Presentation/Discussion on How to Effectively Bring Together Education Stakeholders to Make the Case for Public Education**

***Salon C***

The presenters will share their experiences in organizing and publicizing “back-home” meetings and school tours with key elected officials (state and federal) to highlight challenges and successes in public schools and make the case for greater support. These meetings and tours have included a broad cross-section of education stakeholders, including superintendents, administrators, school board members, teachers, education support professionals, parents, local business people, community leaders, and students. One meeting even included the State Superintendent of Public Instruction. Gail serves as the lead organizer of the meetings, working with local stakeholders to identify those who would best make the case for the schools and the policy initiatives being advocated. She attends some of the meetings. Jack attends the meetings with a photographer. He then puts together mailings summarizing and highlighting the events. When desired, WEAC/NEA makes sure the discussions are highlighted in the local media through press releases and other contacts. They are also highlighted through web sites and social media. The presenters will share examples of the mailings that are sent after the meetings. They will discuss some of the policy initiatives that have been discussed in the meetings and how the elected officials may have been influenced. Participants will be encouraged to share their reactions and thoughts, as well as their own experiences and opinions. Participants will leave the discussion with a better understanding of how to organize meetings/tours in ways that will positively influence key elected officials.

***Presenters: Gail Gonzales, National Education Association; Jack O’Meara, O’Meara Public Affairs LLC; and Jeff Kasuboski, Superintendent, Wautoma Area School District***

4. **The Benefits of an NSPRA Communications Audit - *Rosewood/Linden***

Learn how an audit from the National School Public Relations Association, the premier provider of school communication audits in North America, will help your school district make the most of your communication dollar by assessing the effectiveness of current communication strategies. That assessment will include identifying strengths, weaknesses, and communication "gaps" through an individualized process recommending proven, cost-effective tactics for achieving your communication goals. The audit process will help in many areas including establishing a baseline to evaluate the effectiveness and progress of your communication program, determining the specific information needs of internal and external audiences, and providing recommendations for improving and expanding your overall communication, marketing and engagement efforts.

***Presenter: Brett Clark, APR, Executive Director of Communications and Strategic Planning, Glenview School District 34, Glenview, IL, and North Central Region Vice President, NSPRA***

5. **Communicating for Student Success - *Briarwood/Ebony***

What does communication have to do with student success? How do you link the two together and assess whether it’s making a difference? This session will show you how to engage communities through powerful communication and link it to higher student achievement. In public education today, communication is not a luxury or “other duties as assigned.” It’s essential. School districts are large operations that need to leverage technology for efficiency while building support through personal relationships. Whether you want to increase volunteers and family involvement, compete for student enrollment, recruit and retain staff or build support for positive change, it all comes back to communication. This is a challenge in state where 87% of the districts do not have a full-time communications professional. Many districts mostly communicate with communities and media in a reactive mode. By conducting a Communications Audit and a Strategic Communications Plan, districts will be able to use communication as a powerful tool for student success.

***Presenters: David R. Voss, President, Voss & Associates; and Melissa Badger, Communications Director, School District of Beloit***

2:45 p.m. **BREAK - *Sponsored by Delta Dental***

**3:00 p.m. SECTIONALS**

**4:00 p.m.**

- 1. Key Communicator Networks: A Powerful Tool for Two-Way Communication - *Lawrence***  
A key communicator network can be a powerful tool for school district leaders to establish solid two-way communication with their internal and/or external stakeholders. Research shows that people believe their friends and neighbors more than they believe the media or publications. Establishing a network of trusted informal and formal opinion leaders can help school officials get accurate information out to staff and community, correct misinformation, and intercept potentially harmful rumors. They can be a valuable source of input for staff and school board members on key initiatives and programs. And it costs very little to set up and maintain. Learn how to develop a successful key communicator network in your school district.  
*Presenter: Debbie Brewster, Coordinator of School/Community Relations, DeForest Area School District*
- 2. Establishing Mutually Beneficial Business & Community Partnerships - *Rosewood/Linden***  
Discover the benefits of engaging business and community partners in your school district's college and career readiness initiatives! You'll learn how develop a partnership program from the ground up – from recruiting, involving and recognizing partners. Explore communication tactics like events, newsletters, website, social media and video as you develop and promote your program. Walk away with a framework and partnership program communication plan that will be mutually beneficial for your students, parents, staff, businesses and the community!  
*Presenters: Joe Garza, Superintendent, School District of New Berlin; and Melinda Mueller, Director of Communications, School District of New Berlin & Communications Coordinator, CESA #6*
- 3. Inform, Engage, Get Results: Proven Techniques to Collaborate With Your Community for Positive Results - *Briarwood/Ebony***  
Your time is precious and already limited, but informing and engaging your community has become a priority. Having a toolbox of techniques and strategies that have already been proven to get community members engaged and bring successful results would save you and your District time, money and eliminate risk. This fast-paced session is for participants interested in learning several different techniques and strategies focused around a case study example of Edgerton School District, and how they informed, engaged and received an overwhelming “Yes” vote during their referendum campaign. 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 community engagement effort. Participants will learn several tools they can use to successfully engage their community; including how to integrate a community survey, write effective and informative articles and other engagement pieces, create meaningful mailings, create an informational and interactive website, develop presentations and provide unique opportunities for community engagement that result in an informed and connected community.  
*Presenters: Kevin Hickman, Referendum Expert for K-12 & Technical Colleges, JP Cullen; and Dr. Dennis Pauli, District Administrator, Edgerton School District*
- 4. Handle Crisis Communication with Confidence - *Salon C***  
What you say and how you say it during the first 24 hours of a school crisis will set the pace for the duration of the event. Effective communication is crucial to school crisis management and district administrators will learn proven strategies to help you connect with students, staff, parents, media, and the community confidently when an emergency strikes. WSPRA will share their School Crisis Communication Tool Kit designed to equip you with the tools needed to communicate in a crisis, as well as provide an update on the safe school initiative currently underway involving numerous statewide school-based organizations.  
*Presenters: Roseann St. Aubin, former Director of Communications at Milwaukee Public Schools, and Kit Dailey, President of the Wisconsin School Public Relations Association (WSPRA)*

5. **Key Communications Messaging: Turn Your District into a Brand Name - *Great Hall***  
Every school district has a unique story, and knowing that story and how to communicate it is critical to your district's success. In this session, you will learn how to create your district's story – its messages – with the buy-in from staff, parents, and board members. You will also learn how to embed that story in your various communications efforts so that it becomes self-perpetuating.  
*Presenter: Joe Donovan, President, Donovan Group*

3:00 p.m. **LARGE DISTRICT CAUCUS MEETING - *Redwood***

5:00 p.m.

5:30 p.m. **WISCONSIN TIMBER RATTLERS BASEBALL GAME**

9:30 p.m. ***SPONSORED BY ROBERT W. BAIRD CO., INC. TICKET REQUIRED!***



All convention registrants and Business Partners are invited to watch the Wisconsin Timber Rattlers take on the Cedar Rapids Kernels (Twins) on Thursday evening! Buses will begin departing for the Fox Cities Stadium at 5:30 p.m. Participants will be able to enjoy a tailgate buffet of burgers, brats, hot dogs, Wisconsin cheese, cold Italian pasta salad, fruit salad, chips, dessert, and beverages in the beautiful new Club Level located on the exclusive upper deck overlooking Neuroscience Group Field at Fox Cities Stadium. The game will begin at 6:30 p.m. Attendees will return to the hotel immediately following the conclusion of the baseball game. **While there is no additional cost to attend this event, you must sign up when you register for the convention in order to be assured of a ticket.**

## FRIDAY, MAY 9

7:30 a.m. **WASDA BREAKFAST & LEGISLATIVE BRIEFING - *Salon A***

John Forester, Director of Government Relations, School Administrators Alliance

7:30 a.m. **WSPRA BREAKFAST - *Salon C***

8:30 a.m. **INTRODUCTIONS**

8:40 a.m. **GENERAL SESSION - *Salon B***



### **Telling Your Story**

Public schools have a great story to tell, but the message simply isn't being heard. In this practical, fast-paced and results-oriented session, find out how to use current research to reframe the public school message, organize the grassroots and leverage existing communication channels to tell your story more proactively and effectively. Find out how districts nationwide are combatting naysayers and winning the battle for public education.

Topics covered include:

- \*Brief synopsis of current research regarding public school messaging and communications
- \*Mapping and organizing opinion leaders
- \*Deploying different messengers while maintaining unity of message
- \*Attending to symbolic communications
- \*Correcting and clarifying misinformation
- \*Measuring return on investment in school PR and marketing
- \*Shifting roles for school communications professionals

***Presenter: Nora Carr, President, National School Public Relations Association and Chief of Staff, Guilford County Schools, Greensboro, NC***

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

**9:45 a.m. 45-MINUTE BREAKOUTS  
- 10:30 a.m.**

**1. Engaging Your Community for Successful Referenda - *Lawrence***

Participants will experience a variety of community engagement strategies used by the Hudson School District to seek feedback from community stakeholders regarding school construction referenda. Learn how to move beyond informational mailers and formal board listening sessions. Time will be spent learning how to successfully lead community conversations similar to the World Café model, develop and utilize key communicator networks, maximize social media tools, and develop on-line surveys that help inform decisions.

***Presenter: Tracy Habisch-Ahlin, Communications/Community Services Coordinator, Hudson School District***

**2. Engaging Stakeholders Through Customer Service & Marketing - *McIntosh***

Every interaction someone has with your school or district shapes his/her perceptions. In this competitive educational marketplace, it is essential that every interaction is positive. Every staff member plays an important role in providing great customer service, marketing your school/district and ultimately, shaping perceptions.

● This work session will cover topics such as:

● The need for marketing and great customer service to engage your stakeholders in today's competitive educational marketplace (including maintain or increasing enrollment)

● The relationship between customer service and marketing

● Tactics for providing great customer service

● Tactics for marketing your school/district

● The role everyone plays in marketing your school/district

***Presenters: Stacy Tapp, Chief of Communication & Community Engagement, and Jane Flis, Marketing & Communications Specialist, Racine Unified School District***

**3. Media Relations for School Leaders: Learn to Work with the Media like a Pro - *Great Hall***

Although the media has always been key to school and school district leaders, having the knowledge and skills to effectively convey messages and avoid common media-related pitfalls is more important than ever. In this session, you will learn how to answer reporters' questions, interview effectively, and deal with especially difficult reporters.

***Presenter: Joe Donovan, President, Donovan Group***

**9:45 a.m. 100-MINUTE BREAKOUTS  
- 11:25 a.m.**

**4. Your Staff: Tap Into A Powerful Network Through Effective Internal Engagement - *Pippin***

Every day, your staff is communicating to your parents as well as their friends and neighbors. But what are they saying? How can you help employees grab hold of your mission and help you fulfill it? In this hands-on workshop learn the meaning of employee engagement, experience practical techniques to improve employee engagement, and leave with internal communication tips that you can apply in the district immediately to better position your district in the eyes of the community.

***Presenters: Bill Foster, School Perceptions, and Dorreen Dembski, Director of Communications, CESA #6***

**5. Proven Tools for Engaging Your Community in Decisions That Matter to Them - *Redwood***

This session offers both a framework and practical suggestions to engage your community in important decisions using specific tools and techniques recommended by the International Association of Public Participation (IAP2). You'll learn how to identify which methods will best serve your District's needs and gain insights into how to move them forward. Among the practical considerations are: How involved does your community appear to want to be? How impactful is the decision you are making? What is the potential for a public outcry?

Applying several engagement techniques during the session, you'll get hands-on experience you can use when you return to your district. Finally, you'll get an in-depth introduction (it sounds like an oxymoron, but it's not!) to a dynamic engagement process used by school districts across the country known as a "future search." This process brings the whole system together to harness the wisdom and energy of diverse stakeholders to identify school district and community challenges, plan solutions, and move toward positive change. Specific examples from several Wisconsin school districts will be shared throughout the session. *Presenters: Sarah Heck, Communications Specialist, Sun Prairie Area School District, and Drew Howick, National Practice Director for Leadership and Organizational Development, Patina Solutions*

**10:30 a.m. BREAK**

**- 10:40 a.m.**

**10:40 a.m. REPEAT OF 45-MINUTE BREAKOUTS**

**- 11:25 a.m.**

**1. Engaging Your Community for Successful Referenda - *Lawrence***

**2. Media Relations for School Leaders: Learn to Work with the Media like a Pro - *Great Hall***

**3. Engaging Stakeholders Through Customer Service & Marketing - *McIntosh***

**11:25 a.m. LUNCH - *Salon CD***

**-12:30 p.m.**

**Experience the 'unConference'!**

An unConference is a flexible, participant-driven session that favors discussion, debate and interaction between all the participants here today with YOU serving as the session leaders. Centered on community engagement, we will put our heads together during lunch to identify the key topics for our final session of the day. This is about you setting the agenda so bring YOUR community engagement ideas and questions to the table!

**12:40 p.m. 45-MINUTE BREAKOUTS**

**-1:25 p.m.**

**1. 'Like' it or Not: Your District Needs a Social Media Presence - *Lawrence***

Recognizing that social media is an effective community engagement tool is the first step into the world of Facebook, Twitter, Instagram, Vine and yes, maybe even Pinterest. But don't panic – Joe Sanfelippo, Superintendent of Fall Creek Schools and Christina Brey, Communications Director for WEAC, will guide you safely through the first few steps into this world with specific tips, tactics, and strategies you can use right away.

*Presenters: Joe Sanfelippo, Superintendent, Fall Creek, and Christina Brey, Communications Director, WEAC*

2. **Engaging Communities with Language That Connects - *Great Hall***

When you talk, are you communicating, or just telling people what's on your mind? As an educational leader, you can't just "spray and pray" or "data dump" through 40 slides. We have to translate our language and connect with community members who don't have our pedigree. This session will teach you how to "FLIP" (Financial Language Interpreted for the Public) and "PAM" (Prepare a Message) so you not only communicate, but motivate and inspire audiences in your community to support public education. Issues like Common Core State Standards, grading schools, budget and legal procedures and "college and career ready" are difficult subjects for parents and business people to decipher. Making the connection and engaging communities requires a targeted message that's crystal clear and action steps that people are willing to take. Whether you deliver the message through social media, public speaking, phone notification, the media or a letter home, this session will give you the tools to cut through the clutter and connect with the audience wherever they are.

**PRESENTERS:** *David R. Voss, President, Voss & Associates, and Melissa Badger, Communications Director, School District of Beloit*

3. **Your Community Wants to Hear from You! Ramping up Communication Can Mean Referendum Success (A case study on the 68 percent win in Middleton-Cross Plains Area School District)**

***McIntosh***

When more than 70% of taxpayers don't have children in local schools and don't feel engaged within a district, what convinces them to support the largest referendum in the state? The Middleton-Cross Plains Area School District demonstrated its mission to succeed by continuing to reach their long-term goals. The District needed to break through the referendum confusion by creating meaningful messages that reached parents, staff, students and community members on why the upcoming referendum was the right solution at the right time; especially after two previous attempts on the ballot failed by large margins. The District had two referendum questions on the November 2012 ballot totaling nearly \$60 million. The capital question ended up passing with 68% of the vote, while the operational question passed with nearly 64%. It was the largest referendum in the state in 2012. How did both questions pass by such large margins? It took a lot of hard work and planning. Perry Hibner, the Communications Director for the Middleton-Cross Plains Area School District, and Christin Mlsna, the Communications Specialist with Findorff, will share a case study and tips about the plan and process used not just to pass this referendum, but to also position itself to be successful in the future.

**Presenters:** *Perry Hibner, Communications Director, Middleton-Cross Plains Area School District, and Christin Mlsna, Communications Specialist, JH Findorff & Son Inc.*

**12:40 p.m. 100-MINUTE BREAKOUTS- REPEAT OF MORNING SESSIONS**

**- 2:20 p.m.**

4. **Proven Tools for Engaging Your Community in Decisions That Matter to Them - *Redwood***

This session offers both a framework and practical suggestions to engage your community in important decisions using specific tools and techniques recommended by the International Association of Public Participation (IAP2). You'll learn how to identify which methods will best serve your District's needs and gain insights into how to move them forward. Among the practical considerations are: How involved does your community appear to want to be? How impactful is the decision you are making? What is the potential for a public outcry?

Applying several engagement techniques during the session, you'll get hands-on experience you can use when you return to your district. Finally, you'll get an in-depth introduction (it sounds like an oxymoron, but it's not!) to a dynamic engagement process used by school districts across the country known as a "future search." This process brings the whole system together to harness the wisdom and energy of diverse stakeholders to identify school district and community challenges, plan solutions, and move toward positive change. Specific examples from several Wisconsin school districts will be shared throughout the session.

**Presenters:** *Sarah Heck, Communications Specialist, Sun Prairie Area School District, and Drew Howick, National Practice Director for Leadership and Organizational Development, Patina Solutions*

5. **Your Staff: Tap Into A Powerful Network Through Effective Internal Engagement - *Pippin***  
Every day, your staff is communicating to your parents as well as their friends and neighbors. But what are they saying? How can you help employees grab hold of your mission and help you fulfill it? In this hands-on workshop learn the meaning of employee engagement, experience practical techniques to improve employee engagement, and leave with internal communication tips that you can apply in the district immediately to better position your district in the eyes of the community.  
**Presenters: *Bill Foster, School Perceptions, and Dorreen Dembski, Director of Communications, CESA #6***

1:25 p.m. **BREAK**  
- 1:35 p.m.

1:35 p.m. **REPEAT 45-MINUTE BREAKOUTS**  
-2:20 p.m.

1. **Engaging Communities with Language That Connects - *Great Hall***
2. **Your Community Wants to Hear from You! Ramping up Communication Can Mean Referendum Success - *McIntosh***
3. **'Like' it or Not: Your District Needs a Social Media Presence - *Lawrence***

2:30 p.m. **UNCONFERENCE SESSIONS**  
Rounding out the day of hands-on, interactive strategies, continue the conversation on community engagement by participating in one or more of the topics brainstormed during lunch. Specific rooms and topics will be assigned at the end of lunch. Join in!

3:00 p.m. **CONFERENCE ENDS**



# QE ANNUAL CONVENTION

## Monona Terrace June 18-20, 2014

DESIGNED FOR TEAMS OF DISTRICT, SCHOOL AND CLASSROOM LEADERS.



### POWERFUL LEARNING TO SUPPORT YOUR MOST IMPORTANT WORK

- Collaborative Leadership, Communication, and Goal-Setting
- Integrated Assessment Planning
- Integrated Technology Planning
- Integrated Job-Embedded Professional Development
- Data Literacy and Use of Data

Brought to you by:



# ABOUT QE

## What is it about?

District Level Leadership Teams are common practice in effective school systems across Wisconsin. The Quality Educator Convention is designed to help education leaders engaged in this important teamwork achieve the results they seek for student learning. Teacher leaders, Principals, Assistant Principals, Directors of Instruction and Superintendents will improve their understanding and capacity to engage in five practices that cut across current initiatives being implemented to improve school success for students. Current state-wide initiatives include Common Core State Standards, Educator Effectiveness, and Responsive Instruction. The five practices that cut across these and other initiatives are:

1. Collaborative Leadership, Communication, and Goal-Setting
2. Integrated Assessment Planning
3. Integrated Technology Planning
4. Integrated, Job-embedded Professional Development
5. Data Literacy and Use of Data

These practices provide thoughtful approaches for integrating and leveraging the leadership efforts of you and your team, so that you can move this big work forward in a powerful fashion. Thanks for contributing to our vibrant QE experience through your presence -- and On Wisconsin!

## Grad Credit



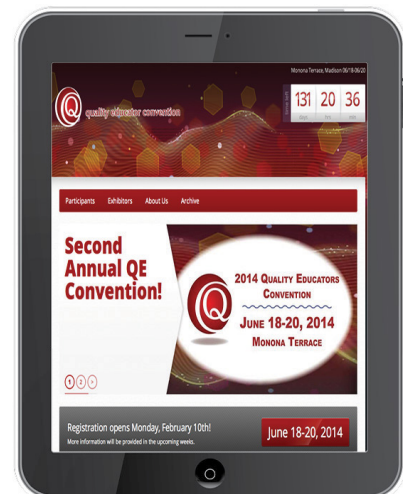
Viterbo University, offers the opportunity to receive course credit in conjunction with this event at the rate of \$220 per credit. Interested participants may register for the one grad credit with Viterbo University at the convention. If you have any questions, you may contact Chris Valenti, Viterbo University Off-Campus Programs at (414) 321-4210. Viterbo is pleased to return a portion of the cost of credit to the QE for its administration of this course opportunity.

## It's a paperless convention!

In aligning with our social responsibility efforts, we will not provide session handouts at this event. Attendees can access all session handouts submitted by content leaders on the website in advance, during, and after the program.

It is recommended that attendees bring a laptop and/or portable wi-fi device so you can access online handouts and links regarding the sessions during the convention.

More information can be found at [www.qeconvention.com](http://www.qeconvention.com) or contact AWSA at (608) 241-0300 or WASDA at (608) 242-1090.



## 12:00 Registration Opens

## 2:00 - 4:00 Pre-Convention Sessions

### **I01. Developing the Collaborative Leadership Capacity for School-wide Improvement**

If schools are to improve teaching and student learning, district and school leaders must thoughtfully work to cultivate strong collaborative leadership. This session focuses on developing and strengthening district senior leadership teams and school-based instructional leadership teams for the work of leading district and school-wide cycles of inquiry and improvement. - Shelby Cosner, Associate Professor, University of Illinois at Chicago

### **I02. New State Assessments: Navigating Opportunities and Challenges**

The Smarter Balanced and ACT suite assessments are the most significant assessment shift we have seen. This session will provide the most current information on implementation and provide school leaders with a roadmap for navigating the opportunities and challenges presented by these new assessments. Topics will include uses of the new assessment information, technology readiness, accommodations, professional development for teachers, fine tuning your assessment plan, protecting instructional time, connection to Educator Effectiveness, and test integrity. - Tim Schell, Director of Instruction, Waunakee School District

### **I03. Using WISEdash to Build Data Literacy**

Participants will utilize the school report card as a basis to navigate and understand the functionality of WISEdash. Participants will build data literacy as they discover the different dashboards and understand the student profile section of WISEdash. Enrollment, Attendance, WSAS, Growth, ACCESS, ACT, AP, HS Graduation and Post-Secondary data will all be explored. - Eric Larsen, CESA 6, Coordinator of School Accountability

### **I04. Building Teachers' Capacity to Implement Continuous Classroom Learning Processes: The Power of Embedded Coaching**

This presentation will provide the process map used by the School District of Menomonee Falls to guide the professional development and coaching of teachers so that they could effectively implement an 8-step model of continuous classroom improvement directly with students to target key learning outcomes. The model includes a Plan, Do, Study, and Act cycle to engage students in analyzing rapid cycle data on approximately 10 day cycles and then working collaboratively with teachers to identify the next series of actions for differentiated student learning and improvement. - Gary Kiltz, Director of Instruction, Menomonee Falls, School District

### **I05. Transforming Classrooms in the Age of Digital Innovations**

Leadership teams that are inclusive of technology, curriculum and administrative leaders are essential in the new era of digital innovation. Educational leaders will learn the necessary elements of effective digital teaching and learning as well the top 10 ways to be a digital leader. The panel will also discuss effective digital instructional leadership related to personal learning networks, professional organizations, profile successful districts and innovation options to address personalized learning options. WISE Learn and the Wisconsin Digital Learning Collaborative (WDLC) will be shared at the session. Note: Highly recommended to bring a team of curriculum, technology and administrative leaders to work on district planning. - Janice Mertes, Consultant, DPI

**7:00 - 8:30 Registration/Continental Breakfast**

**8:50 - 9:50 Opening Keynote: First Things First for the 21st Century**



## **Dr. Mike Schmoker**

201. In this session, participants will learn precisely where to focus their precious time, efforts and resources to ensure that all students are prepared for the 21st century demands of college, careers and citizenship. They will learn about the three most essential elements of good schooling, and how to implement them immediately, successfully and on a very clear, straightforward model. The three elements are:

- Coherent curriculum
- Authentic literacy
- Soundly-structured lessons

Despite their unrivaled power for improving performance in any and every school, these elements continue to be misunderstood--and grossly under-implemented. For this reason, these simple, familiar elements should be our first and highest priority.

Participants will leave this session knowing both what to do and how to do it, in ways that will yield immediate and significant results.

**9:50 - 10:25 Break/Visit Exhibits**

**10:30 - 11:30 Concurrent Sessions: Round One**

- 1. Preparing Our Classrooms for 2015 & Beyond**
- 2. Urban School Literacy Improvement**
- 3. Branding Your District - Telling Your Story**
- 4. Putting It All Together 2.0**
- 5. Student Learning Objectives (SLO) In Action at the High School Level**
- 6. Leading Teachers into Effectiveness with a Coaching Hat (Part I)**
- 7. Rtl in Action: Strategies for Moving from Theory to Practical Application**
- 8. What's the Value of Your Attitude?**
- 9. Updates and Lessons Learned**
- 10. Practical Ideas for SLO's**
- 11. School Improvement Planning**

# THURSDAY

## 11:40 - 12:50 Lunch

## 1:00 - 2:00 Concurrent Sessions: Round Two

12. Collaborative Leadership Through Job Embedded Professional Development
13. No Because: Using “Data Driven Dialogue” to Build a Bridge from Data to Results
14. Transforming Professional Learning – A Collaborative and Effective Approach to PD
15. Making the Most of Parent Involvement: Raising Readers
16. Using Student Goal Setting to Blow the Lid off of Student Growth
17. Leading Teachers into Effectiveness with a Coaching Hat (Part 2)
18. Walkthrough Tools for Common Core Classrooms
19. The Journey: Piloting Educator Effectiveness
20. Flexible and Responsive Intervention Systems
21. Implementation of Educator Effectiveness at MPS
22. Literacy Leadership: An Imperative for Success
23. Universal Design for Learning in a Multi-Level System of Support

## 2:10 - 2:40 Break/Visit Exhibits

## 2:50 - 3:50 Concurrent Sessions: Round Three

24. Coaching Conversations that Support EE
25. Responsive Instruction for Culturally and Linguistically Diverse Students
26. Effectively Implementing a K-12 1:1 Initiative
27. The Wisconsin Connected Educator: Participating, Learning, Networking
28. Extended Learning Time & PBIS in the High School Setting
29. Ready, Test, Score! Essential Tools for Common Core Writing Success from Chauncey Davis Elementary
30. Building Capacity Through Instructional Coaching
31. Effectiveness Project Professional Eval Model: Partnerships and Data in Action!
32. Booktalk Club: Painless, Powerful Reading, Writing and Performing
33. Developing a District Wide Student Success Model

## 4:10 - 5:30 Team Time

## 8:00 - 8:30 Breakfast and Team Time

## 8:30 - 10:15 General Session: Diagnosing and Delivering on Your Greatest Learning Needs



**Dr. Joe Schroeder, Associate Director, AWSA**  
**Dr. Shelby Cosner, Associate Professor, UIC**

202. Expectations for student achievement are higher now than ever. Yet a common refrain from educators goes something like this: “I am working harder than ever. So why aren’t student learning results improving in proportion to the effort?” A key answer may be that, although everyone is “using data” to make decisions, few are currently situating their data within a cycle of inquiry so that local improvement efforts are focused on meeting the right problems for the school --

ones most likely to render both immediate and long-term impact on student learning.

This session will share approaches for using data in deeper ways for diagnosing and delivering on the greatest needs of your classroom, school, and/or district. We will also help participants better understand the current effort/results gap experienced by educators across the nation through exploration of four regular patterns for breakdown in the improvement process:

1. Inaccurate Problem Identification
2. Too Many Improvement Strategies
3. Inadequate Implementation Planning
4. Insufficient Monitoring

Learning around these common problems will be enriched through illustrations from the field.



## 10:30 - 11:40 Closing Keynote: The Power of an Educator

### **Dr. Adam Saenz, Brazos Valley Counseling and Assessment Clinic**



203. When we don’t maintain well-being in critical areas of our lives, we - to put it in psychobabble - “decompensate”, which refers to a breakdown in the coping systems we keep in place to make our lives function. The vicious

cycle: As we decompensate, we become less effective. As we become less effective, we become more anxious. As we become more anxious, we decompensate even further. The educator caught in this cycle is at-risk for losing touch with the profound vocational calling to impact students’ lives.

Three key “dashboard lights” tell us when it’s time to check under the hood of the vehicle we call our vocation: emotional exhaustion, depersonalization, and reduced personal accomplishment (also known as “burnout”). For the educator, these three dashboard lights show up as the internal voice saying “I’m always tired, “I’m not making a difference for students”... As an educational leader, your profession is wrought with squeaky wheels—students, parents, federal guidelines, and on and on. The educator intent on a lifetime journey on the road of education is wise to consistently invest meaningful quantities of the oil of his or her attention on the wheel that matters most: the wheel of personal wellbeing. We have great news for you: you really do have the power to make lives better, including your own.

# GENERAL INFORMATION

## Registration & Fees

A registration is needed for each individual. You can register today at [www.qeconvention.com](http://www.qeconvention.com) or by calling (608)241-0300.

Conference fees:

\$249 individual

Pre-Convention Session Fees: \$45

Take advantage of QE 2014 to provide district or school-wide staff development through the wealth of information from pre-convention workshops, breakout sessions and keynote speeches. **For more information about special registration prices for teams of 10 or more, contact [jschwedrsky@wasda.org](mailto:jschwedrsky@wasda.org).**

Full refund of fees will be made on cancellations received by noon on June 6, 2014. Following that date, a 40% administrative fee will be retained. There will be no refund for no-shows or cancellations made during the event.

## Hotel Information



### Hilton Madison Monona Terrace

9 East Wilson St., Madison

(608) 255-5100

\$163 single/double

Ask for: Quality Educators/AWSA/WASDA

Overnight rooms available until 5/18/14.

After that date, reservations may be made based on space and rate availability.

Connected to the Monona Terrace via skywalk.

### Madison Concourse Hotel

One West Dayton St., Madison

(608) 257-6000

\$142 single/double; \$152 triple

Ask for: QE Annual Convention

Overnight rooms available until 5/21/14.

After that date, reservations may be made based on space and rate availability.

Across the Capitol Square.

### Sheraton Madison Hotel

706 John Nolen Dr., Madison

(608) 251-2300

\$109 single/\$119 multiple

Ask for: Quality Educators/AWSA/WASDA

Overnight rooms available until 5/15/14.

After that date, reservations may be made based on space and rate availability.

The Sheraton is 2 miles from Monona Terrace. Hotel shuttle or park at the Monona Terrace each day.

### Best Western Inn on the Park

22 South Carroll St., Madison

(608) 285-8000

\$129 single/double; \$139 2 beds; \$159 suite Ask for: AWSA/WASDA WI School Leadership AcademyBlock

Overnight rooms available until 5/17/14.

After that date, reservations may be made based on space and rate availability.

Inn on the Park is on the Capitol Square (2 city blocks from the Monona Terrace).



A Foundation of the Association of Wisconsin School Administrators, Inc.

4797 Hayes Road, Suite 103

Madison, WI 53704-3288

(608) 241-0300

Sponsored by the Wisconsin Foundation for Educational Administration, a foundation of AWSA

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# QUALITY EDUCATOR CONVENTION

Monona Terrace June 18-20, 2014

***REGISTER TODAY!***

**[www.qeconvention.com](http://www.qeconvention.com)**



## OE Nonresident Applicants (IN) Approvals and Denials

---

Please Deny application numbers PK-12, 10-4 and 10-8 due to space restrictions, and approve all others.

Selection was by random drawing as outlined in 423-Rule. Also as per 423-Rule, students may be accepted from the waiting list until the third Friday in August.

Grade:	Application #:	Approve:	Deny:	Denial Reason:
PK	1 - 11	x		
PK	12		X (on Wait List)	Space
PK	13 - 23	x		
KG	1 - 11	x		
1	1 - 6	x		
2	1 - 5	x		
3	1 - 2	x		
4	1 - 3	x		
5	1 - 3	x		
6	1 - 8	x		
7	1 - 7	x		
8	1 - 2	x		
9	1 - 9	x		
10	1 - 3	x		
10	4		X (on Wait List #1)	Space
10	5 - 7	x		
10	8		X (on Wait List #2)	Space
10	9	x		
11	1 - 2	x		
12	1	x		

The District is committed and dedicated to the task of providing the best education possible for every student in the District. With this goal in mind and consistent with legal requirements, the District shall not unlawfully discriminate on the basis of sex, race, religion, color, national origin (including limited English proficiency), ancestry, creed, pregnancy, marital or parental status, sexual orientation, homelessness status, or physical, mental, emotional or learning disability/handicap in its curricular, career and technical education, co-curricular, student services, recreational or other programs or activities, or in admission or access to programs or activities offered by the District. This includes, but is not limited to:

- admission to any school, class, program or activity;
- standards and rules of behavior, including student harassment;
- disciplinary actions, including suspensions and expulsions;
- acceptance and administration of gifts, bequests, scholarships and other aids, benefits and services to students from private agencies, organizations, or persons;
- instructional and library media materials selection and reconsideration;
- methods, practices, and materials used for testing, evaluating and counseling students;
- facilities;
- opportunity for participation in athletic program or activities; and
- school-sponsored food service programs.

This policy shall not be interpreted to prohibit the District from (1) providing special programs or services based on student need, including gifted and talented, special education, English Language Learner, school-age parents, at risk and other special programs; or (2) placing a student in a school, program, class or activity based on objective standards of individual need or performance.

The District shall provide appropriate educational services and/or programs for students who have been identified as having a handicap or disability, regardless of the nature or severity of the handicap or disability. Students may be considered handicapped or disabled under this policy even if they do not qualify for special education programs. Facilities modifications necessary to provide for appropriate access and participation for persons with disabilities shall be made to the extent required by law.

The District shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for accommodations shall be made in writing and approved by the building principal. Accommodations may include, but not necessarily be limited to, exclusion from participation in an activity, alternative assignments, released time from school to participate in religious activities, and opportunities to make up work missed due to religious observances. Any accommodations granted under this policy shall be provided to students without prejudicial effect.

It shall be the responsibility of the District Administrator or his/her designee to examine existing policies and develop new ones where needed to ensure that the District does not discriminate pursuant to state and federal law.

Complaints regarding the interpretation or application of this policy shall be referred and processed in accordance with the District's student discrimination complaint procedures. The District encourages the informal resolution of complaints under this policy.

Notice of this policy and its accompanying complaint procedures shall be published at the beginning of each school year in the District's back to school newsletter, posted in each school building in the District, and posted on the District's website. In addition, a student nondiscrimination statement shall be included in student and staff handbooks, course selection handbooks and other published material distributed to the public describing school activities and opportunities.

Legal References: 118.13 Wisc. Statutes; PI 9, PI 41 Wisc. Admin Code

### **Federal Laws**

Title IX, Education Amendments of 1972 [sex discrimination]

Title VI, Civil Rights Act of 1964 [race, color and national original discrimination]

Section 504 of the Rehabilitation Act [disability discrimination; FAPE and reasonable accommodations]

Americans with Disabilities Act [disability discrimination; reasonable accommodations]

Individuals with Disabilities Education Act [programs and services for students with disabilities]

McKinney-Vento Homeless Assistance Act [equal access for homeless students; required policies to remove barriers]

Adopted: 07/07/86

Amended: 04/02/04

Any complaint regarding the interpretation or application of the District's equal educational opportunities policy shall be processed in accordance with the following complaint procedures:

1. Any student, parent or guardian, or resident of the District complaining of discrimination on the basis of sex, race, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap in school programs or activities shall report the complaint in writing to the Director of Special Education and Pupil Services.
  - a. Discrimination complaints relating to the identification, evaluation, educational placement or the provision of free appropriate public education of a child with a disability shall be processed in accordance with established appeal procedures outlined in the district's special education handbook.
  - b. Discrimination complaints relating to programs specifically governed by federal law or regulation (e.g., EDGAR complaints) shall be referred directly to the State Superintendent of Public Instruction.
2. The Director of Special Education and Pupil Services, upon receiving such a written complaint, shall immediately undertake an investigation of the suspected infraction. The Director will review with the building principal, or other appropriate persons, the facts comprising the alleged discrimination. With direct involvement of the District Administrator, the Director shall decide the merits of the case, determine the action to be taken, if any, and report in writing the findings and the resolution of the case to the complainant.
3. If the complainant is dissatisfied with the decision, he/she may appeal the decision in writing to the School Board. The Board shall hear the appeal at its next regular meeting, or a special meeting may be called for the purpose of hearing the appeal. The Board shall make its decision in writing after the hearing. A copy of the written decision shall be mailed or delivered to the complainant. The complainant shall be notified of the right to appeal a negative determination by the Board to the State Superintendent of Public Instruction and the procedures for making the appeal.

Nothing in these procedures shall preclude individuals from filing a complaint directly with the U.S. Office of Civil Rights as authorized by federal law.

## MAINTENANCE OF COMPLAINT RECORDS

Records of all student discrimination complaints shall be kept for the purpose of documenting compliance and past practices. The records shall include information on all levels of the complaint and any appeals. The records should include:

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

Copies of these complaint procedures shall be included in staff and student handbooks.

Approved: 05/04/98

It is the policy of the School District of Altoona that no person be denied admission to any public school in this district or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil service, recreational or other program or activity because of the person's sex, race, religion, color, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability as required by section 118.13 of the statutes. This policy also prohibits student discrimination under Title IX of the Education Amendments of 1972 (sex), Title VI of the Civil Rights Act of 1964 (race, color, national origin), Section 504 of the Rehabilitation Act of 1973 (handicap) and Americans with Disabilities Act of 1990 (disability).

All District career and technical education opportunities will be offered to students on a nondiscriminatory basis (without regard to race, color, national origin, sex, disability, etc.). Information regarding such program offerings and admission criteria is included in the course offering publication which is posted on the District's website and available upon request from the School Counseling Office.

Children of homeless individuals and unaccompanied homeless youth (youth not in the physical custody of a parent or guardian) residing in the District shall have equal access to the same free, appropriate public education, including comparable services, as provided to other children and youth who reside in the District. Homeless children and youth shall not be required to attend a separate school or program for homeless children and shall not be stigmatized by school personnel.

The District shall provide appropriate educational services or programs for students who have been identified as having a handicap or disability, regardless of the nature or severity of the handicap or disability. The District shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for religious accommodations shall be made in writing and approved by the building principal.

The District encourages informal resolution of discrimination complaints. A formal complaint resolution procedure is available, however, to address allegations of violations of the District's equal educational opportunities policy.

Any questions concerning this policy, or policy compliance, should be directed to:

*Director of Special Education and Pupil Services  
School District of Altoona  
1903 Bartlett Avenue, Altoona WI 54720  
715-839-6224*

The responsibilities of the individual identified above include serving as the District's Title IX Coordinator (sex discrimination and sexual harassment issues and complaints), Section 504 Coordinator (handicap/disability discrimination issues and complaints), and coordinator of all other student nondiscrimination-related issues and complaints.

Approved: 05/04/98

DISCRIMINATION COMPLAINT FORM

411-Exhibit 2  
(formerly AC-E)

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (Zip)

Telephone \_\_\_\_\_  
(Home) (School or Work Location)

Status of person filing complaint: \_\_\_ Student \_\_\_ Employee \_\_\_ Parent or Guardian  
\_\_\_ Other: \_\_\_\_\_

Filing complaint alleging discrimination on the basis of: \_\_\_\_\_

Statement of complaint (include type of discrimination charged and the specific incident(s) in  
which it occurred): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of complainant

Date complaint filed: \_\_\_\_\_

\_\_\_\_\_  
Signature of person receiving complaint

Date received: \_\_\_\_\_

Approved: 05/04/98





## School District of Altoona Food and Nutrition Department

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1903 Bartlett Avenue • Altoona, Wisconsin 54720

715-839-6056 • Fax 715-552-4482 • [pehrhard@altoona.k12.wi.us](mailto:pehrhard@altoona.k12.wi.us)

<http://www.altoona.k12.wi.us/foodservice> Altoona is an equal opportunity provider

*“On Track with Altoona Food Service”*

May 19, 2014

TO: Altoona School Board

RE: Altoona Foodservice request for approval for 14-15 school year

Bread Bid

Milk Bid

Meal price increase for all meals

Changes for next year

Bread bid:

Pan-O-Gold, Bimbo Bakeries, and International Brands were all contacted to bid. Pan-O-Gold and Bimbo Bakeries submitted bids. It is my recommendation that Bimbo Bakeries receive the bid as they meet all the criteria and had the lowest price per items.

Milk bid:

Kemps, Indianhead, and Dean Foods were contacted to bid. Dean Foods is the only one that submitted a bid. It is my recommendation for Dean Foods to receive the bid.

Meal price increase:

All School Food Authorities participating in the National School Lunch program are required to ensure that sufficient funds are provided to the nonprofit school food service account for lunches served to students not eligible for free or reduced price meals. The paid lunch equity calculations for Altoona is too increase all normal price meals by \$0.10 each. This will be for all student and adult meals. The price for reduced lunch meals will remain the same for students.

New lunch prices would be:

K-3 \$2.20

4-5 \$2.20

6-8 \$2.35

9-12 \$2.35

Adult \$3.30

Respectfully submitted

Peggy Ehrhard

Foodservice Supervisor