

# School District of Altoona 

1903 Bartlett Avenue • Altoona, Wisconsin 54720
715-839-6033 • Fax 715-839-6066• www.altoona.k12.wi.us

Regular Monthly Meeting of the Board of Education
September 27, 2021, Immediately Following the Annual Meeting
District Office Conference Room

This meeting is open to the public. If a member of the public requires an accommodation to attend the meeting, he or she should contact Executive Assistant Lisa Boss at least 24 hours in advance of the meeting to request an accommodation.
I. Call to Order
II. Roll Call
III. Approval of Agenda
IV. Pledge of Allegiance
V. Student Representative Report
VI. Communication with the Board (OE 8)
A. Board Activities
B. Enrollment Update
C. Budget Monitoring (OE 8.2)
D. Fall Update
E. ACP Update and Redefining Ready Baseline Data
VII. Agenda-Related Public Comment (OE 8.4)
VIII. Non-Agenda-Related Public Comment (OE 8.4)
IX. Monitoring for Results (B/SR 5.4a \& B/SR 5.3a)
A. OE6: Financial Administration
B. R3: Application of Knowledge and Skills
X. Board Consent Agenda (GC 2.4)
A. Removal of an Item from Board Consent Agenda for Separate Consideration
B. Approval of August 16, 2021 Meeting Minutes (GC 2.4)
C. Approval of August 16, 2021 Executive Session Meeting Minutes (GC 2.4)
XI. Superintendent Consent Agenda (GC 2.4)
A. Removal of an Item from the Superintendent Consent Agenda for Separate Consideration
B. Approval of Hires, Resignations and Retirements (GC 2.4)

1. 4 K Paraprofessional - Hire
2. Second Grade (LT Sub) - Hire
3. AES Special Education Teacher - Hire
4. AES Special Education Teacher (Long Term Sub) - Hire
5. AES Part Time Special Education Paraprofessional - Hire
6. Part Time Occupational Therapist (Sub) - Hire
7. AES/AMS Lunch Supervisor - Hire
8. AES/AMS Lunch Supervisor - Hire
9. AES Recess Supervisor - Hire
10. AES Recess Supervisor - Hire
11. AIS/AMS/AHS Lunch Supervisor - Hire
12. AMS Boys Soccer Coach - Hire
13. AMS Boys Soccer Assistant Coach - Hire
14. AMS Volleyball Coach - Hire
15. AMS Volleyball Coach - Hire
16. AMS Girls Tennis Coach - Hire
17. AMS Girls Tennis Assistant Coach - Hire
18. AHS Boys Assistant Soccer Coach - Hire
19. AIS Yearbook Advisor - Resignation
20.AHS Graduation Coordinator - Resignation
20. AHS Varsity Girls Softball Coach - Resignation
C. Approval of Treasurer's Report (GC 2.4)
D. Approval of Checks for Payment (GC 2.4)
E. First Reading of Policies (GC 2.4)
21. 225 Evaluation of the Superintendent (Delete)
22. 453.11 Use of Automated External Defibrillators (Update)
23. 656 Student Fees (Update)
24. 724 Indoor Environmental Quality Management (New)
25. 725 Asbestos Management (New)
26. 731.3 Use of Security Cameras and Electronic Monitoring Equipment (New)
27. 751 Student Transportation Services (Update)
28. 751.5 Use of Alternative Vehicles to Transport Students (New)
29. 760 Food Service Management (Update)
30. 761 Free and Reduced Price Benefits in School Food Service Programs (New)
31. JA Student Policies Goals (Delete)
32. JH Student Use of Handicapped Lifts and / or Elevators (Delete)
33. JHC School Emergency Illness, Injury Policy (Delete)
34. JK Employment of Students (Delete)
F. Second Reading of Policies (GC 2.4)
35. 313 Student Academic Standards (New)
36. 321 Annual School Calendar (Update)
37. 323.1 Required School Observance Days (New)
38. 333 Parent Rights in Relation to District Programs and Activities (Updated)
39. 672 Procurement, Contracting, and Purchasing (Update)
40. 720 Health and Safety in District Facilities and Programs (New)
41. 722 Reporting Injuries and Unsafe Conditions (New)
42. 723 School Safety Plans (New)
43. 723.3 Emergency School Closings (New)
44. 731.1 Privacy in Locker Rooms (New)
45. 732 Use of Unmanned Aircraft (Drones) (New)
46. 742 Use of District Equipment and Supplies by Persons Affiliated with the District (New)
47. 743 Waste Management and Recycling (New)
48. 771.1 Use of Copyrighted Materials (New)
49. 852 Communicating Outside Events (New)
G. 66.0301 Cooperative Agreement with Augusta Area School District for Math Consultation Services
H. 66.0301 Cooperative Agreement with ECASD for Physical Therapy services.
XII. Matters Reserved for Board Action
A. Item Removed from Board Consent Agenda for Separate Consideration (GC 2.5)
B. Item Removed from Superintendent Consent Agenda for Separate Consideration (GC 2.5)
C. Second Reading: OE 6 Financial Administration (Update)
D. Second Reading: OE 8 Communicating with and Support for the Board (Update)
E. Board Selection of WASB Region 4 Vote
XIII. Recess
XIV. Discussion of the Meeting
XV. Adjourn to Executive Session pursuant to Wisconsin State Statute 19.85(1)(c) to consider the employment of a public employee and pursuant to Wisconsin State Statute $19.85(1)(d)$ to review safety drill reports.
XVI. Following the closed session, the Board will entertain a motion to reconvene into open session and will take any further action that is necessary and appropriate, including acting on any resolution that may be presented. Thereafter, the Board will entertain a motion to adjourn the meeting.
XVII. Adjourn

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September 24, 2021

## NOTICE OF REGULAR MEETING OF THE BOARD OF EDUCATION

PLEASE TAKE NOTICE that members of the School District of Altoona Board of Education will hold a regular meeting on September 27, 2021 immediately following the Annual Meeting in the Conference Room of the District Office, 1903 Bartlett Avenue, Altoona, WI.

This meeting is open to the public. If a member of the public requires an accommodation to attend the meeting, he or she should contact Executive Assistant Lisa Boss at least 24 hours in advance of the meeting to request an accommodation.
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## XVII. Adjourn

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27 R 800 11- -- OPERATING TRANSFERS-IN
27 R 800 31- -- TRANSIT OF AIDS-INTERDISTRICT
27 R 800 34- -- GRANTS-OTHER SCHOOL DISTRICTS
27 R 800 51- -- TRANSIT OF AIDS-INTERMED SRCES
27 R 800 61- -- STATE AID-CATEGORICAL
27 R 800 73- -- SPECIAL PROJECTS GRANTS
27 R 800 78- -- Federal Aid other than DPI
27 R --- --- -- Revenue
27 - --- --- -- SPECIAL EDUCATION FUND

38 R 800 21- -- TAXES
38 R 800 29- -- OTHER REVENUES-LOCAL SOURCES
38 R --- --- -- Revenue
38 - --- --- -- NON-REFERENDUM DEBT

39 R 800 21- -- TAXES
39 R 800 28- -- INTEREST ON INVESTMENT
39 R --- --- -- Revenue
39 - --- --- -- REFERENDUM APPROVED DEBT SERV

49 R 800 28- -- INTEREST ON INVESTMENT
49 R --- --- -- Revenue
49 - --- --- -- OTHER CAPITAL PROJECTS
50 R 800 25- -- FOOD SERVICE SALES

50 R 800 61- -- STATE AID-CATEGORICAL
50 R 800 71- -- FEDERAL AID-CATEGORICAL
50 R --- --- -- Revenue
50 - --- --- -- FOOD SERVICE

73 R 800 28- -- INTEREST ON INVESTMENT
73 R 800 95- -- Contributions to Emp Benefits

2021-22
Original Budget 15,000.00
4,396,885.00
5,000.00

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5,000.00
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3,500.00

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3,319.66
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$10,000.00$
2,803,250.00
2021-22
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9,471.95
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2,803,175.00
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$15,117.00$

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30,000.00

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101,708.00
12,511,789.00
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101,708.00
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12,511,789.00
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85,000.00

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85,000.00
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525,000.00
1,177,752.00

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4,391,014.10
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909,572.00
220,000.00

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5,000.00

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72,100.00
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$25,000.00$
$7,500.00$
$918,000.00$
$289,825.00$
$125,000.00$
$3,866,873.00$
$3,866,873.00$
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231,264.00 \\
50,000.00 \\
281,264.00 \\
281,264.00
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| $2021-22$ |
| ---: |
| Revised Budget |
| $15,000.00$ |
| $4,396,885.00$ |
| $5,000.00$ |
| $3,500.00$ |
| $10,000.00$ |
| $2,803,250.00$ |
| $15,117.00$ |
| $30,000.00$ |
| $5,000.00$ |
| $101,708.00$ |
| $12,511,789.00$ |
| $85,000.00$ |
| $525,000.00$ |
| $1,177,752.00$ |
| $909,572.00$ |
| $220,000.00$ |
| $5,000.00$ |
| $5,000.00$ |

5,870.90
180.34
528.05
75.00
$\qquad$ Balance

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5,000.00
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525,000.00
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909,572.00
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4,959.46
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2,496,548.00 \\
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7,500.00 \\
918,000.00 \\
289,825.00 \\
122,297.13 \\
3,864,170.13 \\
3,864,170.13
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16,000.00 \quad 34,000.00
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16,000.00 \quad 265,264.00
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16,000.00 \quad 265,264.00
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| $1,715,338.00$ | $1,715,338.00$ |
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| 500.00 | 500.00 |
| $1,715,838.00$ | $1,715,838.00$ |
| $1,715,838.00$ | $1,715,838.00$ |

61.68
61.68

1,715,338.00
438.32

1,715,776.32
$1,715,776.32$

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0.93 & -0.93 \\
0.93 & -0.93
\end{array}
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0.93 \quad-0.93
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| $8,213.80$ | $98,662.20$ |
| ---: | ---: |
| $83,591.51$ | $740,633.49$ |
| $91,805.31$ | $842,796.69$ |
| $91,805.31$ | $842,796.69$ |
|  | $10,000.00$ |
|  | $381,531.00$ |



Number of Accounts: 90




September 22, 2021 Board Update - Michael Markgren, Business Manager
Expenditures:

- We are obviously very early into the fiscal year.
- Expenses are normal for this time of year.

Revenues:

- We haven't seen much come in other than an E-Rate refund in Misc.

Cash Position:

- We continue to be in a strong financial position being at the highest point ever for August. postsecondary education, training, careers for life after high school. It is part of DPI's overall vision for èvery student to graduate high school academically, socially, emotionally, and life ready.


## Academic

## Social-

Emotional

## Life / Career

## EARLY TOUCHPOINTS

- Foundational Academic Skills
- Formative assessments, re-teaching
- Interventions and supports
- Panorama -> Second Step
- STEAM classes
- Strengths, interest
- Research one career


## MIDDLE SCHOOL

- Formative assessments, re-teaching
- Interventions and supports
- Panorama -> 7 Mindsets
- STEAM classes
- Career Development Course (required)
- Xello Lessons: Matchmaker, Learning Styles, Multiple Intelligences, Career Clusters, Career Personalities,
- Research careers, set goals
- Create About Me slide presentation
- Junior Achievement
- Career Venture Field Trip
- ACP / Student Conference


## HIGH SCHOOL <br> All Grades <br> Xello Activities / Lessons

## 9th Grade

- SMART Goal Setting
- Resume/Cover Letter/Interview/Job Application- Computer Literacy


## 10th Grade

- CVTC Cluster Tour
- Career Paper-English 10


## 11th Grade

- Wisconsin Education Fair
- Industry tours:
- Manufacturing,
- Construction \& Architecture,
- Health Science,
- Business Administration
- Junior ACP Student/Parent Conference
- Financial Aid 101- Personal Finance
- Real Life Academy
- Junior Achievement- Personal Finance


## 12th Grade

- Financial Aid Information Night
- College Goal- FAFSA
- Complete College Application
- College Representative Visits


## SPECIAL ATTENTION TO DUAL CREDIT

- AP Psychology
- Engineering Design and Development (TC)
- Microsoft Office 1 (TC)
- Microsoft Office 2 (TC)
- Desktop Publishing (TC)
- Introduction to Computer Programming (TC)
- Basic Electronics (TC)
- Database 1 (TC)
- Web 1 - HTML and CSS (TC)
- Programming Fundamentals (TC)
- Mechatronics \& Robotics (TC)
- AP Biology
- CNA (TC)
- AP Economics (Macro/Micro)
- Accounting (TC)
- Personal Finance (TC)
- Welding (TC)
- Basic Electronics (TC)
- Mechatronics \& Robotics (TC)


## VISION

This is what we become known for.

- Districtwide Data Dashboard
- Student Readiness
- Course Handbook


## WE'RE ALL IN...



## OUTCOMES

## Altoona High School Redefining Ready Data Report <br> Class of 2021-105 Graduates

| \% of Students College AND/OR Career Ready | 95 | $90.5 \%$ |
| :--- | :--- | :--- |
| \% of Students College AND Career Ready | 3.5 | $3.3 .3 \%$ |

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## Operational Expectations Monitoring Report: Approval of Interpretation and Indicators OE - 6: Financial Administration

Date: September 27, 2021

## Superintendent Certification

With respect to Operational Expectations Policy OE 6: Financial Administration, taken as a whole, the Superintendent certifies that the proceedings information is accurate and complete, and the district:
$\qquad$ Is in Compliance
Is in Compliance with Noted Exceptions
Is not in Compliance

## Superintendent Summary Statement:

In regards to Operational Expectation 6: Financial Administration, the District is in compliance with noted exceptions. There are two areas in which the district is not in compliance and will take corrective action to improve. These areas are in regards to instances of payroll not being accurate or reflective of the contract agreement and instances of financial reports not being submitted according to established deadlines.

Additionally, the timing of the return of our audit and the scheduling of this monitoring report causes us to be reporting on audit information that is over a year old. I recommend that, in future Board work plans, we move the monitoring of this policy to February in order to allow for the most timely and accurate representation of our organizational performance.

Signed: $\square$ _Date: September 23, 2021

## Board of Education Action

With respect to OE 6: Financial Administration, the Board finds the district:
$\qquad$ Is in Compliance
Is in Compliance with Noted Exceptions
Is not in Compliance
Board Summary Statement/Motion:

Signed: $\qquad$ Date: $\qquad$


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## Operational Expectations Monitoring Report OE 6: Financial Administration

OE-6: Financial Administration: The Superintendent shall not cause or allow any financial activity or condition that materially deviates from the budget adopted by the Board. Neither shall the Superintendent cause or allow any fiscal condition that is inconsistent with achieving the Board's Results priorities or meeting any Operational Expectations goals; or places the financial health of the district at risk.

Superintendent's Interpretation As a multi-million dollar organization funded by public dollars, it is important that the district utilizes industry-standard accounting principles and practices. Such principles and practices are authored to ensure effective, responsible, efficient, and accurate recording of financial transactions.
Transactions should be transparent and supported through checks-and-balances. An external audit assists district leaders and the Board in verifying accounting generally acceptable accounting principles and practices are in place.

## Glossary

Financial Activity: Any action conducted by District employees that is conducted on behalf of the District and sanctioned by the District and incurs a monetary cost

Materially Deviates: Causing the District to expend more in a budget category than the annual appropriation resolution adopted by the Board of Education or as amended by the Board of Education through supplemental appropriations

Fiscal Condition: The cash flow position needed to meet financial obligations

Financial Health: The ability of the District to meet its monetary obligations for the current fiscal year and preserving a fund balance that provides for monetary requirements for the ensuing fiscal year

Competitive Bidding: A confidential process that compares like kind specifications for goods or services by various vendors for the most reasonable and responsible price.

Professional Services: Work provided by an individual or group of consultants that is not principally tied to the purchase of materials, supplies, or equipment.

Generally Accepted Accounting Principles: Guidelines and standards for financial reporting promulgated by the Federal Accounting Standards Board.

Financial Condition Statement: a complete audit report statement of net assets, statement of activities, balance sheet and reconciliation of the governmental funds consistent with generally accepted accounting principles and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants

Controls that are Insufficient: the absence of providing reasonable assurance that establish and maintain processes and procedures to safeguard resources against loss due to waste, abuse, mismanagement, errors and fraud to the best of its ability with the personnel assigned

## Indicators

OE-6.1 The Superintendent will ensure that payroll and legitimate debts of the District are promptly paid when due.
Indicator One: Employees are paid accurately and according to the payroll schedule.
Evidence: Link to Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards - Note Relevant Pages 1-2. Link to Payroll Schedule for 2020-2021.
Indicator Two: Payroll-related liabilities are accurately and timely paid in accordance with timeframes established by the IRS, WRS and Wisconsin Department of Revenue.
Evidence: Link to Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards - Note Relevant Page 3.
Indicator Three: District long-term debt General Obligation bonds are paid in accordance with the bond debt service schedules.
Evidence: Link to Debt Repayment Schedule(s) with verification statement from Director of Finance and Operations stating if principal and interest amounts were paid on time.

OE-6.2 The Superintendent will ensure that all purchases are based upon comparative prices of items of similar value, including consideration of both cost and long-term quality.
Indicator Four: Purchases that do not have to be competitively bid are price-shopped and value-compared by the purchasing agent.
Evidence: List of preferred vendors

OE-6.3 The Superintendent will ensure that the purchase of supplies, materials and equipment, and any contracted services except professional services, for all transactions in excess of $\$ 50,000$, are based on a competitive bid process.
Indicator Five: Competitively bid purchases of supplies, materials, or equipment in the amount of $\$ 50,000$ or more are awarded to the lowest qualified bid.
Evidence: Spreadsheet of projects over $\$ 50,000$ with note of whether the project was given to the lowest bid, the lowest qualified bid, or other. Any entry with "other" will include a comment or explanation.

OE-6.4 The Superintendent will coordinate with the Board's appointed financial auditor for an annual audit of all District funds and accounts.
Indicator Six: The Board-appointed CPA firm performs an annual audit and provides an "Unqualified Opinion" report.
Evidence: Link to Audited Financial Statements with note of reference to the pages containing the Auditor's Report. - Note Relevant Pages 6-7.

OE-6.5 The Superintendent will make all reasonable efforts to collect any funds due the district from any source. Indicator Seven: Uncollected funds have been processed through collection efforts including reminder letters, penalties for late payments, collection agencies, liens and attorney involvement. The cost (either monetarily and/or time resources) of collection efforts has been weighed against the amount to be collected and a purposeful decision has been made about whether or not to write off a receivable.
Evidence: Link to the District process of collection.
Indicator Eight: All funds due from the State and Federal Government are tracked and collected throughout the year.
Evidence: Link to Independent Auditor's Report on Compliance for Each Major Federal and State Program and on Internal Control Over Compliance Note Relevant Pages 72-80.

OE-6.6 The Superintendent will keep complete and accurate financial records by funds and accounts in accordance with Generally Accepted Accounting Principles.
Indicator Nine: The independent financial auditors express an "unqualified opinion" on the basic financial statements and conformity with accounting principles generally accepted in the United States of America.
Evidence: Link to Audited Financial Statements with note of reference to the pages containing the Auditor's Report. - Note Relevant Pages 6-7.
Indicator Ten: The audit report contains a fiscal year report of receipts and expenditures of each fund with designated program reports in accordance with the Financial Policies and Wisconsin Uniform Financial Accounting Requirements. The supplemental Schedules for each fund will be in the format prescribed by the Wisconsin Department of Public Instruction and shall be in agreement with the audited financial statements of the school district.
Evidence: Link to Audited Financial Statements with note of reference to the pages containing the Basic Financial Statements. - Note Relevant Pages 9-11.
Indicator Eleven: The District is in conformity with the Financial Accreditation audit process required by the Department of Education to ensure compliance with budgetary, accounting and reporting requirements.
Evidence: Independent Auditor's Report on Compliance for Each Major Federal and State Program and on Internal Control Over Compliance - Note Relevant Pages 75-76.

OE-6.7 The Superintendent will publish a financial condition statement annually.
Indicator Twelve: The District publishes a complete set of financial statements and a report consistent with generally accepted accounting principles and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.
Evidence: Date of when report was provided to the Board - January 18th, 2021.
Indicator Thirteen: The statement and report are posted for download on the District website.
Evidence: Website Address of Location with Screenshot -
https://www.altoona.k12.wi.us/district/business-services

OE-6.8 The Superintendent may not expend more funds than have been received in the fiscal year unless revenues are made available through other legal means.
Indicator Fourteen: Expenditures at the fund level do not exceed appropriation amounts originally adopted, or as amended by the Board of Education through supplemental appropriations.
Evidence: Link to Audited Financial Statements with note of reference to the Required Supplementary Information - Note Relevant Pages 46, 59.

Indicator Fifteen: There is no violation of state law or notification of a violation in connection with expenditures exceeding appropriations as determined by external auditors.
Evidence: Link to Audited Financial Statements with note of reference to the Required Supplementary Information - Note Relevant Pages 54.

OE-6.9 The Superintendent may not indebt the organization.
Indicator Sixteen: There are no short or long term financial obligations or debts except those that have been approved by the Board.
Evidence: Link to Audited Financial Statements with note of reference to the Basic Financial Statements Note Relevant Pages 32-34.
Indicator Seventeen: The external auditors make no reference to unapproved material obligations remaining unpaid 60 days after the close of the fiscal year.
Evidence: Link to Audit Management Letter with note of reference to the Subsequent Events - Note Relevant Pages 2-6.

OE-6.10 The Superintendent may not expend money from reserve funds.
Indicator Eighteen: Expenditures at the fund level do not exceed appropriation amounts originally adopted, or as amended by the Board of Education through supplemental appropriations.
Evidence: Link to Audited Financial Statements with note of reference to the Required Supplementary Information - Note Relevant Pages 53.
Indicator Nineteen: There is no violation of state law or notification of a violation in connection with expenditures exceeding appropriations as determined by external auditors.
Evidence: Link to Audited Financial Statements with note of reference to the Required Supplementary Information - Note Relevant Pages 61.

OE-6.11 The Superintendent may not permanently transfer money from one fund to another.
Indicator Twenty: The District only transfers between funds with Board of Education authorization as approved by the adopted or revised annual budgets or subsequent resolutions.
Evidence: Link to Audited Financial Statements with note of reference to the Required Supplementary Information - Note Relevant Pages 68.
Indicator Twenty-One: There are no violations of state law in connection with unauthorized transfers between funds as determined by external auditors.
Evidence: Link to Audited Financial Statements with note of reference to the Required Supplementary Information - Note Relevant Pages 68.

OE-6.12 The Superintendent will not allow any required reports to be overdue or inaccurately filed. Indicator Twenty-Two: The District filed all DPI reports in a timely manner.
Evidence: Screen shot of the DPI Report Status page.
Indicator Twenty-Three: The District does not receive any letter of noncompliance in regards to late or inaccurate filings.
Evidence: Link to Audited Financial Statements with note of reference to the Required Supplementary Information - Note Relevant Pages 75-78.

OE-6.13 The Superintendent will not receive, process, or disburse funds under controls that are insufficient under generally accepted accounting procedures.

Evidence: Link to Audited Financial Statements with note of reference to the Schedule of Findings and Questioned Costs - Note Relevant Pages 81-82.

## Executive Summary

Operational Expectation 6 states that we will not cause or allow any financial activity or condition that materially deviates from the budget adopted by the Board. Neither shall we cause or allow any fiscal condition that is inconsistent with achieving the Board's Results priorities or meeting any Operational Expectations goals; or places the financial health of the district at risk.

Most of the artifacts are from the 2019-2020 audited financials that were received in December of 2020. We just finished the field work and adjusting entries for the 2020-2021 audit and did not have the report in time for the OE 6 monitoring.

We are in compliance with most of the indicators for OE 6 . There are two with which we are not in compliance. These are Indicator One and Indicator Twenty-Two.

Indicator One: requires that employees are paid accurately and according to the payroll schedule. The linked artifacts show both that the payroll schedule was adhered to, and that our audit showed compliance to General Accepted Accounting Principles (GAAP) and proper internal controls. While this specific artifact supports compliance with the indicator, there have been additional events that occurred that are out-of-compliance with the policy in this area. There was an inaccurate payment made in the September 7th payroll. An employee contract was not reflective of the agreed-upon FTE. This resulted in the employee being underpaid on the September 7th payroll and back pay was included on the September 23rd contract. Additionally, district services contracts and administrator contracts are not provided until after July 1st. This results in the initial payments of the contract being inaccurate and back pay being required after contracts are signed. These factors result in the district not being in compliance with the expectations outlined in this indicator.

Indicator Two: requires that payroll-related liabilities are accurately and timely paid in accordance with timeframes established by the IRS, WRS and Wisconsin Department of Revenue. The linked artifact shows that our audit showed compliance to General Accepted Accounting Principles (GAAP) and proper internal controls. Indicator Three: requires that the district long-term debt General Obligation bonds are paid in accordance with the bond debt service schedules. The linked artifacts give the schedules and certification that all were paid in a timely manner.

Indicator Four: requires that purchases that do not have to be competitively bid are price-shopped and value-compared by the purchasing agent. The link is a list of preferred suppliers who have proven to be lower cost for equal quality in the past.

Indicator Five: requires that competitively bid purchases of supplies, materials, or equipment in the amount of $\$ 50,000$ or more are awarded to the lowest qualified bid. The link shows that the 4 K remodeling bids and Chromebook state pricing purchases followed policy.

Indicator Six: requires that the Board-appointed CPA firm performs an annual audit and provides an "Unqualified Opinion" report. The link to the audited financial statements shows the proper auditor unqualified opinion.

Indicator Seven: requires that uncollected funds have been processed through collection efforts including reminder letters, penalties for late payments, collection agencies, liens and attorney involvement. The cost (either monetarily and/or time resources) of collection efforts has been weighed against the amount to be collected and a purposeful decision has been made about whether or not to write off a receivable. The linked artifact shows our procedures for collection. We did not receive any insufficient funds checks in the past year.

Indicator Eight: All funds due from the State and Federal Government are tracked and collected throughout the year. The linked artifact shows that all of our Federal and State programs were found to be in compliance and that funds were collected.

Indicator Nine: The independent financial auditors express an "unqualified opinion" on the basic financial statements and conformity with accounting principles generally accepted in the United States of America. The link to the audited financial statements shows the proper auditor unqualified opinion.

Indicator Ten: The audit report contains a fiscal year report of receipts and expenditures of each fund with designated program reports in accordance with the Financial Policies and Wisconsin Uniform Financial Accounting Requirements. The supplemental Schedules for each fund will be in the format prescribed by the Wisconsin Department of Public Instruction and shall be in agreement with the audited financial statements of the school district. The linked artifact shows the basic financial statements were in agreement with all requirements.

Indicator Eleven: The District is in conformity with the Financial Accreditation audit process required by the Department of Education to ensure compliance with budgetary, accounting and reporting requirements.The linked artifact ensures compliance.

Indicator Twelve: The District publishes a complete set of financial statements and a report consistent with generally accepted accounting principles and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. The linked artifact shows that the report was offered to the Board on January 18, 2021, the first meeting after the audited financial statements were returned to the District.

Indicator Thirteen: The statement and report are posted for download on the District website. The linked artifact directs to the audited financial statements location on the District website.

Indicator Fourteen: Expenditures at the fund level do not exceed appropriation amounts originally adopted, or as amended by the Board of Education through supplemental appropriations. The linked artifact to the financial statements shows that expenditures did not exceed budgeted.

Indicator Fifteen: There is no violation of state law or notification of a violation in connection with expenditures exceeding appropriations as determined by external auditors. The linked artifact supplementary information notes compliance.

Indicator Sixteen: There are no short or long term financial obligations or debts except those that have been approved by the Board. The linked artifact contains all debt issues, which have all been Board approved.

Indicator Seventeen: The external auditors make no reference to unapproved material obligations remaining unpaid 60 days after the close of the fiscal year. The linked artifact references subsequent events.

Indicator Eighteen: Expenditures at the fund level do not exceed appropriation amounts originally adopted, or as amended by the Board of Education through supplemental appropriations. The linked artifact supplementary information shows compliance.

Indicator Nineteen: There is no violation of state law or notification of a violation in connection with expenditures exceeding appropriations as determined by external auditors. The linked artifact supplementary information shows compliance.

Indicator Twenty: The District only transfers between funds with Board of Education authorization as approved by the adopted or revised annual budgets or subsequent resolutions. The linked artifact supplementary information shows compliance.

Indicator Twenty-One: There are no violations of state law in connection with unauthorized transfers between funds as determined by external auditors. The linked artifact supplementary information shows compliance.

Indicator Twenty-Two: The District filed all DPI reports in a timely manner. The linked artifact is the most recent list of submitted reports. We are not in compliance this year as we missed the deadlines for two reports.

Indicator Twenty-Three: The District does not receive any letter of noncompliance in regards to late or inaccurate filings. The linked artifact of supplementary information shows compliance.

Indicator Twenty-Four: The external auditors find there to be no new material internal control weaknesses inherent in the District's financial system. The linked artifact describes the two findings of weakness of Limited Segregation of Duties and Material Audit Adjustments. This is typical of districts our size that have small financial departments. We would not be able to meet the GAAP standard for segregations due to the size of the Business Services staff of three, we will always have these two findings. We don't have enough staff to separate the duties as much as GAAP would desire. We also do not have an internal audit and rely on our auditors to make certain adjustments.

## Commitment to Improve

In order to improve our performance of the expectations noted in OE 6, we will adjust the timelines we use for our workflow. District services and administrative contracts will be prepared such that they are signed and returned prior to their commencement date on July 1st. This will both avoid having employees working without a contract and will meet our obligation to pay staff according to our payroll schedule. Not only is this a more employee-friendly practice, but it is more efficient in that our payroll staff will not have to spend time determining and processing back pay.

To correct financial reports being submitted beyond the deadline, we will reexamine and revise the workflow and task benchmarks for preparing the reports, working backwards from their deadline. The finance department
will schedule checks at which they will verify progress at designated benchmarks to ensure that all work is advancing on schedule to ensure deadlines are met.


## School District of Altoona

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## Results Monitoring Report R-3: Application of Knowledge and Skills

Date Presented: September 27, 2021

## Superintendent Certification

With respect to Results Policy R-3: Application of Knowledge and Skills, taken as a whole, the Superintendent certifies that the proceeding information is accurate and complete, and the district:

X Has Made Reasonable Progress
__ Has Made Reasonable Progress with Noted Exceptions
$\qquad$ Has Not Made Reasonable Progress

## Superintendent Summary Statement

The District has made reasonable progress (indicators 1, 2, 3) or has maintained a high level of performance (indicators 4, 5) for all of the indicators within R3: Application of Knowledge and Skills. This is a new focus in our district and the specific plan articulated in the Commitment to Improve promises additional progress towards excellence.

Signed:

$\qquad$ Date: September 23, 2021

## Board of Education Action

With respect to R-3: Application of Knowledge and Skills the Board's finds that the district:
$\qquad$ Has Made Reasonable Progress
$\qquad$ Has Made Reasonable Progress with Noted Exceptions
__ Has Not Made Reasonable Progress

Signed: $\qquad$ Date: $\qquad$


## School District of Altoona

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## Results Monitoring Report

R-3: Application of Knowledge and Skills
R-3: Application of Knowledge and Skills: Students apply knowledge and skills to analyze and evaluate real-world conditions and circumstances, to make informed decisions and to solve problems.

## Superintendent's Interpretation

High school graduation is not the finish line for our students, but the starting line. As such, it is to the benefit of students that learning includes opportunities for students to see, understand, and engage in application of learning that help them practice crossing the bridge between the learning of today and their post-graduate futures.

The Redefining Ready! research identifies benchmarks for college and career readiness. The career readiness indicators seek to engage students in real-world applications of the knowledge and skills they experience in school.

## Glossary

Real-World Conditions and Circumstances: Factors that exist outside of school; may include factors expected in the future

Informed Decisions: Decisions that are made after consideration of information outside of the student's individual opinion or emotion.

Solve Problems: Overcoming real or perceived obstacles.

## Indicators

Indicator One: Students engage in community service that benefits people or organizations outside of the school system.
Evidence: Count (percentage) of graduates who have reported community service hours.

| 2020 Graduates | 2021 Graduates | 2022 Graduates | 2023 Graduates | 2024 Graduates |
| :--- | :--- | :--- | :--- | :--- |
| $0 \%$ | $34 \%$ |  |  |  |

## Community Service



Indicator Two: Students meet the external, workforce-based criteria to earn industry credentials.
Evidence: Count (percentage) of graduates who earned an industry credential(s).

| 2020 Graduates | 2021 Graduates | 2022 Graduates | 2023 Graduates | 2024 Graduates |
| :--- | :--- | :--- | :--- | :--- |
| $16 \%$ | $21 \%$ |  |  |  |

Earned Industry Credentials


Indicator Three: Students complete Youth Apprenticeships through local employers.
Evidence: Count (percentage) of graduates who completed a Youth Apprenticeship(s).


Indicator Four: Students earn post-secondary credits through transcripted courses.
Evidence: Count (percentage) of students who successfully passed a dual-credit- bearing class, thus earning both high school and post-secondary credit.

| 2020 Graduates | 2021 Graduates | 2022 Graduates | 2023 Graduates | 2024 Graduates |
| :--- | :--- | :--- | :--- | :--- |
| $89 \%$ | $91 \%$ |  |  |  |

## Transcripted Credit



Indicator Five: Students have engaged in interest and strength inventories to identify a career pathway.
Evidence: Count (percentage) of students with a career pathway identified in Xello.


## Executive Summary

Application of Knowledge and Skills: Students apply knowledge and skills to analyze and evaluate real-world conditions and circumstances, to make informed decisions and to solve problems.

Our strategic plan and commitment to the students in our system is that all students will pursue their post-graduation dreams. In order to achieve this, we need students to understand and apply skills in real-world circumstances.

Our students have access to programming that allows practicing skills in real world circumstances. According to research, these opportunities also increase career readiness. Preparing our students to accomplish what is beyond high school graduation is the ultimate goal and helps us create a thriving and more vibrant community.

Community service to fulfill course requirements enhances the average odds of college degree attainment by $22 \%{ }^{1}$ Aside from that advantage, community service is also positively associated with increased academic gain in high school, increased self-efficacy, increased engagement in civic responsibilities, and soft skill development, like networking, problem-solving and character building. ${ }^{2}$ Our students track community service hours. Last year, the number of hours tracked was 0 because we had not yet developed a way to track those hours in a central location.

[^0]Industry credentials are certifications recognized or required in industry for job attainment or maintenance. An example is CNA certification for Certified Nursing Assistants. This is an industry standard certification for certain positions in the nursing field. Becoming accredited in high school means that students have an advantage for nursing programs after high school and the opportunity to work in a career-based field for a good wage while still in high school. This makes our high school students and graduates more employable, with an advantage over other entry-level workers. An increased number of seniors graduated with an industry-recognized credential in 2021 over 2020.

Youth Apprenticeships are accredited by the Department of Workforce Development. Each Youth Apprenticeship opportunity includes specific classroom and on-the-job skills needed to be successful in a certain trade or area. Students work with real employers as an employee and apprentice and get paid to learn and work in a career field job position. Students must work 450 hours to attain a certificate. Over the past couple of years, we have had 3-5 students complete the certificate to earn a Youth Apprentice certification.

Transcripted credit is part of a group of courses that allow students to earn both high school and college credit. There are three main types of dual credits: AP, CAPP and Transcripted.

AP or Advanced Placement courses are nationally recognized courses with a set and rigorous curriculum. The coursework culminates in a standard test that all students across the nation take on the same day. Achieving a 3 or higher on the exam allows the student to apply for credit through the college of their choice. How the credits are awarded is up to the institution.

CAPP classes are through a program offered by a UW school. When a student takes these college-level courses, they are taught by trained high school faculty at AHS. The student is awarded the credit for a high school course and a UW-Oshkosh course on the transcript. Most UW schools will transfer in these courses in-kind.

Transcripted credit courses are offered at AHS through CVTC. This is a CVTC course that is taught by either a high school teacher or a CVTC instructor. The students use the same course and materials as the students who attend CVTC and earn both high school and CVTC credit.

AHS offers quite a few options for students to earn dual credit and many of our graduates have taken at least one dual credit-bearing course before graduation.
AP Psychology
Engineering Design and Development (TC)
Microsoft Office 1 (TC)
Microsoft Office 2 (TC)
Desktop Publishing (TC)
Introduction to Computer Programming (TC)
Basic Electronics (TC)
Database 1 (TC)
Web 1 - HTML and CSS (TC)
Programming Fundamentals (TC)
Mechatronics \& Robotics (TC)
AP Biology
CNA (TC)
AP Economics (Macro/Micro)

Accounting (TC)
Personal Finance (TC)
Welding (TC)
Basic Electronics (TC)
Mechatronics \& Robotics (TC)
CAPP Political Science
AP US History
AP Calculus
AP Literature and Composition
An Identified Career Pathway means that a student has a current career interest. We, by no means, desire high school students to "choose a major" like a college student might do. We want students to have a breadth of experiences while in high school to increase the likelihood that their post-graduation plans will transpire into a career. Career Pathways are identified through ACP planning and using a software program called Xello to engage in surveys that take a student's interests and strengths and translates them to career field options. Identified Career Pathways can change as often as a student would like, or may remain the same during all of their ACP planning experiences.

## Commitment to Improve

We will look at systems and processes to increase student understanding of and completion of community service hours. We plan to accomplish this by incorporating volunteer opportunities into existing teams and coursework and tracking hours in a consistent manner in high school.

We will look for ways to increase industry recognized credential experiences. Currently, we offer the IT Software Developer Technical Diploma through CVTC and the CNA Certification through the CNA program. We will explore other options for certifications and determine where these align with current coursework.

We will begin to work toward a way to access our data more readily by studying a data dashboard for Redefining Ready indicators that can help us look at data more often and to drill down to subgroups of students to ensure that our programming is helping all students make achievements to pursue their goals.

We have already started the work to build out career pathways in our course book. We plan on looking at which courses are offered in which career clusters and how to begin to sequence those to give students an introductory, concentrator and capstone course series. This will also help us to improve the experience for students taking dual credit courses, to ensure that at least one of those dual credit courses aligns with the post-secondary plans the student has. Another benefit to aligning our coursework to career pathways is in sequencing courses so that introductory courses are available to Freshman in a variety of career fields to encourage exploration. This work will be pivotal in the 9-12 experience for students and preparing them for their futures.

We are also working as a K-12 School Counseling group to vertically align the ACP process and looking at this sequence through a student lens to ensure that the process is seamless for kids from community exploration, to career exploration, skills development, course planning, and post-graduation planning. The CTE (Career and Technical Education) Professional Learning Community (PLT) is also looking at mapping their course essential standards to career strands to help students understand how, for example, projects from K-3 STEAM classes build up to projects in high school. For instance, in K-3 STEAM, students study different types of containers and use materials of their choice to create a container to hold pompoms. At AIS, students create a cardboard arcade, which in turn gives them skills to create a personalized nightlight in middle school. All of these projects
build up to many manufacturing projects, including building a full-sized shed in high school. These projects are connected through the Manufacturing strand of career development and the work on the coursebook and through coursework will help communicate that more clearly to students.

We have components of these measures tied to our district scorecard in the following areas:

## OPERATIONAL OUTCOMES

We will increase graduate workplace learning participation.

| From: | $46.70 \%$ | To: $60 \%$ |
| :---: | :---: | :---: |

FUTURE-READY OUTCOMES

We will increase the percentage of College and Career Ready graduates.

| From: | $33.30 \%$ | To: | $35 \%$ |
| :--- | :--- | :--- | :--- |



# School District of Altoona 

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Regular Monthly Meeting of the Board of Education
August 16, 2021, 6:30 PM
District Office Conference Room

## Minutes on the Agenda Items

I. The regular meeting was called to order by Board President - Rick Risler at 6:30 pm in the District board room.
II. Roll Call was taken and the following were present:

Rick Risler - President
Dan Gluch - Vice President
Dave Rowe - Treasurer (Virtual)
Hillarie Roth - Clerk (Absent)
Jeremy Zook - Member
Dr. Heidi Taylor-Eliopoulos - Superintendent
Lisa Boss - School Board Secretary
Michael Markgren - Director of Finance and Operations
Andrea Steffen - Curriculum Director
III. Approval of Agenda - Motion by Dan Gluch to approve the agenda as presented, seconded by Jeremy Zook. Yes by Zook, Gluch, Rowe, and Risler. Motion carried 4-0.
IV. The Pledge of Allegiance was recited.
V. Communication with the Board (OE 8)
A. Board Activities - None
B. Introduction of and Welcome New Board Member - We welcomed Jeremy Zook as our new School Board member. He has lived in Altoona for the last 18 years, and has one child attending in the elementary school.
C. Introduction of Food Service Director - Polly Dake-Jone and Chef Abby were introduced. Polly started with Taher in our school last year, but due to Covid 19 restrictions we were unable to introduce her last year.
D. Budget Monitoring (OE 8.2) - Michael Markgren shared the current financial summaries.
E. Fall Opening Update (OE 8.12) - Dr. Eliopoulos shared our current fall opening plan with the most recent updates that are located on our website.

## VI. Agenda-Related Public Comment (OE 8.4) - None

VII. Non-Agenda-Related Public Comment (OE 8.4) - None
VIII. Monitoring for Results (B/SR 5.4a \& B/SR 5.3a)
A. OE-1: Global Expectations - Motion by Dan Gluch to accept OE-1 Global Expectations monitoring report as presented, seconded by Jeremy Zook. Yes by Gluch, Rowe, Zook, and Risler. Motion carried 4-o. The board discussed the operational expectations. Motion by Dan Gluch that the district is in compliance with the operational expectations, seconded by Jeremy Zook. Yes by Rowe, Zook, Gluch, and Risler. Motion carried 4-0.
B. R2: Art - Motion made by Dan Gluch to accept R2 Art as presented, seconded by Jeremy Zook. Yes by Zook, Gluch, Rowe and Risler. Motion carried 4-0. Andrea Steffen gave an overview of the details included in this results policy. Andrea asked the Board to pause to work on the grading system. Motion made by Dan Gluch that the district has made reasonable progress with the R2: Art expectation, seconded by Jeremy Zook. Yes by Zook, Gluch, Rowe, and Risler. Motion carried 4-0.
IX. Board Consent Agenda (GC 2.4)
A. Removal of an Item from the Board Consent Agenda for Separate Consideration
B. Approval of July 19, 2021 Meeting Minutes (GC 2.4)
C. Approval of July 19, 2021 Executive Session Meeting Minutes (GC 2.4)
D. Approval of July 27, 2021 Special Meeting Minutes (GC 2.4)
E. Approval of August 9, 2021 Special Meeting Minutes (GC 2.4) Motion by Dan Gluch to accept the Board Consent Agenda, seconded by Dave Rowe. Yes by Gluch, Rowe, and Risler. Zook - Abstain. Motion carried 3-0.
X. Superintendent Consent Agenda (GC 2.4)
A. Removal of an Item from the Superintendent Consent Agenda for Separate Consideration - B3 \& G14 Removal
B. Approval of Hires, Resignations, and Retirements (GC 2.4)

1. Middle School Volleyball Coach Hire
2. 4 K Teacher Hire
3. LT Physical Education Teacher Grades 4-8-Resignation -

## REMOVED - moved to XIV

4. LT Physical Education Teacher Grades 4-8-Hire
5. Academic Decathlon - Resignation
6. Academic Decathlon-Resignation
C. District Services Contracts ( $G C$ 2.4)
D. Administrative Contracts ( $G C$ 2.4)
E. Approval of Treasurer's Report ( $G C$ 2.4)
F. Approval of Checks for Payment (GC 2.4)
G. First Reading of Policies (GC 2.4)
7. 313 Student Academic Standards (New)
8. 321 Annual School Calendar (Update)
9. 323.1 Required School Observance Days (New)
10. 333 Parent Rights in Relation to District Programs and Activities (Updated)
11. 672 Procurement, Contracting, and Purchasing (Update)
12. 720 Health and Safety in District Facilities and Programs (New)
13. 722 Reporting Injuries and Unsafe Conditions (New)
14. 723 School Safety Plans (New)
15. 723.3 Emergency School Closings (New)
16. 731.1 Privacy in Locker Rooms (New)
17. 732 Use of Unmanned Aircraft (Drones) (New)
18. 742 Use of District Equipment and Supplies by Persons Affiliated with the District (New)
19. 743 Waste Management and Recycling (New)
20. 751 Student Transportation Services (Update) - REMOVED moved to XI B
21. 771.1 Use of Copyrighted Materials (New)
22. 852 Communicating Outside Events (New)
H. 66.0301 Agreement with Augusta School District for Special Education Services
Motion by Dan Gluch to accept the Superintendent Consent Agenda, seconded by Jeremy Zook with the removal of B3 and G14. Yes by Gluch, Rowe, Zook, and Risler. Motion carried 4-0.
XI. Matters Reserved for Board Action
A. Item Removed from Board Consent Agenda for Separate Consideration (GC 2.5) - None
B. Item Removed from Superintendent Consent Agenda for Separate Consideration (GC 2.5) - G14 751 Student Transportation Services - The Board discussed the policy. The Board moved to table this policy to look
into our legal obligations. Motion by Dave Rowe to table policy 751 Student transportation Service, seconded by Dan Gluch. Yes by Gluch, Rowe, Zook and Risler. Motion carried 4-o.
C. Board Linkages - Motion by Dan Gluch to accept the Board Linkages as presented, seconded by Jeremy Zook. Yes by Rowe, Zook, Gluch and Risler. Motion carried 4-o.
D. Board Work Plan 2021-2022 (GC-6) - Motion by Dan Gluch to accept the Board Work Plan as presented while staying the indicators including grades with the monitoring reports, seconded by Jeremy Zook. Yes by Zook, Gluch, Rowe, and Risler. Motion carried 4-0.
E. OE 6 Financial Administration (Update) - Motion by Dan Gluch to accept updated OE 6 Financial Administration as presented, seconded by Jeremy Zook. Yes by Zook, Gluch, Rowe, and Risler. Motion carried 4-0.
F. OE 8 Communicating with and Support for the Board (Update) - Motion by Dan Gluch to accept updated OE 8 Communicating with and Support for the Board as presented, seconded by Jeremy Zook. Yes by Gluch, Rowe, Zook, and Risler. Motion carried 4-0.

Michael Markgren left the meeting at 8:06 pm.

## XII. Recess

XIII. Discussion of the Meeting ( $G C$ 2.2)
XIV. Adjourn to Executive Session pursuant to Wisconsin State Statute 19.85(1)(c) to consider the employment of a public employee and to consider individual employee compensation and pursuant to Wisconsin State Statute 19.85(1)(g) to review legal advice related to consideration of potential litigation. The Board may take action in closed session.

With a motion from Dan Gluch, the Board adjourned to closed session at 8:13 p.m., seconded by Jeremy Zook. Yes by Rowe, Zook, Gluch, and Risler. Motion carried 4-0.

## Actions in closed session:

None
XV. Following the closed session, the Board will entertain a motion to reconvene into open session and will take any further action that is necessary and appropriate,
including acting on any resolution that may be presented. Thereafter, the Board will entertain a motion to adjourn the meeting.
Motion by Jeremy Zook to reconvene to open session at 8:24 p.m., seconded by Dan Gluch. Yes by Zook, Gluch, Rowe and Risler. Motion carried 4-0.

Motion by Dan Gluch to accept the LT Physical Education Teacher Grades 4-8 resignation as presented, seconded by Jeremy Zook. Yes by Gluch, Rowe, Zook and Risler. Motion carried 4-0.
XVI. Adjourn - Motion by Dan Gluch to adjourn at 8:25 p.m., seconded by Jeremy Zook. Yes by Rowe, Zook, Gluch and Risler. Motion carried 4-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for September 27, 2021 in the District Board Room immediately following the Annual Meeting in the Pedersen Commons.

Lisa Boss, School Board Secretary

District Clerk
Date

Students are prepared academically and socially for personal success in life and are respectful members of the local and global communities.

# SCHOOL DISTRICT OF ALTOONA <br> Bank Balances <br> August 2021 

GENERAL ACCOUNTS (FUNDS 10, 21, 23, 27, 38, 50, and 80)

CCF
Beginning balance
Receipts
Disbursements
Transfers in
Transfers out
Line-of-Credit in
Line-of-Credit out
Ending Balance
American Depository Management Company
Beginning balance
Receipts
Transfers in
Transfers out
Interest
Ending Balance
GENERAL ACCOUNTS TOTAL
(14,769.29)
1,938,266.08
(1,714,983.95)
1,500,000.00
\$ $1,500,000$. \$
\$
$\$ 1,708,512.84$
\$ 2,280,125.87
\$ 350,441.27
\$
\$ $(1,500,000.00)$
\$ 180.34
$\$ \quad 1,130,747.48$
$\$ \quad \mathbf{\underline { 2 , 8 3 9 , 2 6 0 . 3 2 }}$

# SCHOOL DISTRICT OF ALTOONA <br> Bank Balances <br> August 2021 

DEBT SERVICE FUND 39
ADM
Beginning balance ..... \$ ..... 6.09
Receipts
Disbursements
Interest
Ending Balance ..... \$ ..... \$ ..... \$
\$ ..... 6.09
CAPITAL IMPROVEMENT FUND 46
ADM
Beginning balance ..... \$ ..... 2,000.00
Receipts
Interest
Ending Balance ..... $\$ \quad 2,000.00$
CONSTRUCTION FUND 49
CCF
Beginning balance
Receipts
Disbursements
Interest
Ending Balance\$ 5,054.68\$\$\$ 0.44\$5,055.12
EMPLOYEE BENEFIT TRUST FUND 73
Mid America
Beginning balance ..... \$ ..... 870,410.79
Receipts
Disbursements
Gain or Loss
Ending Balance ..... 362,824.53 ..... 8,539.34
$\$ \quad 1,241,774.66$




| CHECK | CHECK | ACCOUNT |  |  | INVOICE |  |
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| DATE | NUMBER | NUMBER |  | VENDOR | DESCRIPTION | AMOUNT |
|  |  |  |  |  | Totals for 136864 | 22.85 |
| 09/07/2021 | 136865 | 10 R 800 | 292500000 | BRATHALL, ANGELA | REFUND FOR DUES/FEE-JAEDYN | 21.25 |
|  |  |  |  |  | Totals for 136865 | 21.25 |
| 09/07/2021 | 136866 | 10 E 400 | 310162210 | BREIDUNG, CORY | OFFICIAL-VARSITY | 100.00 |
|  |  |  |  |  | FOOTBALL-08/20/2021 |  |
|  |  |  |  |  | Totals for 136866 | 100.00 |
| 09/07/2021 | 136867 | 10 E 800 | 310231700 | CLIFTON, LARSON, ALLEN, LLP | AUDIT OF FINANCIAL STATEMENTS FOR YE 6/30/21 | 6,037.50 |
|  |  |  |  |  | Totals for 136867 | 6,037.50 |
| 09/07/2021 | 136868 | 10 E 200 | 411125500 | ECKROTH MUSIC | Habits of a Successful | 39.80 |
|  |  |  |  |  | Musician - Mallet Books (4 total) |  |
|  |  |  |  |  | Totals for 136868 | 39.80 |
| 09/07/2021 | 136869 | 10 E 800 | 711270000 | EMC InSURANCE COMPANIES | COMMERCIAL AUDIT-08/19/2021 | 200.00 |
|  |  |  |  |  | Totals for 136869 | 200.00 |
| 09/07/2021 | 136870 | 21 E 800 | 411299000 | EQUAL RIGHTS DIVISION | AUGUST 21/22- STUDENT WORK | 30.00 |
|  |  |  |  |  | PERMIT FEES |  |
|  |  |  |  |  | Totals for 136870 | 30.00 |
| 09/07/2021 | 136871 | 27 E 700 | 411158000 | FRAZIER, KIMBERLY | REIMB.WOODMANS | 33.95 |
|  |  |  |  |  | Totals for 136871 | 33.95 |
| 09/07/2021 | 136872 | 10 E 400 | 187162210 | HALING, DYLAN | GAME WORKER-FOOTBALL-8/20/21 | 40.00 |
|  |  |  |  |  | Totals for 136872 | 40.00 |
| 09/07/2021 | 136873 | 10 E 400 | 310162210 | JOHNSON, RANDY | OFFICIAL-VARSITY | 100.00 |
|  |  |  |  |  | FOOTBALL-08/20/2021 |  |
|  |  |  |  |  | Totals for 136873 | 100.00 |
| 09/07/2021 | 136874 | 21 E 800 | 411299000 | JOSTENS | 1254027-FIN. PAYMENT MS | 1,170.00 |
|  |  |  |  |  |  |  |
|  |  |  |  |  | Totals for 136874 | 1,170.00 |
| 09/07/2021 | 136875 | 10 E 800 | 324254300 | JWC BuILDING SPECIALITIES | Annual Inspection of Fire | 959.13 |
|  |  |  |  |  | Curtain/Door in AHS between |  |
|  |  |  |  |  | Gymnasium and Commons. |  |
|  |  |  |  |  | Replace 2 Batteries. |  |
|  |  |  |  |  | Totals for 136875 | 959.13 |
| 09/07/2021 | 136876 | 10 E 400 | 310162210 | KANNEL, DANIEL | OFFICIAL-VARSITY | 100.00 |
|  |  |  |  |  | FOOTBALL-08/20/2021 |  |
|  |  |  |  |  | Totals for 136876 | 100.00 |
| 09/07/2021 | 136877 | 10 E 100 | 411110100 | LAKESHORE LEARNING MATERIALS | Chair bags for students | 64.34 |
|  |  |  |  |  | Totals for 136877 | 64.34 |
| 09/07/2021 | 136878 | 10 E 800 | 481295000 | NETTEL | FIX BROKEN LIQUID TIGHT | 422.50 |
|  |  |  |  |  | CONTAINER |  |
|  |  |  |  |  | Totals for 136878 | 422.50 |


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| 09/07/2021 | 136879 | 10 | E 400 | 310 | 162210 | RODE, JON | OFFICIAL-VARSITY | 100.00 |
|  |  |  |  |  |  |  | FOOTBALL-08/20/2021 |  |
|  |  |  |  |  |  |  | Totals for 136879 | 100.00 |
| 09/07/2021 | 136880 | 27 | E 700 | 411 | 158000 | SCHOLASTIC INC | Scholastic Action Magazine | 104.39 |
|  |  |  |  |  |  |  | Totals for 136880 | 104.39 |
| 09/07/2021 | 136881 | 10 | R 800 | 292 | 500000 | SEYMOUR, TAMMIE | REFUND FOR DUES/FEES-GABRIEL | 22.85 |
|  |  |  |  |  |  |  | Totals for 136881 | 22.85 |
| 09/07/2021 | 136882 | 10 | L 000 | 000 | 811670 | AMERIPRISE FINANCIAL SERVICES | 403 (B) S | 225.00 |
|  |  |  |  |  |  |  | Totals for 136882 | 225.00 |
| 09/07/2021 | 136883 | 10 | L 000 | 000 | 811680 | WI SCTF | CHILD SUPPORT | 54.00 |
|  | 136883 | 27 | L 000 | 000 | 811680 | WI SCTF | CHILD SUPPORT | 150.00 |
|  |  |  |  |  |  |  | Totals for 136883 | 204.00 |
| 09/16/2021 | 136884 | 10 | E 400 | 187 | 162216 | ARBS, BECKY | EVENT-BOYS V | 120.00 |
|  |  |  |  |  |  |  | SOCCER-09/07/2021 |  |
|  | 136884 | 10 | E 400 | 187 | 162121 | ARBS, BECKY | EVENT-VB-9/2/21 | 60.00 |
|  |  |  |  |  |  |  | Totals for 136884 | 180.00 |
| 09/16/2021 | 136885 | 10 | E 400 | 310 | 162121 | BOOTH, FREDERICK | OFFICIATE-VOLLEYBALL-08/31/21 | 150.00 |
|  | 136885 | 10 | E 400 | 310 | 162121 | BOOTH, FREDERICK | OFFICIATE-VOLLEYBALL-09/02/202 | 150.00 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Totals for 136885 | 300.00 |
| 09/16/2021 | 136886 | 10 | E 800 | 360 | 222200 | BRAINPOP LLC | Brainpop/Brainpop Jr. | 3,951.00 |
|  |  |  |  |  |  |  | Database Subscription |  |
|  |  |  |  |  |  |  | Totals for 136886 | 3,951.00 |
| 09/16/2021 | 136887 | 10 | E 400 | 187 | 162210 | BRESINA, CANDACE | EVENT-FB VARSITY-9/3/21 | 40.00 |
|  |  |  |  |  |  |  | Totals for 136887 | 40.00 |
| 09/16/2021 | 136888 | 10 | E 400 | 187 | 162121 | BROCK, KORY | EVENT-VOLLEYBALL-9/2/21 | 60.00 |
|  |  |  |  |  |  |  | Totals for 136888 | 60.00 |
| 09/16/2021 | 136889 | 10 | E 800 | 411 | 295000 | DELL MARKETING L.P. | ONSITE/IN-HOME SERVICE AFTER | 97.30 |
|  |  |  |  |  |  |  | REMOTE DIAG.Blanket PO for |  |
|  |  |  |  |  |  |  | 21-22 Misc Purchases |  |
|  | 136889 | 10 | E 800 | 482 | 295000 | DELL MARKETING L.P. | Chromebooks for new students, future enrollments this year and replacements for existing students. | 18,005.25 |
|  |  |  |  |  |  |  | Totals for 136889 | 18,102.55 |
| 09/16/2021 | 136890 | 10 | E 400 | 187 | 162216 | GILBERT, LUCIANA | EVENT-BOYS V SOCCER-9/7/21 | 20.00 |
|  | 136890 | 10 | E 400 | 187 | 162216 | GILBERT, LUCIANA | EVENT-BOYS SOCCER-9/2/21 | 20.00 |
|  |  |  |  |  |  |  | Totals for 136890 | 40.00 |
| 09/16/2021 | 136891 | 10 | E 400 | 187 | 162216 | GILBERT, TAVIAN | EVENT-BOYS V SOCCER-09/07/21 | 20.00 |
|  | 136891 |  | E 400 | 187 | 162216 | GILBERT, TAVIAN | EVENT-BOYS SOCCER-9/2/21 | 20.00 |
|  |  |  |  |  |  |  | Totals for 136891 | 40.00 |
| 09/16/2021 | 136892 | 10 | E 400 | 187 | 162121 | GLUCH, KYE | EVENT-VOLLEYBALL-9/2/21 | 40.00 |
|  |  |  |  |  |  |  | Totals for 136892 | 40.00 |






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|  |  |  |  |  |  |  | Totals for 202101149 | 82.16 |
| 08/12/2021 | 202101150 | 10 E 800 | 482 | 295000 | CREDIT | CARD | Credit Card Payment AP | 507.25 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101150 | 507.25 |
| 08/12/2021 | 202101151 | 10 E 800 | 411 | 295000 | CREDIT | CARD | Credit Card Payment AP Invoice. | 59.95 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Totals for 202101151 | 59.95 |
| 08/12/2021 | 202101152 | 10 E 200 | 411 | 222200 | CREDIT | CARD | Credit Card Payment AP Invoice. | 7.99 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Totals for 202101152 | 7.99 |
| 08/12/2021 | 202101153 | 10 E 800 | 432 | 222200 | CREDIT | CARD | Credit Card Payment AP | 22.23 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 400 |  | 223100 | CREDIT | CARD | Credit Card Payment AP | 15.81 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 800 |  | 295000 | CREDIT | CARD | Credit Card Payment AP | 40.03 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 L 000 | 000 | 811200 | CREDIT | CARD | Credit Card Payment AP | 446.88 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 100 | 411 | 110000 | CREDIT | CARD | Credit Card Payment AP | -47.97 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 100 | 411 | 110000 | CREDIT | CARD | Credit Card Payment AP | 114.76 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 100 | 411 | 110000 | CREDIT | CARD | Credit Card Payment AP | 191.33 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 100 | 411 | 110000 | CREDIT | CARD | Credit Card Payment AP | 6.99 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 100 | 411 | 110000 | CREDIT | CARD | Credit Card Payment AP | 2.97 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 100 | 411 | 110000 | CREDIT | CARD | Credit Card Payment AP | 21.06 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 100 | $411$ | 110000 | CREDIT | CARD | Credit Card Payment AP | 40.85 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 800 | 470 | 120000 | CREDIT | CARD | Credit Card Payment AP | 528.63 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 800 | 470 | 120000 | CREDIT |  | Credit Card Payment AP | 86.79 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 800 | 411 |  | CREDIT | CARD | Credit Card Payment AP | 878.00 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 2021011531 | 10 E 800 | 310 | 232100 | CREDIT | CARD | Credit Card Payment AP | 229.00 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 20210115310 | 10 E 800 | 411 | 232100 | CREDIT | CARD | Credit Card Payment AP | 16.86 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 800 | 411 | 232100 | CREDIT | CARD | Credit Card Payment AP | 5.48 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 20210115310 | 10 E 800 | 411 | 232100 | CREDIT | CARD | Credit Card Payment AP | 12.15 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | 10 E 800 | 411 | 232100 | CREDIT | CARD | Credit Card Payment AP | 194.94 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 20210115310 | $10 \text { E } 800$ | $411$ | 232100 | CREDIT | CARD | Credit Card Payment AP | 111.18 |
|  |  |  |  |  |  |  | Invoice. |  |
|  | 202101153 | $10 \text { E } 800$ | $411$ | $232100$ | CREDIT CARD |  | Credit Card Payment AP Invoice. | 46.62 |
|  |  |  |  |  |  |  |  |  |



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|  |  |  |  |  |  |  | Totals for 202101158 | 256.37 |
| 08/12/2021 | 202101159 | 10 E 800 | 358 | 295000 | CREDIT | CARD | Credit Card Payment AP Invoice. | 69.98 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Totals for 202101159 | 69.98 |
| 08/12/2021 | 202101160 | 10 E 800 | 355 | 263300 | CREDIT | CARD | Credit Card Payment AP Invoice. | 137.24 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Totals for 202101160 | 137.24 |
| 08/12/2021 | 202101161 | 10 E 100 | 411 | 110000 | CREDIT | CARD | Credit Card Payment AP | 16.90 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101161 | 16.90 |
| 08/12/2021 | 202101162 | 10 E 800 | 324 | 254300 | CREDIT | CARD | Credit Card Payment AP | 2,037.15 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101162 | 2,037.15 |
| 08/12/2021 | 202101163 | 10 E 800 | 713 | 270000 | CREDIT | CARD | Credit Card Payment AP | 11,192.00 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101163 | 11,192.00 |
| 08/12/2021 | 202101164 | 10 E 800 | 355 | 263300 | CREDIT | CARD | Credit Card Payment AP | 210.45 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101164 | 210.45 |
| 08/12/2021 | 202101165 | 10 E 800 | 470 | 120000 | CREDIT | CARD | Credit Card Payment AP | 47.16 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101165 | 47.16 |
| 08/12/2021 | 202101166 | 10 E 800 | 470 | 120000 | CREDIT | CARD | Credit Card Payment AP | 115.20 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101166 | 115.20 |
| 08/12/2021 | 202101167 | 10 E 100 | 412 | 110000 | SAVVAS | LEARNING COMPANY | Credit Card Payment AP | 288.58 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101167 | 288.58 |
| 08/12/2021 | 202101168 | 10 E 800 | 411 | 221400 | CREDIT | CARD | Credit Card Payment AP | 74.30 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101168 | 74.30 |
| 08/12/2021 | 202101169 | 10 E 800 | 470 | 120000 | CREDIT | CARD | Credit Card Payment AP | 59.18 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101169 | 59.18 |
| 08/12/2021 | 202101170 | 10 E 800 | 411 | 254300 | CREDIT | CARD | Credit Card Payment AP | 132.81 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101170 | 132.81 |
| 08/12/2021 | 202101171 | 10 E 800 | 411 | 254300 | CREDIT | CARD | Credit Card Payment AP | 17.60 |
|  |  |  |  |  |  |  | Invoice. |  |
|  |  |  |  |  |  |  | Totals for 202101171 | 17.60 |
| 08/12/2021 | 202101172 | 10 E 800 | 411 | 254300 | CREDIT | CARD | Credit Card Payment AP | 31.73 |
|  |  |  |  |  |  |  | Invoice. |  |



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| 08/12/2021 | 202101184 | 10 E 800 | 411254200 | CREDIT CARD | Credit Card Payment AP | 22.24 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101184 | 22.24 |
| 08/12/2021 | 202101185 | 10 E 800 | 411254300 | CREDIT CARD | Credit Card Payment AP | 78.92 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101185 | 78.92 |
| 08/12/2021 | 202101186 | 10 E 800 | 411254300 | CREDIT CARD | Credit Card Payment AP | 6.77 |
|  |  |  |  |  | Invoice. |  |
|  | 202101186 | 10 E 800 | 411254500 | CREDIT CARD | Credit Card Payment AP | 2.75 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101186 | 9.52 |
| 08/12/2021 | 202101187 | 10 E 800 | 411254500 | CREDIT CARD | Credit Card Payment AP | 46.31 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101187 | 46.31 |
| 08/12/2021 | 202101188 | 10 E 800 | 411254300 | CREDIT CARD | Credit Card Payment AP | 56.41 |
|  |  |  |  |  | Invoice. |  |
|  | 202101188 | 10 E 800 | 411254500 | CREDIT CARD | Credit Card Payment AP | 22.94 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101188 | 79.35 |
| 08/12/2021 | 202101189 | 10 E 800 | 411295000 | CREDIT CARD | Credit Card Payment AP | 20.06 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101189 | 20.06 |
| 08/12/2021 | 202101190 | 10 E 800 | 411295000 | CREDIT CARD | Credit Card Payment AP | 257.15 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101190 | 257.15 |
| 08/12/2021 | 202101191 | 10 E 800 | 411295000 | CREDIT CARD | Credit Card Payment AP | 123.99 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101191 | 123.99 |
| 08/12/2021 | 202101192 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 88.29 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101192 | 88.29 |
| 08/12/2021 | 202101193 | 10 E 800 | 481295000 | CREDIT CARD | Credit Card Payment AP | 37.23 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101193 | 37.23 |
| 08/12/2021 | 202101194 | 10 E 800 | 481295000 | CREDIT CARD | Credit Card Payment AP | 508.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101194 | 508.00 |
| 08/12/2021 | 202101195 | 10 E 800 | 481295000 | CREDIT CARD | Credit Card Payment AP | 14.99 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101195 | 14.99 |
| 08/12/2021 | 202101196 | 10 E 800 | 481295000 | CREDIT CARD | Credit Card Payment AP | 5.97 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101196 | 5.97 |


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| 08/12/2021 | 202101197 | 10 | E 800 | 481 | 295000 | CREDIT | CARD | Credit Card Payment AP Invoice. | 199.99 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101197 | 199.99 |
| 08/12/2021 | 202101198 | 27 | E 700 | 411 | 158000 | CREDIT | CARD | Credit Card Payment AP Invoice. | 12.98 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101198 | 12.98 |
| 08/12/2021 | 202101199 | 27 | E 700 | 411 | 158000 | CREDIT | CARD | Credit Card Payment AP Invoice. | 199.49 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101199 | 199.49 |
| 08/12/2021 | 202101200 | 10 | E 800 | 444 | 120000 | CREDIT | CARD | Credit Card Payment AP Invoice. | -4,870.00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101200 | -4,870.00 |
| 08/12/2021 | 202101201 |  | E 700 | 411 | 158000 | CREDIT | CARD | Credit Card Payment AP Invoice. | 29.98 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101201 | 29.98 |
| 08/12/2021 | 202101202 | 10 | E 800 |  | 211100 | CREDIT | CARD | Credit Card Payment AP Invoice. | 1,199.00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101202 | 1,199.00 |
| 08/12/2021 | 202101203 | 10 | E 800 |  | 211100 | CREDIT | CARD | Credit Card Payment AP Invoice. | 1,057.05 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101203 | 1,057.05 |
| 08/12/2021 | 202101204 | 10 | E 800 | 342 | 221400 | CREDIT | CARD | Credit Card Payment AP Invoice. | 259.00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101204 | 259.00 |
| 08/12/2021 | 202101205 | 10 | E 800 | 342 | 221400 | CREDIT | CARD | Credit Card Payment AP Invoice. | 259.00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101205 | 259.00 |
| 08/12/2021 | 202101206 |  | E 800 | 342 | 221400 | CREDIT | CARD | Credit Card Payment AP Invoice. | 259.00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101206 | 259.00 |
| 08/12/2021 | 202101207 |  | E 800 | 342 | 221400 | CREDIT | CARD | Credit Card Payment AP Invoice. | 259.00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101207 | 259.00 |
| 08/12/2021 | 202101208 | 10 | E 800 | 342 | 221400 | CREDIT | CARD | Credit Card Payment AP Invoice. | 259.00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101208 | 259.00 |
| 08/12/2021 | 202101209 | 10 | E 800 | 342 | 221400 | CREDIT | CARD | Credit Card Payment AP Invoice. | 259.00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101209 | 259.00 |
| 08/12/2021 | 202101210 | 10 | E 800 | 342 | 221400 | CREDIT | CARD | Credit Card Payment AP Invoice. | 259.00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | Totals for 202101210 | 259.00 |


| CHECK | CHECK | ACCOUNT |  |  | INVOICE |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| DATE | NUMBER | NUMBER |  | VENDOR | DESCRIPTION | AMOUNT |
| 08/12/2021 | 202101211 | 10 E 800 | 342221400 | CREDIT CARD | Credit Card Payment AP | 259.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101211 | 259.00 |
| 08/12/2021 | 202101212 | 10 E 800 | 221400 | CREDIT CARD | Credit Card Payment AP | 259.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101212 | 259.00 |
| 08/12/2021 | 202101213 | 10 E 800 | 221400 | CREDIT CARD | Credit Card Payment AP | 259.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101213 | 259.00 |
| 08/12/2021 | 202101214 | 27 E 700 | 411158000 | CREDIT CARD | Credit Card Payment AP | 362.63 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101214 | 362.63 |
| 08/12/2021 | 202101215 | 27 E 700 | 411158000 | CREDIT CARD | Credit Card Payment AP | 306.83 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101215 | 306.83 |
| 08/12/2021 | 202101216 | 27 E 700 | 411158000 | CREDIT CARD | Credit Card Payment AP | 190.88 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101216 | 190.88 |
| 08/12/2021 | 202101217 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 3.80 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101217 | 3.80 |
| 08/12/2021 | 202101218 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 21.19 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101218 | 21.19 |
| 08/12/2021 | 202101219 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 10.98 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101219 | 10.98 |
| 08/12/2021 | 202101220 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 21.64 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101220 | 21.64 |
| 08/12/2021 | 202101221 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 243.52 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101221 | 243.52 |
| 08/12/2021 | 202101222 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | 22.06 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101222 | 22.06 |
| 08/12/2021 | 202101223 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | 15.94 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101223 | 15.94 |
| 08/12/2021 | 202101224 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 63.12 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101224 | 63.12 |


| CHECK | CHECK | ACCOUNT |  |  | INVOICE |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| DATE | NUMBER | NUMBER |  | VENDOR | DESCRIPTION | AMOUNT |
| 08/12/2021 | 202101225 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 39.98 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101225 | 39.98 |
| 08/12/2021 | 202101226 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 12.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101226 | 12.00 |
| 08/12/2021 | 202101227 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | 25.63 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101227 | 25.63 |
| 08/12/2021 | 202101228 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 19.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101228 | 19.00 |
| 08/12/2021 | 202101229 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 22.50 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101229 | 22.50 |
| 08/12/2021 | 202101230 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 52.86 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101230 | 52.86 |
| 08/12/2021 | 202101231 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 54.37 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101231 | 54.37 |
| 08/12/2021 | 202101232 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 87.92 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101232 | 87.92 |
| 08/12/2021 | 202101233 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 114.35 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101233 | 114.35 |
| 08/12/2021 | 202101234 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 63.13 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101234 | 63.13 |
| 08/12/2021 | 202101235 | 10 E 100 | 411110000 | MICHAELS ARTS \& CRAFTS | Credit Card Payment AP | 146.97 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101235 | 146.97 |
| 08/12/2021 | 202101236 | 10 E 100 | 411110000 | ORIENTAL TRADING COMPANY INC. | Credit Card Payment AP | 75.06 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101236 | 75.06 |
| 08/12/2021 | 202101237 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 1.75 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101237 | 1.75 |
| 08/12/2021 | 202101238 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 21.75 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101238 | 21.75 |


| CHECK | CHECK | ACCOUNT |  |  | INVOICE |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| DATE | NUMBER | NUMBER |  | VENDOR | DESCRIPTION | AMOUNT |
| 08/12/2021 | 202101239 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 49.99 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101239 | 49.99 |
| 08/12/2021 | 202101240 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 1.79 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101240 | 1.79 |
| 08/12/2021 | 202101241 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 23.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101241 | 23.00 |
| 08/12/2021 | 202101242 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 2.11 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101242 | 2.11 |
| 08/12/2021 | 202101243 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 54.63 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101243 | 54.63 |
| 08/12/2021 | 202101244 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 67.10 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101244 | 67.10 |
| 08/12/2021 | 202101245 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 6.79 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101245 | 6.79 |
| 08/12/2021 | 202101246 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 19.98 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101246 | 19.98 |
| 08/12/2021 | 202101247 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 10.41 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101247 | 10.41 |
| 08/12/2021 | 202101248 | 10 E 100 | 411222200 | CREDIT CARD | Credit Card Payment AP | 48.50 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101248 | 48.50 |
| 08/12/2021 | 202101249 | 10 E 100 | 411222200 | CREDIT CARD | Credit Card Payment AP | 25.73 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101249 | 25.73 |
| 08/12/2021 | 202101250 | 10 E 800 | 432222200 | CREDIT CARD | Credit Card Payment AP | 132.96 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101250 | 132.96 |
| 08/12/2021 | 202101251 | 10 E 100 | 411222200 | CREDIT CARD | Credit Card Payment AP | 5.28 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101251 | 5.28 |
| 08/12/2021 | 202101252 | 10 E 100 | 411222200 | CREDIT CARD | Credit Card Payment AP | 68.58 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101252 | 68.58 |


| СНЕСК DATE | $\begin{gathered} \text { CHECK } \\ \text { NUMBER } \end{gathered}$ | ACCOUNT NUMBER |  |  | VENDOR |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 08/23/2021 | 202101253 | 10 L 000 | 000 | 811639 | NATIONAL |
|  | 202101253 | 10 L 000 | 000 | 811639 | NATIONAL |
|  | 202101253 | 27 L 000 | 000 | 811639 | NATIONAL |
|  | 202101253 | 10 L 000 | 000 | 811639 | NATIONAL |
|  | 202101253 | 10 L 000 | 000 | 811639 | NATIONAL |
| 08/23/2021 | 202101254 | 10 L 000 | 000 | 811800 | CCF BANK |
|  | 202101254 | 27 L 000 | 000 | 811800 | CCF bank |
|  | 202101254 | 80 L 000 | 000 | 811800 | CCF BANK |
|  | 202101254 | 10 A 000 | 000 | 711101 | CCF BANK |
|  | 202101254 | 27 A 000 | 000 | 711101 | CCF bank |
|  | 202101254 | 50 A 000 | 000 | 711101 | CCF BANK |
|  | 202101254 | 80 A 000 | 000 | 711101 | CCF BANK |

08/23/2021 20210125610 L 000000811612 E 20210125627 L 000000811612 20210125610 L 000000811612 20210125627 L 000000811612 20210125680 L 000000811612 20210125610 L 000000811611 $\begin{array}{llllll}202101256 & 27 & \text { L } 000 & 000 & 811611 \\ 202101256 & 80 & \text { L } 000 & 000 & 811611\end{array}$ 20210125610 L 000000811611 20210125627 L 000000811611 20210125680 L 000000811611 20210125610 L 000000811611 20210125627 L 000000811611 20210125680 L 000000811611 20210125610 L 000000811611 20210125627 L 000000811611 20210125680 L 000000811611 20210125610 L 000000811612 20210125650 L 000000811612 $\begin{array}{llllll}202101256 & 10 & \text { L } 000 & 000811612 \\ 202101256 & 27 & \text { L } 000 & 000811612\end{array}$ 20210125650 L 000000811612 20210125680 L 000000811612 20210125610 L 000000811611 20210125627 L 000000811611 20210125650 L 000000811611 20210125680 L 000000811611 20210125610 L 000000811611 EFTPS 20210125627 L 000000811611 EFTPS 20210125650 L 000000811611 EFTPS 20210125680 L 000000811611 EFTPS 20210125610 L 000000811611 EFTPS 20210125627 L 000000811611 EFTPS 20210125650 L 000000811611 EFTPS 20210125680 L 000000811611 EFTPS 20210125610 L 000000811611 EFTPS 20210125627 L 000000811611 EFTPS 20210125650 L 000000811611 EFTPS 20210125680 L 000000811611 EFTPS

## INVOICE

DESCRIPTION
AMOUNT
7.71
29.76
6.22
19.02
10.10
72.81

204,912.66

| NET PAYROLL 082321 | $204,912.66$ |
| :--- | ---: |
| NET PAYROLL 082321 | $54,775.33$ |
| NET PAYROLL 082321 | 504.17 |
| NET PAYROLL 082321 | $106,663.78$ |
| NET PAYROLL 082321 | $7,171.15$ |
| NET PAYROLL 082321 | $1,027.99$ |
| NET PAYROLL 082321 | 833.16 |
| Totals for 202101254 | $375,888.24$ |


| FEDERAL TAXES | 638.28 |
| :---: | :---: |
| FEDERAL TAXES | 281.08 |
| FEDERAL TAXES | 21,245.01 |
| FEDERAL TAXES | 4,951.53 |
| FEDERAL TAXES | 28.19 |
| FICA TAXES | 18,293.82 |
| FICA TAXES | 4,693.35 |
| FICA TAXES | 40.93 |
| MEDICARE TAXES | 4,278.43 |
| MEDICARE TAXES | 1,097.65 |
| MEDICARE TAXES | 9.57 |
| MEDICARE TAXES | 4,278.43 |
| MEDICARE TAXES | 1,097.65 |
| MEDICARE TAXES | 9.57 |
| FICA TAXES | 18,293.82 |
| FICA TAXES | 4,693.35 |
| FICA TAXES | 40.93 |
| FEDERAL TAXES | 299.07 |
| FEDERAL TAXES | 27.00 |
| FEDERAL TAXES | 6,295.22 |
| FEDERAL TAXES | 623.42 |
| FEDERAL TAXES | 12.37 |
| FEDERAL TAXES | 0.00 |
| FICA TAXES | 8,446.62 |
| FICA TAXES | 600.50 |
| FICA TAXES | 73.35 |
| FICA TAXES | 62.00 |
| MEDICARE TAXES | 1,975.50 |
| MEDICARE TAXES | 140.43 |
| MEDICARE TAXES | 17.16 |
| MEDICARE TAXES | 14.50 |
| MEDICARE TAXES | 1,975.50 |
| MEDICARE TAXES | 140.43 |
| MEDICARE TAXES | 17.16 |
| MEDICARE TAXES | 14.50 |
| FICA TAXES | 8,446.62 |
| FICA TAXES | 600.50 |
| FICA TAXES | 73.35 |
| FICA TAXES | 62.00 |
| Totals for 202101256 | 113,888.79 |



| CHECK | CHECK | ACCOUNT |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| DATE | NUMBER | NUMBER |  |  |  |  |
| 08/04/2021 | 202101267 | 27 | L 0 | 000 | 000 | 811635 |
|  | 202101267 | 10 | A | 000 | 000 | 714200 |
|  | 202101267 | 10 | L 0 | 000 | 000 | 811635 |
|  | 202101267 | 27 | L 0 | 000 | 000 | 811635 |
| 08/30/2021 | 202101268 | 10 | L 0 | 000 | 000 | 811614 |
|  | 202101268 | 27 | L 00 | 000 | 000 | 811614 |
|  | 202101268 | 27 | L 0 | 000 | 000 | 811614 |
|  | 202101268 | 10 | E 1 | 100 | 292 | 110100 |
|  | 202101268 | 10 | E 20 | 200 | 292 | 124000 |
|  | 202101268 | 10 | E 20 | 200 | 292 | 241000 |
|  | 202101268 | 10 | E 4 |  | 292 | 124000 |
|  | 202101268 | 10 | E 4 | 400 | 292 | 127000 |
|  | 202101268 | 10 | E 4 | 400 | 292 | 213000 |
|  | 202101268 | 27 | E 7 | 700 | 292 | 159110 |
|  | 202101268 | 10 | E 8 | 800 | 292 | 211100 |
|  | 202101268 | 10 | E 8 | 800 | 292 | 253300 |
|  | 202101268 | 10 | E 1 | 150 | 292 | 110400 |
|  | 202101268 | 10 | E 1 | 150 | 292 | 110500 |
|  | 202101268 | 27 | E 2 | 200 | 292 | 158100 |

09/07/2021 20210126910 A 000000711101 20210126927 A 000000711101 20210126980 A 000000711101

09/07/2021
20210127010 L 000000811612
20210127027 L 000000811612
20210127010 L 000000811612 20210127027 L 000000811612 20210127080 L 000000811612 20210127010 L 000000811612 20210127010 L 000000811611 20210127027 L 000000811611 20210127080 L 000000811611 20210127010 L 000000811611 20210127027 L 000000811611 20210127080 L 000000811611 20210127010 L 000000811611 20210127027 L 000000811611 EFTPS 20210127080 L 000000811611 EFTPS 20210127010 L 000000811611 EFTPS 20210127027 L 000000811611 EFTPS 20210127080 L 000000811611 EFTPS
$\begin{array}{ll}\text { CCF } & \text { BANK } \\ \text { CCF } & \text { BANK } \\ \text { CCF BANK }\end{array}$

## EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> EFTPS <br> FTPS

## INVOICE

| VENDOR | DESCRIPTION | AMOUNT |
| :---: | :---: | :---: |
| DELTA DENTAL | CLAIMS AUG 12-18 | 1,377.91 |
| DELTA DENTAL | CLAIMS AUG 19-25, ADMIN FEES, | -199.87 |
|  | RETIREE PREM ADJUSTMENT |  |
| DELTA DENTAL | CLAIMS AUG 19-25, ADMIN FEES, | 4,113.65 |
|  | RETIREE PREM ADJUSTMENT |  |
| DELTA DENTAL | CLAIMS AUG 19-25, ADMIN FEES, | 884.00 |
|  | RETIREE PREM ADJUSTMENT |  |
|  | Totals for 202101267 | 23,362.09 |

DIVERSIFIED BENEFIT SERVICES I FSA BEN CARD AUG 2021 1,624.58 DIVERSIFIED BENEFIT SERVICES I FSA BEN CARD AUG 2021 150.34 DIVERSIFIED BENEFIT SERVICES I FSA REMIMBURSEMENT AUG 13, 174.38 2021
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021 1,400.34
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021 2,282.14
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021 2,266.68
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021142.15
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021 1,954.23
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021 1,054.60
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021748.78
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021 2,500.00
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021 2,500.00
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021 1,959.58
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021
DIVERSIFIED BENEFIT SERVICES I HRS REIMBURSEMENTS AUG 2021
Totals for 202101268

| NET PAYROLL 090721 | $290,544.78$ |
| :--- | ---: |
| NET PAYROLL 090721 | $61,182.56$ |
| NET PAYROLL 090721 | 637.04 |
| Totals for 202101269 | $352,364.38$ |


| FEDERAL TAXES | $1,251.96$ |
| :--- | ---: |
| FEDERAL TAXES | 281.08 |
| FEDERAL TAXES | $29,699.20$ |
| FEDERAL TAXES | $5,719.78$ |
| FEDERAL TAXES | 49.90 |
| ADD'L FEDERAL TAX | 200.83 |
| FICA TAXES | $25,769.82$ |
| FICA TAXES | $5,262.67$ |
| FICA TAXES | 52.96 |
| MEDICARE TAXES | $6,026.90$ |
| MEDICARE TAXES | $1,230.75$ |
| MEDICARE TAXES | 12.39 |
| MEDICARE TAXES | $6,026.90$ |
| MEDICARE TAXES | $1,230.75$ |
| MEDICARE TAXES | 12.39 |
| FICA TAXES | $25,769.82$ |
| FICA TAXES | $5,262.67$ |
| FICA TAXES | 52.96 |

1,251.96
281.08

29,699.20
719.78
200.83

5,769. 82
52.96

6,026.90
1,230.75
12.39

6,026.90
230.75

25,769.82
5,262.67
$113,913.73$

GREAT-WEST RETIREMENT SERVICES DEFERRED COMPENSATION
GREAT-WEST RETIREMENT SERVICES DEFERRED COMPENSATION

2,458.00 42.00

2,500.00


| CHECK | CHECK ACCOUNT |  |  |  | INVOICE | AMOUNT |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| DATE | NUMBER N | NUMBER |  | VENDOR | DESCRIPTION |  |
|  | 202101275 | 10 E 800 | 342221400 | CREDIT CARD | Invoice. |  |
|  |  |  |  |  | Credit Card Payment AP | 100.00 |
|  | 202101275 |  |  |  | Invoice. |  |
|  |  | 10 E 800 | 221400 | CREDIT | Credit Card Payment AP | 100.00 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 221400 | CREDIT | Credit Card Payment AP | 100.00 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 221400 | CREDIT CARD | Credit Card Payment AP | 100.00 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 342221400 | CREDIT CARD | Credit Card Payment AP | 100.00 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 342221400 | CREDIT CARD | Credit Card Payment AP | 100.00 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 100.00 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 411231100 | CREDIT CARD | Credit Card Payment AP | 168.80 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 45.56 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 7.26 |
|  |  |  |  |  | Invoice. |  |
|  | 2021012751 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 42.50 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 6.48 |
|  |  |  |  |  | Invoice. |  |
|  | 2021012751 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 74.00 |
|  |  |  |  |  | Invoice. |  |
|  | 2021012751 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 75.00 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 49.00 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 800 | 411232100 | CREDIT CARD | Credit Card Payment AP | 21.05 |
|  |  |  |  |  | Invoice. |  |
|  | $202101275$ | 10 E 800 | 411295000 | CREDIT CARD | Credit Card Payment AP | 40.50 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 187.97 |
|  |  |  |  |  | Invoice. |  |
|  | 202101275 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 24.76 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101275 | 2,631.49 |
| 09/12/2021 | 202101276 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 259.98 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101276 | 259.98 |
| 09/12/2021 | 202101277 | 10 E 800 | 481295000 | CREDIT CARD | Credit Card Payment AP | 999.51 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101277 | 999.51 |
| 09/12/2021 | 202101278 | 10 E 800 | 411295000 | CREDIT CARD | Credit Card Payment AP | 5.07 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101278 | 5.07 |
| 09/12/2021 | 202101279 | 10 E 800 | 411254300 | CREDIT CARD | Credit Card Payment AP | 641.98 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101279 | 641.98 |






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| DATE | NUMBER | NUMBER |  | VENDOR | DESCRIPTION | AMOUNT |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101332 | 5,598.50 |
| 09/12/2021 | 202101333 | 10 E 800 | 355263300 | CREDIT CARD | Credit Card Payment AP | 137.24 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101333 | 137.24 |
| 09/12/2021 | 202101334 | 10 E 800 | 324254300 | CREDIT CARD | Credit Card Payment AP | 2,042.15 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101334 | 2,042.15 |
| 09/12/2021 | 202101335 | 10 E 100 | 411110000 | CREDIT CARD | Credit Card Payment AP | 9.30 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101335 | 9.30 |
| 09/12/2021 | 202101336 | 10 E 800 | 355263300 | CREDIT CARD | Credit Card Payment AP | 210.45 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101336 | 210.45 |
| 09/12/2021 | 202101337 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 61.68 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101337 | 61.68 |
| 09/12/2021 | 202101338 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 26.34 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101338 | 26.34 |
| 09/12/2021 | 202101339 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 80.13 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101339 | 80.13 |
| 09/12/2021 | 202101340 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 9.44 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101340 | 9.44 |
| 09/12/2021 | 202101341 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 73.37 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101341 | 73.37 |
| 09/12/2021 | 202101342 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 15.81 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101342 | 15.81 |
| 09/12/2021 | 202101343 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 108.20 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101343 | 108.20 |
| 09/12/2021 | 202101344 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 34.96 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101344 | 34.96 |
| 09/12/2021 | 202101345 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 25.94 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101345 | 25.94 |
| 09/12/2021 | 202101346 | 10 E 150 | 411110450 | CREDIT CARD | Credit Card Payment AP | 10.55 |







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|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101416 | 2,249.00 |
| 09/12/2021 | 202101417 | 27 E 700 | 411158000 | CREDIT CARD | Credit Card Payment AP | 35.91 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101417 | 35.91 |
| 09/12/2021 | 202101418 | 27 E 700 | 411158000 | CREDIT CARD | Credit Card Payment AP | 270.49 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101418 | 270.49 |
| 09/12/2021 | 202101419 | 80 E 800 | 411310000 | CREDIT CARD | Credit Card Payment AP | 49.33 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101419 | 49.33 |
| 09/12/2021 | 202101420 | 27 E 100 | 411152000 | CREDIT CARD | Credit Card Payment AP | 1,499.97 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101420 | 1,499.97 |
| 09/12/2021 | 202101421 | 27 E 700 | 411158000 | CREDIT CARD | Credit Card Payment AP | 52.73 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101421 | 52.73 |
| 09/12/2021 | 202101422 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | 63.96 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101422 | 63.96 |
| 09/12/2021 | 202101423 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | -9.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101423 | -9.00 |
| 09/12/2021 | 202101424 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | 54.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101424 | 54.00 |
| 09/12/2021 | 202101425 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 10.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101425 | 10.00 |
| 09/12/2021 | 202101426 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | 22.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101426 | 22.00 |
| 09/12/2021 | 202101427 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | 53.94 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101427 | 53.94 |
| 09/12/2021 | 202101428 | 10 E 200 | 310120000 | CREDIT CARD | Credit Card Payment AP | 7.99 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101428 | 7.99 |
| 09/12/2021 | 202101429 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | 67.90 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101429 | 67.90 |
| 09/12/2021 | 202101430 | 10 E 200 | 411120000 | CREDIT CARD | Credit Card Payment AP | 29.91 |







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| DATE | NUMBER | NUMBER |  | VENDOR | DESCRIPTION | AMOUNT |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101500 | 8.43 |
| 09/12/2021 | 202101501 | 27 E 700 | 411158000 | CREDIT CARD | Credit Card Payment AP | 185.13 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101501 | 185.13 |
| 09/12/2021 | 202101502 | 27 E 700 | 411158000 | CREDIT CARD | Credit Card Payment AP | 27.70 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101502 | 27.70 |
| 09/12/2021 | 202101503 | 10 E 400 | 411241000 | CREDIT CARD | Credit Card Payment AP | 70.37 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101503 | 70.37 |
| 09/12/2021 | 202101504 | 10 E 400 | 411241000 | CREDIT CARD | Credit Card Payment AP | 42.43 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101504 | 42.43 |
| 09/12/2021 | 202101505 | 10 E 400 | 411141000 | CREDIT CARD | Credit Card Payment AP | 64.83 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101505 | 64.83 |
| 09/12/2021 | 202101506 | 10 E 400 | 411141000 | CREDIT CARD | Credit Card Payment AP | 15.00 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101506 | 15.00 |
| 09/12/2021 | $202101507$ | 10 E 400 | 411241000 | CREDIT CARD | Credit Card Payment AP | 317.28 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101507 | 317.28 |
| 09/12/2021 | 202101508 | 10 E 400 | 411143000 | CREDIT CARD | Credit Card Payment AP | 10.52 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101508 | 10.52 |
| 09/12/2021 | 202101509 | 10 E 400 | 411143000 | CREDIT CARD | Credit Card Payment AP | 61.94 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101509 | 61.94 |
| 09/12/2021 | 202101510 | 10 E 400 | 411241000 | CREDIT CARD | Credit Card Payment AP | 12.47 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101510 | 12.47 |
| 09/12/2021 | 202101511 | 10 E 400 | 411143000 | CREDIT CARD | Credit Card Payment AP | 14.76 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101511 | 14.76 |
| 09/12/2021 | 202101512 | 10 E 400 | 411123000 | CREDIT CARD | Credit Card Payment AP | 2.39 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101512 | 2.39 |
| 09/12/2021 | 202101513 | 10 E 400 | 411241000 | CREDIT CARD | Credit Card Payment AP | 126.22 |
|  |  |  |  |  | Invoice. |  |
|  |  |  |  |  | Totals for 202101513 | 126.22 |
| 09/12/2021 | 202101514 | 10 E 400 | 411241000 | CREDIT CARD | Credit Card Payment AP | 20.15 |





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| 08/23/2021 | 212200108 | 10 | L 000 | 000 | 811638 |
|  | 212200108 | 27 | L 000 | 000 | 811638 |
|  | 212200108 | 10 | L 000 | 000 | 811636 |
|  | 212200108 | 10 | L 000 | 000 | 811637 |
|  | 212200108 | 10 | L 000 | 000 | 811638 |
| 08/23/2021 | 212200109 | 10 | L 000 | 000 | 811634 |
|  | 212200109 | 27 | L 000 | 000 | 811634 |
|  | 212200109 | 10 | L 000 | 000 | 811634 |
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| DESCRIPTION |  | AMOUNT |
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| AD\&D/LIFE INS BENEFITS |  | 193.20 |
| AD\&D/LIFE INS BENEFITS |  | 7.31 |
| AUG ADJUSTMENT |  | 384.06 |
| AUG ADJUSTMENT |  | 38.62 |
| AUG ADJUSTMENT | -26.01 |  |
| Totals for 212200108 | $5,628.57$ |  |


| LIFE INS PREMIUMS | 361.27 |
| :--- | ---: |
| LIFE INS PREMIUMS | 96.37 |
| LIFE INS BENEFITS | 174.39 |
| LIFE INS BENEFITS | 31.89 |
| LIFE INS PREMIUMS | 361.27 |
| LIFE INS PREMIUMS | 96.37 |
| LIFE INS BENEFITS | 174.39 |
| LIFE INS BENEFITS | 31.89 |
| LIFE INS PREMIUMS | 124.87 |
| LIFE INS PREMIUMS | 7.02 |
| LIFE INS BENEFITS | 37.76 |
| LIFE INS BENEFITS | 4.63 |
| LIFE INS PREMIUMS | 193.49 |
| LIFE INS PREMIUMS | 7.02 |
| LIFE INS BENEFITS | 68.42 |
| LIFE INS BENEFITS | 4.63 |
| AUG ADJUSTMENT | -4.89 |
| AUG ADJUSTMENT | -0.89 |
|  | Totals for 212200109 |

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31.89
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37.76
4.63
93.49
7.02
68.42
4.63 -0.89

1,769.90
94.78

2,518.34
958.87
326.85
194.22

34,884.43
8,614.49
4,984.46 766.84

20,375.23
7,757.93
2,644.36
1,571.28
4,311.68
1,064.74
616.07
94.78

2,518.34
958.87 326.85 194.22

34,884.43
8,614.49
4,984.46
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$20,375.23$



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| DATE | NUMBER | NUMBER |  |  | VENDOR | DESCRIPTION | AMOUNT |
|  |  |  |  |  |  | UC Licensing will be paid for over 5 years. <br> Totals for 212200130 | 6,044.65 |
| 08/30/2021 | 212200131 | 10 E 800 | 411 | 253300 | HILLYARD, INC - EAU CLAIRE | DISINFECTANT, TOWELS, LAUNDRY | 6,073.86 |
|  |  |  |  |  |  | DETERGENT-21/22 MAINTENANCE |  |
|  |  |  |  |  |  | Totals for 212200131 | 6,073.86 |
| 08/30/2021 | 212200132 | 10 E 400 | 187 | 162210 | KLEINKE, CLIFFORD | VARSITY FOOTBALL | 40.00 |
|  |  |  |  |  |  | EVENT-08/13/2021 |  |
|  |  |  |  |  |  | Totals for 212200132 | 40.00 |
| 08/30/2021 | 212200133 | 10 E 400 | 310 | 162210 | KONWINSKI, DALE | VARSITY FOOTBALL |  |
|  |  |  |  |  |  | OFFICIAL-08/13/2021 |  |
|  |  |  |  |  |  | Totals for 212200133 | 100.00 |
| 08/30/2021 | 212200134 | 10 E 800 |  | 232100 | NAVIGATE360, LLC | ELEARNING- IN CLIENT LEARNING | $6,004.17$ |
|  |  |  |  |  |  | MANAGEMENT SYSTEM |  |
|  |  |  |  |  |  | Totals for 212200134 | 6,004.17 |
| 08/30/2021 | 212200135 | 10 E 400 | 187 | 162210 | SANDEN, BRUCE | VARSITY FOOTBALL | 40.00 |
|  |  |  |  |  |  | EVENT-08/13/2021 |  |
|  |  |  |  |  |  | Totals for 212200135 | 40.00 |
| 08/30/2021 | 212200136 | 10 E 100 | 411 | 110101 | SCHOOL SPECIALTY, LLC | Kindergarten Consumables Totals for 212200136 | 562.29 |
|  |  |  |  |  |  |  | 562.29 |
| 08/30/2021 | 212200137 | 10 E 400 | 187 | 162210 | SKOGSTAD, CHAD | VARSITY FOOTBALL | $40.00$ |
|  |  |  |  |  |  | EVENT-08/13/2021 |  |
|  |  |  |  |  |  | Totals for 212200137 | 40.00 |
| 09/07/2021 | 212200138 | 10 E 800 | 291 | 221300 | ARNOLD, KAYLA | REIM. FOR 2021 SUMMER SESSION-SPED | 400.00 |
|  |  |  |  |  |  | Totals for 212200138 | 400.00 |
| $09 / 07 / 2021$ | 212200139 | 10 E 800 | 411 | 254300 | AUDIO ARCHITECTS INC | 4 Clocks for AHS and 4 Clocks for AMS. | 1,068.68 |
|  |  |  |  |  |  | Totals for 212200139 | 1,068.68 |
| 09/07/2021 | 212200140 | 10 E 800 | 310 | 162101 | BALDWIN, COOPER | Arrangements for Locomotion Totals for 212200140 | 4,000.00 |
|  |  |  |  |  |  |  | 4,000.00 |
| 09/07/2021 | 212200141 | 10 E 400 | 187 | 162210 | BOYARSKI, JASON | GAME WORKER-JV | 40.00 |
|  |  |  |  |  |  | FOOTBALL-08/23/2021 |  |
|  |  |  |  |  |  | Totals for 212200141 | 40.00 |
| 09/07/2021 | 212200142 | 27 E 700 | 411 | 158000 | CAMBIUM LEARNING GROUP | TransMath MS \& HS materials | 862.40 |
|  |  |  |  |  |  | Totals for 212200142 | 862.40 |
| 09/07/2021 | 212200143 | 10 E 800 | 470 | 120000 | CPM EDUCATION PROGRAM | ```Additional CPM Pre-Calculus student ebook licenses Totals for 212200143``` | 1,580.99 |
|  |  |  |  |  |  |  | 1,580.99 |
| 09/07/2021 | 212200144 | 10 E 800 | 411 | 253300 | HILLYARD, INC - EAU CLAIRE | 21/22 MAINTENANCE | 5,071.26 |
|  | 212200144 | 10 E 800 | 411253300 |  | HILLYARD, INC - EAU CLAIRE | AERO WATER BASED SS CLNR- | 70.56 |
|  |  |  |  |  | 21/22 MAINTENANCE |  |  |



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| DATE | NUMBER | NUMBER |  |  | VENDOR | DESCRIPTION | AMOUNT |
| 09/07/2021 | 212200159 | 10 E 400 | 310 | 162210 | WALTER, CRAIG | OFFICIAL-JV | 60.00 |
|  |  |  |  |  |  | FOOTBALL-08/20/2021 |  |
|  |  |  |  |  |  | Totals for 212200159 | 60.00 |
| 09/08/2021 | 212200160 | 10 L 000 | 000 | 811633 | AUL HEALTH BENEFIT TRUST | SUPPORT STAFF HRA | 555.00 |
|  |  |  |  |  |  | CONTRIBUTIONS~SEPT, 2021 |  |
|  |  |  |  |  |  | Totals for 212200160 | 555.00 |
| 09/08/2021 | 212200161 | 10 L 000 | 000 | 811670 | VOYA INSTITUTIONAL TRUST COMPA | PLAN \#VFQ242 | 270.00 |
|  | 212200161 | 27 L 000 | 000 | 811670 | VOYA INSTITUTIONAL TRUST COMPA | PLAN \#VFQ242 | 55.00 |
|  | 212200161 | 10 L 000 | 000 | 811670 | VOYA INSTITUTIONAL TRUST COMPA | PLAN \#VFQ242 | 1,291.67 |
|  | 212200161 | 27 L 000 | 000 | 811670 | VOYA INSTITUTIONAL TRUST COMPA | PLAN \#VFQ242 | 29.17 |
|  | 212200161 | 80 L 000 | 000 | $811670$ | VOYA INSTITUTIONAL TRUST COMPA | PLAN \#VFQ242 | 12.50 |
|  |  |  |  |  |  | Totals for 212200161 | 1,658.34 |
| 09/16/2021 | 212200162 | 10 E 800 | 342 | 252000 | BOHL, ELYS | MILEAGE REIMB.-BOOKKEEPER | 184.80 |
|  |  |  |  |  |  | CONF. |  |
|  |  |  |  |  |  | Totals for 212200162 | 184.80 |
| 09/16/2021 | 212200163 | 80 E 200 | 187 | 392210 | BOYARSKI, JASON | EVENT-FOOTBALL MS 9/7/21 | 70.00 |
|  | 212200163 | 10 E 400 | 187 | 162210 | BOYARSKI, JASON | EVENT-FB-9/3/21 | 40.00 |
|  |  |  |  |  |  | Totals for 212200163 | 110.00 |
| 09/16/2021 | 212200164 | 10 E 800 | 324 | 254300 | BRAUN CORPORATION LLC | Preventative Maintenance | 2,167.00 |
|  |  |  |  |  |  | Service Agreement <br> Totals for 212200164 | 2,167.00 |
| 09/16/2021 | 212200165 | 10 E 800 | 411 | 295000 | CDW GOVERNMENT, INC. | LOGI Z200 | 139.50 |
|  |  |  |  |  |  | SPEAKERS-BLACK-Blanket PO for |  |
|  |  |  |  |  |  | 21-22 Misc Purchases |  |
|  |  |  |  |  |  | Totals for 212200165 | 139.50 |
| 09/16/2021 | 212200166 | 10 E 800 | 332 | 253300 | CHIPPEWA VALLEY ENERGY | \#2 DYEd-ANNUAL BLANKET FUEL | 370.59 |
|  |  |  |  |  |  | ```OIL FOR 809 7TH ST W Totals for 212200166``` | 370.59 |
| 09/16/2021 | 212200167 | 10 E 150 | 411 | 241000 | Staples advantage | School Supplies | 68.40 |
|  | 212200167 | 10 E 400 | 411 | 124000 | Staples advantage | Math supplies | 98.05 |
|  | 212200167 | 10 E 400 | 411 | 125400 | Staples advantage | Binders for HS Choirs | 207.28 |
|  | 212200167 | 10 E 200 | 411 | 241000 | STAPLES ADVANTAGE | office supplies/roll paper | 358.50 |
|  |  |  |  |  |  | Totals for 212200167 | 732.23 |
| 09/16/2021 | 212200168 | 10 E 800 | 470 | 120000 | CPM EDUCATION PROGRAM | PO\#8002200060-CPM Math | 2,311.49 |
|  |  |  |  |  |  | Resources |  |
|  |  |  |  |  |  | Totals for 212200168 | 2,311.49 |
| 09/16/2021 | 212200169 | 10 E 800 | 310 | 252105 | DIVERSIFIED BENEFIT SERVICES I | SEPTEMBER HRA- BLANKET PO | 734.44 |
|  |  |  |  |  |  | HRA-HEALTH REIMBURSEMENT |  |
|  |  |  |  |  |  | ARRANGEMENT ADMINISTRATIVE |  |
|  |  |  |  |  |  | SERVICES |  |
|  |  |  |  |  |  | Totals for 212200169 | 734.44 |
| 09/16/2021 | 212200170 | 10 E 400 | 411 | 126000 | FLINN SCIENTIFIC INC. | classroom $\begin{aligned} & \text { supplies } \\ & \text { Totals for } 212200170\end{aligned}$ | 164.16 |
|  |  |  |  |  |  |  | 164.16 |


| CHECK | CHECK | ACCOUNT |  |  |  |  | INVOICE |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| DATE | NUMBER | NUMBER |  |  |  | VENDOR | DESCRIPTION | AMOUNT |
| 09/16/2021 | 212200171 | 10 | E 800 | 310 | 232100 | HURON CONSULTING SERVICES, LLC | EVIDENCE BASED LEADERSHIP | 9,405.00 |
|  |  |  |  |  |  |  | COACHING 7/1/21 TO 6/30/2024 |  |
|  |  |  |  |  |  |  | Totals for 212200171 | 9,405.00 |
| 09/16/2021 | 212200172 | 10 | E 800 | 324 | 254300 | INNOVATIONAL WATER SOLUTIONS | HYDRONIC SYSTEM MAN. | 619.40 |
|  |  |  |  |  |  |  | 21/22-SEMI ANNUAL BLANKET |  |
|  |  |  |  |  |  |  | PO-BOILER WATER TREATMENT AND |  |
|  |  |  |  |  |  |  | TESting |  |
|  |  |  |  |  |  |  | Totals for 212200172 | 619.40 |
| 09/16/2021 | 212200173 | 10 | E 400 | 187 | 162210 | KENT, STEVEN | EVENT FB VARSITY-09/10/21 | 40.00 |
|  |  |  |  |  |  |  | Totals for 212200173 | 40.00 |
| 09/16/2021 | 212200174 | 10 | E 400 | 187 | 162210 | KLEINKE, CLIFFORD | EVENT FB VARSITY-09/10/21 | 80.00 |
|  | 212200174 | 10 | E 400 | 187 | 162210 | KLEINKE, CLIFFORD | EVENT-FB VARSITY-9/3/21 | 40.00 |
|  |  |  |  |  |  |  | Totals for 212200174 | 120.00 |
| 09/16/2021 | 212200175 | 27 | E 700 | 411 | 158000 | KRONENBERG, JENNIFER | REIMB-FURNITURE FOR | 79.98 |
|  |  |  |  |  |  |  | ELEM. SOCIAL WORKER |  |
|  |  |  |  |  |  |  | Totals for 212200175 | 79.98 |
| 09/16/2021 | 212200176 | 10 | E 100 | 411 | 121000 | NASCO | GLAZE | 33.36 |
|  | 212200176 | 10 | E 200 | 411 | 124008 | NASCO | Basic math curricular | 171.13 |
|  |  |  |  |  |  |  | classroom supplies |  |
|  | 212200176 | 10 | E 200 | 411 | 121000 | NASCO | Supplies for Drawing and | 1,798.60 |
|  |  |  |  |  |  |  | Painting, Mixed Media/Fun |  |
|  |  |  |  |  |  |  | with Fibers, Ceramics and |  |
|  |  |  |  |  |  |  | Sculpture, Art Around the |  |
|  |  |  |  |  |  |  | World and Scratching the |  |
|  |  |  |  |  |  |  | Surface. |  |
|  |  |  |  |  |  |  | Totals for 212200176 | 2,003.09 |
| 09/16/2021 | 212200177 | 10 | E 800 | 324 | 254300 | NET GUARD SECURITY SOLUTIONS | Monitoring of 4K Fire System | 216.00 |
|  | 212200177 | 10 | E 800 | 324 | 254300 | NET GUARD SECURITY SOLUTIONS | Monitoring of 4K Fire System | 372.00 |
|  | 212200177 | 10 | E 800 | 324 | 254300 | NET GUARD SECURITY SOLUTIONS | Monitoring of 4K Fire System | 216.00 |
|  | 212200177 | 10 | E 800 | 324 | 254300 | NET GUARD SECURITY SOLUTIONS | Monitoring of 4K Fire System | 840.00 |
|  |  |  |  |  |  |  | Totals for 212200177 | 1,644.00 |
| 09/16/2021 | 212200178 | 10 | E 800 | 470 | 120000 | NEWSELA | NewsEla subscription for 4 th - 12 Grade. | 8,316.00 |
|  |  |  |  |  |  |  | Totals for 212200178 | 8,316.00 |
| 09/16/2021 | 212200179 | 10 | E 400 | 310 | 162216 | NUGENT, JAMES | OFFICIATE-BOYS SOCCER-9/2/21 | 100.00 |
|  |  |  |  |  |  |  | Totals for 212200179 | 100.00 |
| 09/16/2021 | 212200180 | 10 | E 400 | 310 | 162210 | PRINCE, JEFFREY | OFFICATE-FB V-9/3/21 | 100.00 |
|  |  |  |  |  |  |  | Totals for 212200180 | 100.00 |
| 09/16/2021 | 212200181 | 10 | E 400 | 310 | 162210 | PRINCE, RICK | OFFICATE-FB V-9/3/21 | 100.00 |
|  |  |  |  |  |  |  | Totals for 212200181 | 100.00 |
| 09/16/2021 | 212200182 | 10 | E 200 | 411 | 124008 | QUILL CORPORATION | Basic math curricular | 45.89 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Totals for 212200182 | 45.89 |
| 09/16/2021 | 212200183 | 10 | E 400 | 310 | 162121 | RUPNOW, CHARLES | OFFICIATE-VOLLEYBALL-09/02/202 | 150.00 |




## FUND S UMMARY

| FUND | DESCRIPTION | BALANCE SHEET | REVENUE | EXPENSE | TOTAL |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 10 | GENERAL | 1,128,637.72 | 66.95 | 461,830.36 | 1,590,535.03 |
| 21 | SPECIAL REVENUE TRUST FUND | 0.00 | 0.00 | 2,128.33 | 2,128.33 |
| 27 | SPECIAL EDUCATION FUND | 226,245.54 | 0.00 | 20,222.38 | 246,467.92 |
| 50 | FOOD SERVICE | 1,595.29 | 0.00 | 29,177.30 | 30,772.59 |
| 80 | COMMUNITY SERVICE | 2,614.79 | 0.00 | 3,634.99 | 6,249.78 |
| *** | nd Summary Totals *** | 1,359,093.34 | 66.95 | 516,993.36 | 1,876,153.65 |





| Used By | Name | Tran Date Tran ID Card Number | Where Used | Purch Vendo | Imp Date Post Date | Status | App | Amount |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Line | Description | PO Number Invoice Number | Invoice Dt | Amount |  |  |  |
| CHWALSHAOOO | CHWALA SHARON M | continued... |  |  |  |  |  |  |
|  |  | 07/19/2021 23528 xxxxxxxxxxxxxxxx | Amzn Mktp US 2e2sd2m01, Amzn.Co |  | 08/17/2021 | Invoiced | A | 37.23 |
|  | 2 | shelf, standing desk, office supplies | 8102100183 0705921-210800067 | 08/05/2021 | 37.23 |  |  |  |
|  |  | 07/16/2021 23548 xxxxxxxxxxxxxxxx | Advanced Disposal Onli, 8664965 |  | 08/17/2021 | Invoiced | A | 2,037.15 |
|  | 2 | GARBAGE SERVICE (ADVANCED DISPOSAL) | $80022000160705921-210800036$ | 08/05/2021 | 2,037.15 |  |  |  |
|  |  | 07/14/2021 23527 XXXXXXXXXXXXXXXX | Amzn Mktp US 291030wb0, Amzn.Co |  | 08/17/2021 | Invoiced | A | 508.00 |
|  | 2 | shelf, standing desk, office supplies | 8102100183 0705921-210800068 | 08/05/2021 | 508.00 |  |  |  |
|  |  | 07/14/2021 23547 XXXXXXXXXXXXXXXX | Employers Assurance Co, 8886826 |  | 08/17/2021 | Invoiced | A | 11,192.00 |
|  | 2 | WORK COMP PREMIUMS ~EMPLOYERS ASSURANCE CO | 8002200010 0705921-210800037 | 08/05/2021 | 11,192.00 |  |  |  |
|  |  | 07/13/2021 23525 xxxxxxxxxxxxxxxx | Paypal Upliftdesk, 4029357733, |  | 08/17/2021 | Invoiced | A | 878.00 |
|  | 1 |  | 0705921-210800027 | 08/05/2021 | 878.00 |  |  |  |
|  |  | 07/13/2021 23526 xxxxxxxxxxxxxxxx | Amzn Mktp US 294kg7u40, Amzn.Co |  | 08/17/2021 | Invoiced | A | 14.99 |
|  | 2 | shelf, standing desk, office supplies | 8102100183 0705921-210800069 | 08/05/2021 | 14.99 |  |  |  |
|  |  | 07/09/2021 23523 xxxxxxxxxxxxxxxx | Amzn Mktp US 299y68890, Amzn.Co |  | 08/17/2021 | Invoiced | A | 5.97 |
|  | 2 | shelf, standing desk, office supplies | 8102100183 0705921-210800070 | 08/05/2021 | 5.97 |  |  |  |
|  |  | 07/09/2021 23524 XXXXXXXXXXXXXXXX | Amzn Mktp US 2927x2w41, Amzn.Co |  | 08/17/2021 | Invoiced | A | 199.99 |
|  | 2 | shelf, standing desk, office supplies | 8102100183 0705921-210800071 | 08/05/2021 | 199.99 |  |  |  |
|  |  | 07/08/2021 23546 Xxxxxxxxxxxxxxxx | Att Bus Phone Pmt, 800-704-4808 |  | 08/17/2021 | Invoiced | A | 210.45 |
|  | 2 | AT\&T SERVICE | 8002200017 0705921-210800038 | 08/05/2021 | 210.45 |  |  |  |
|  |  | 07/07/2021 23522 xxxxxxxxxxxxxxxx | Yourmember-Careers, 7274976565, |  | 08/17/2021 | Invoiced | A | 229.00 |
|  | 1 |  | 0705921-210800027 | 08/05/2021 | 229.00 |  |  |  |
|  |  | 07/01/2021 23373 xxxxxxxxxxxxxxxx | The Webstaurant Store, 717-392- |  | 07/06/2021 | Invoiced | A | 6,098.85 |
|  | 2 | Various items for school kitchens | 80021001460705921-210700074 | 07/05/2021 | 6,098.85 |  |  |  |
|  |  | 07/01/2021 23374 xxxxxxxxxxxxxxxx | Vzwrlss Ivr Vb, 800-922-0204, F |  | 07/06/2021 | Invoiced | A | 40.05 |
|  | 1 |  | 0705921-210700002 | 07/05/2021 | 40.05 |  |  |  |
|  |  | 07/01/2021 23383 XXXXXXXXXXXXXXXX | Mancinos Grinders \& Pi, Eau Cla |  | 07/06/2021 | Invoiced | A | 153.02 |
|  | 1 |  | 0705921-210700002 | 07/05/2021 | 153.02 |  |  |  |
|  |  |  | 19 transaction( | (s) for CHWA | SHA000. Total Amount | ==> |  | 22,620.36 |
| DAVIDBRI000 | DAVID BRITTANY J | 07/26/2021 23600 Xxxxxxxxxxxxxxxx | Teacherspayteachers.Co, 6465880 |  | 08/17/2021 | Invoiced | A | 5.28 |
|  | 2 | Library organization, posters, and lesson reso | $10022000220705921-210800125$ | 08/05/2021 | 5.28 |  |  |  |
|  |  | 07/13/2021 23599 xxxxxxxxxxxxxxxx | Teacherspayteachers.Co, 6465880 |  | 08/17/2021 | Invoiced | A | 68.58 |
|  | 2 | Teachers Pay Teachers: Non-fiction section lab | 1002200018 0705921-210800126 | 08/05/2021 | 68.58 |  |  |  |
|  |  |  | nsaction(s) | s) for DAVID | RI000. Total Amount $=$ | $=$ => |  | 73.86 |
| ELIOPHEIOOO | ELIOPOULOS HEIDI | 07/27/2021 23564 Xxxxxxxxxxxxxxxx | Wasda, Madison, WI, 53704, US |  | 08/17/2021 | Invoiced | A | 1,600.00 |
|  | 1 |  | 0705921-210800027 | 08/05/2021 | 1,600.00 |  |  |  |



07/27/2021 23467 XXXXXXXXXXXXXXXX Amzn Mktp US 2p0069391, Amzn.Co
2 Pack of 50 lanyards

3 Pack of 1100 sheets of origami paper $80022000140705921-210800099$ $80022000140705921-210800099$
$80022000140705921-210800099$

08/05/2021
07/26/2021 23464 XXXXXXXXXXXXXXXX Teacherspayteachers.Co, 6465880
2 stem projects in my classroom related to scien $80021001580705921-210800100$
08/05/2021
07/23/2021
23462 Xxxxxxxxxxxxxxxx Amazon. Com 2e0nn2ial A, Amzn.Co
2 Bulk Klennex
07/23/2021
5 Markers
07/22/2021
23463 xxxxxxxxxxxxxxxx
08/05/2021

08/05/2021

2 Teacher Pay Teacher and Walmart for materials 8002100160 0705921-210800103 08/05/2021 07/21/2021

23459 XXXXXXXXXXXXXXXX Wal-Mart \#1669, Eau Claire, WI,
2 Supplies for Getting Ready for
23460 XXXXXXXXXXXXXXXX Amzn Mktp US 2e7wd8kk1, Amzn.Co
2 Pack of 50 lanyards
3 Pack of 1100 sheets of origami paper
23458 xxxxxxxxxxxxxxx $80022000140705921-210800105$

## 07/21/2021

07/20/2021
458 XXXXXXXXXXXXXXXX Wal-Mart \#5373, Chippewa Fall,
8/05/2021

3 Marker
4 Crayons
6 Labels
7 Dry Erase Markers
8 Kleenex
07/19/2021
2 Snacks, Crafts, Games
07/15/2021
23457 XXXXXXXXXXXXXXXX Wm Supercenter \#1669, Eau Clair 8002100126 0705921-210800107
23454 XXXXXXXXXXXXXXXX Amazon.Com 2e1o341e1, Amzn.Com/
2 stem projects in my classroom related to scien $80021001580705921-210800108$ 08/05/2021
07/15/2021
23455 xxxxxxxxxxxxxxxx Wm Supercenter \#1669, Eau Clair
3 Embroidery Thread
6 Watercolor Paint
8 Sharpies
10 Duct Tape
11 Masking Tape
07/15/2021

1150 bananas, vanilla yogurt, 50 skewers, 50 bow $80021001300705921-210800110$ 08/05/2021
07/14/2021 23453 XXXXXXXXXXXXXXXX Teacherspayteachers.Co, 6465880
2 stem projects in my classroom related to scien $80021001580705921-210800111$ 08/05/2021

| 08/17/2021 | Invoiced | A | 39.98 |
| :---: | :---: | :---: | :---: |
| 29.28 |  |  |  |
| 10.70 |  |  |  |
| 08/17/2021 | Invoiced | A | 12.00 |
| 12.00 |  |  |  |
| 08/17/2021 | Invoiced | A | 25.63 |
| 25.63 |  |  |  |
| 08/17/2021 | Invoiced | A | 19.00 |
| 19.00 |  |  |  |
| 08/17/2021 | Invoiced | A | 22.50 |
| 22.50 |  |  |  |
| 08/17/2021 | Invoiced | A | 52.86 |
| 52.86 |  |  |  |
| 08/17/2021 | Invoiced | A | 54.37 |
| 38.37 |  |  |  |
| 16.00 |  |  |  |
| 08/17/2021 | Invoiced | A | 87.92 |
| 31.47 |  |  |  |
| 36.50 |  |  |  |
| 1.12 |  |  |  |
| 12.83 |  |  |  |
| 6.00 |  |  |  |
| 08/17/2021 | Invoiced | A | 114.35 |
| 114.35 |  |  |  |
| 08/17/2021 | Invoiced | A | 63.13 |
| 63.13 |  |  |  |
| 08/17/2021 | Invoiced | A | 146.97 |
| 61.97 |  |  |  |
| 25.00 |  |  |  |
| 25.00 |  |  |  |
| 15.00 |  |  |  |
| 10.00 |  |  |  |
| 10.00 |  |  |  |
| 08/17/2021 | Invoiced | A | 75.06 |
| 75.06 |  |  |  |
| 08/17/2021 | Invoiced | A | 1.75 |

 PO Number Invoice Number Invoice Dt Amount

LIERMANDOO LIERMAN ANDREW D $07 / 28 / 2021 \quad 23513$ XXXXXXXXXXXXXXXX Amzn Mktp US 2elf31ys0, Amzn.Co 2 Jabra Pro 920 Mono Headset $81022000330705921-210800002$
2 Misc Purchases 8102200001 0705921-210800003

08/05/2021
07/28/2021 23515 Xxxxxxxxxxxxxxxx Amzn Mktp US 2e8721222, Amzn.Co
3 Jabra 14201-43 EHS Adapter 8102200033 0705921-210800004

08/05/2021
07/26/2021
23511 XXXXXXXXXXXXXXXX Amazon.Com 2e71t9vv2, Amzn.Com/ 2 APC 1500VA Smart UPS with SmartConnect, SMC150 $81022000280705921-210800005$

07/26/2021 23512 xxxxxxxxxxxxxxxx Sweetwater Sound, 800-222-4700,
2 Sennheiser BA 2015 Rechargeable Battery Pack $81022000310705921-210800006$
08/05/2021
3 Sennheiser SK 100 G4 Wireless Bodypack Transmi $81022000310705921-210800006$
08/05/2021
4 Sennheiser ME 2-II Lavalier Microphone for Sen $81022000310705921-210800006$ 08/05/2021 07/22/2021 23509 XXXXXXXXXXXXXXXX Menards Eau Claire Eas, Eau Cla
2 Misc Purchases
07/21/2021
2 Misc Purchases
07/20/2021
2 Misc Purchases
07/20/2021
23507 XXXXXXXXXXXXXXXX Amzn Mktp US Amzn.Com/, Amzn.Co
rt to DisplayPort Cable $81022000230705921-210800010$
08/05/2021 8102200001 0705921-210800007
23510 XXXXXXXXXXXXXXXX Amazon.Com 2e49q2ma0 A, Amzn.Co 8102200001 0705921-210800008 08/05/2021
$\qquad$ 23508 xxxxxxxxxxxxxxxx Monoprice, Inc., 8772712592, CA 07/20/2021 23508 $81022000010705921-210800011$

08/05/2021 07/19/2021
2 Misc Purchases
07/19/2021
2 Misc Purchases
07/19/2021
23503 xxxxxxxxxxxxxxxx Tierney Brothers, Inc, 612--455 81022000010705921-210800012 08/05/2021 23504 XXXXXXXXXXXXXXXX Paypal Ebay Us, 4029357733, CA, 81022000010705921-210800013 08/05/2021

2 Estimated Azure Monthly Service Charges for Cl $81022000150705921-210800014$ 08/05/2021 07/16/2021 23500 Xxxxxxxxxxxxxxxx Fs Com Inc, 2532773058, WA, 980
2 Misc Purchases
07/16/2021
23501 XXXXXXXXXXXXXXXXX $102200010705921-210800015$ In Scorecast, 321-8883800, FL,

08/05/2021

2 Annual Data Service Bot $799 \quad 81022000270705921-210800016 \quad$ 08/05/2021
3 Annual Data Service Bot 1618 08/05/2021 07/16/2021

23502 Xxxxxxxxxxxxxxxx Monoprice, Inc., 8772712592, CA
2 Misc Purchases
07/15/2021
2 Misc Purchases 8102200001 0705921-210800017 08/05/2021

$$
23498 \text { XXXXXXXXXXXXXXXX Monoprice, Inc., 8772712592, CA }
$$

08/17/2021
209.95

08/17/2021

$$
225.00
$$

08/17/2021

### 31.85

08/17/2021

$$
527.94
$$

08/17/2021
167.90
599.90
259.90

08/17/2021
16.95

08/17/2021
67.96

08/17/2021
22.40

08/17/2021
$-242.30$
08/17/2021
162.45

08/17/2021
65.00

08/17/2021
499.80

08/17/2021
63.22

08/17/2021
236.00

08/17/2021
296.00
329.00

08/17/2021
158.30

08/17/2021
61.40

Invoiced
209.95

Invoiced
225.00

Invoiced A 31.85
Invoiced A 527.94

Invoiced A 1,027.70

Invoiced A 16.95

Invoiced A 67.96

Invoiced A 22.40

Invoiced A -242.30

Invoiced A 162.45

Invoiced A 65.00

Invoiced A 499.8

Invoiced A 63.22

Invoiced A 236.00

Invoiced A 625.00

Invoiced A
158.30

Invoiced A
61.40


| Used By | Name |  | Tran Date Tran | an ID Card Number | Where Used | Purch Vendo | Imp Date Post Date | Status | App | Amount |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Line | Description |  | Po Number Invoice Number | $\underline{\text { Invoice Dt }}$ | Amount |  |  |  |
| MCCUTDON000 | MCCUTCHEON | N Donald | D ALAN continued... |  |  |  |  |  |  |  |
|  |  |  | 07/15/2021 | 23481 xxxxxxxxxxxxxxxx | Bureau Of Education An, 800-736 |  | 08/17/2021 | Invoiced | A | 259.00 |
|  |  | 2 | Training for elementary s | staff | $71722000010705921-210800083$ | 08/05/2021 | 259.00 |  |  |  |
|  |  |  | 07/15/2021 | 23482 xxxxxxxxxxyxxxxx | Bureau Of Education An, 800-736 |  | 08/17/2021 | Invoiced | A | 259.00 |
|  |  | 2 | Training for elementary s | staff | $71722000010705921-210800084$ | 08/05/2021 | 259.00 |  |  |  |
|  |  |  | 07/15/2021 | 23483 xxxxxxxxxxxxxxxx | Bureau Of Education An, 800-736 |  | 08/17/2021 | Invoiced | A | 259.00 |
|  |  | 2 | Training for elementary s | staff | $71722000010705921-210800085$ | 08/05/2021 | 259.00 |  |  |  |
|  |  |  | 07/15/2021 | 23484 xxxxxxxxxxxxxxxx | Bureau Of Education An, 800-736 |  | 08/17/2021 | Invoiced | A | 259.00 |
|  |  | 2 | Training for elementary s | staff | 71722000010705921-210800086 | 08/05/2021 | 259.00 |  |  |  |
|  |  |  | 07/15/2021 | 23485 xxxxxxxxxxxxxxxx | Bureau Of Education An, 800-736 |  | 08/17/2021 | Invoiced | A | 259.00 |
|  |  | 2 | Training for elementary sta | staff | $71722000010705921-210800087$ | 08/05/2021 | 259.00 |  |  |  |
|  |  |  | 07/13/2021 | 23475 xxxxxxxxxxyxxxxx | Amazon.Com 290m65um0 A, Amzn.Co |  | 08/17/2021 | Invoiced | A | 362.63 |
|  |  | 2 | Stir stix, kidney table, | , hanging chair, rug, a | 8272200005 0705921-210800088 | 08/05/2021 | 362.63 |  |  |  |
|  |  |  | 07/12/2021 23 | 23474 xxxxxxxxxxxxxxxx | Amzn Mktp US 293zh3bn2, Amzn.Co |  | 08/17/2021 | Invoiced | A | 306.83 |
|  |  | 2 | Stir stix, kidney table, | , hanging chair, rug, a | 8272200005 0705921-210800089 | 08/05/2021 | 306.83 |  |  |  |
|  |  |  | 07/09/2021 23 | 23473 xxxxxxxxxxxxxxxx | Amzn Mktp US 292sx6bh0, Amzn.Co |  | 08/17/2021 | Invoiced | A | 190.88 |
|  |  | 2 | Stir stix, kidney table, | , hanging chair, rug, a | 8272200005 0705921-210800090 | 08/05/2021 | 190.88 |  |  |  |
|  |  |  | 07/05/2021 2 | 23330 xxxxxxxxxxyxxxxx | Amzn Mktp US 2987d0z52, Amzn.Co |  | 07/06/2021 | Invoiced | A | 44.63 |
|  |  | 2 | dry erase markers, eraser | er, cleaner | 8272100248 0705921-210700075 | 07/05/2021 | 44.63 |  |  |  |
|  |  |  | 07/02/2021 2 | 23329 xxxxxxxxxxxxxxxx | Amzn Mktp US 299pk7cl2, Amzn.Co |  | 07/06/2021 | Invoiced | A | 9.97 |
|  |  | 2 | dry erase markers, eraser | er, cleaner | 8272100248 0705921-210700076 | 07/05/2021 | 9.97 |  |  |  |
|  |  |  | 07/01/2021 | 23334 xxxxxxxxxxxxxxxx | Amzn Mktp US 291sg7vl1, Amzn.Co |  | 07/06/2021 | Invoiced | A | 5,383.99 |
|  |  |  | one large Fire King cabin | inet | $00022000010705921-210700077$ | 07/05/2021 | 5,383.99 |  |  |  |
|  |  |  |  |  | 18 transaction | (s) for MCCU | Donooo. Total Amount | ==> |  | 11,144.98 |
| RICHAJES000 | RICHARDS | JESSICA | J 07/08/2021 | 23519 xxxxxxxxxxxxxxxx | Jostens Event Managemt, 952-830 |  | 08/17/2021 | Invoiced | A | 175.00 |
|  |  | 2 | Yearbook Training Course |  | 8102200024 0705921-210800029 | 08/05/2021 | 175.00 |  |  |  |
| SCHEPMAR000 | SCheppke m | MARK J | 07/02/2021 | 23338 xxxxxxxxxxxxxxxx | Tierney Brothers, Inc, 612--455 |  | 07/06/2021 | Invoiced | A | 65.00 |
|  |  | 1 |  |  | 0705921-210700002 | 07/05/2021 | 65.00 |  |  |  |
| SChumRAC000 | SCHUMACHER | R RAChei | L A 07/20/2021 | 23572 xxxxxxxxxxxxxxxx | Amzn Mktp US Amzn.Com/, Amzn.Co |  | 08/17/2021 | Invoiced | A | -47.97 |
|  |  | 1 |  |  | 0705921-210800027 | 08/05/2021 | -47.97 |  |  |  |
|  |  |  | 07/12/2021 | 23571 xxxxxxxxxxxxxxxx | Amzn Mktp US 2e5j964j1, Amzn.Co |  | 08/17/2021 | Invoiced | A | 114.76 |
|  |  | 1 |  |  | 0705921-210800027 | 08/05/2021 | 114.76 |  |  |  |
|  |  |  | 07/09/2021 2 | 23569 xxxxxxxxxxxxxxxx | Amzn Mktp US 290ks0g62, Amzn.Co |  | 08/17/2021 | Invoiced | A | 191.33 |
|  |  | 1 |  |  | 0705921-210800027 | 08/05/2021 | 33 |  |  |  |



## Current

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

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

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

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

Annually, the Board will devote two personnel sessions to the evaluation of the administrator's performance. A formal evaluation session will be conducted prior to the end of J anuary and a follow-up session will be scheduled at the end of the school year if so warranted.

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

Legal Ref: Wisc. Statute 118.24

Initial Adoption: 08/18/80
Final Adoption: 09/15/80
Amended: 02/04/13

## ALTOONA SCHOOL DISTRICT PUBLIC ACCESS DEFIBRILLATION POLICY

An automatic external defibrillator will be maintained on the premise of designated schools in the Altoona school district upon school board approval.

1. Automatic External Defibrillators (AEDs) will be maintained on the premises of the Altoona school district.
2. The AED shall be used in an emergency situation warranting its use by individuals specifically trained for the device. This should include an emergency response plan and specific protocols for the use of the AED.

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\begin{aligned}
& \text { Recommended for } \\
& \text { update to } 453.11
\end{aligned}
$$

Automated external defibrillators (AEDs) shall be made available in designated school locations to be used in administering emergency care to individuals who may be experiencing a heart-related emergency (e.g., cardiac arrest, ventricular fibrillation) for which the use of an AED may be indicated.

In administering this policy, the District will follow state law requirements and shall also:

1. Arrange for the provision of training on both the use of the AED and cardiopulmonary resuscitation (CPR) to at least administrative assistants, paraprofessionals, and custodial staff.
2. Maintain and test each AED unit in accordance with any operational guidelines of the manufacturer.

In the event that a medical emergency for which the use of an AED may be indicated occurs in a location where a District-supplied AED is present, the AED may be used. When necessary, an AED may be used (by following the device's instructions) by a person who has not previously received any AED training. However, without causing any undue delay in providing the emergency care, school personnel who are responding to such an emergency should make reasonable efforts to defer any use of an AED to the most-qualified individual who is present at the scene. Such school personnel shall also ensure that 911 is contacted as soon as practical.

After an incident involving the use of an AED, the incident and the services rendered should be documented according to the District's emergency nursing services procedures. In addition, a debriefing team of relevant school personnel, including a registered nurse serving the schools and the designated school safety coordinator, shall meet and review the AED-related incident to determine whether any changes or improvements to District procedures can be identified. The review team may include the District's medical advisor if he/she is available.

The registered nurse serving the District, shall be responsible for overseeing the implementation of this policy and any associated procedures.

## Legal References:

## Wisconsin Statutes

Section 121.02(1)(g) [school district standard; emergency nursing services requirement]

Section 440.01 (1)(ad)
Sections 895.48(4)
[automated external defibrillator definition]
[civil liability exemption for emergency use of automated external defibrillator]

## Wisconsin Administrative Code

Pl 8.01 (2)(a) [school district standard; emergency nursing services requirement]

| Adopted: | $08 / 20 / 07$ |
| :--- | :--- |
| Amended: | $10 / 18 / 21$ |

## Current

The School Board recognizesits legal responsibility to provide a public education for all students in the District. The Board also recognizes that certa in educational program activities and materials may require special funding. Therefore, reasonable student fees may be charged accordingly. A student fee schedule shall be reviewed annually and adopted by the Board when a change is recommended. The fee schedule shall include the specific student feesto be charged, a general description of what each fee covers, and the fee amount.

Parents/guardians who claim that the financial condition of their fa milies is such that they cannot afford to pay the established fees may request that the feesbe waived or reduced. All fee waiver/reduction requests shall be submitted in writing and approved by the building principal or designee.

The student fee schedule shall be published annually in the back to school newsletter, posted on the District's website and distributed through other means necessary to inform fa milies of the established student fees. Information regarding fee waiver/ reduction opportunities will also be included in such postings and mailings.

Building principals shall be responsible for the accurate and timely collection of student fees in accordance with proper accounting procedures. It is the Board's expectation that all reasonable efforts shall be taken to ensure the collection of all fees due the District. After exhausting all other approaches to the collection of outstanding student fees, the Board authorizes the Superintendent or designee to pursue legal action through small claims court for the collection of unpaid fees due the District. The Superintendent shall inform the Board when such action is being taken.

LEGALREF.: Wisc onsin Constitution - Artic le X, Section 3
Sections 118.03(2) Wisconsin Statutes
118.04
120.10(15)
120.12(11)
120.13
121.41
121.54(7)
121.545

CROSS REF.: 662.1, Student Activity Funds Management 664, Cash in School Buildings
763, Food Service Meal Accounts

ADOPTED: 12/19/11

While the District has the ability to collect fees for certain educational program activities, it is generally not the practice of the School District of Altoona to collect fees to support school activities or program participation. The District recognizes its legal responsibility to provide a public education for all students in the District. Reasonable student fees may occasionally be charged to support the purchase of a student consumable (eg workbook, special project materials, team / club clothing the student will keep). Families who participate in the free/reduced lunch program or otherwise communicate that they cannot afford to pay the fee may have their fee waived or reduced by the principal.

When fees are assessed, teachers or advisors shall be responsible for the accurate and timely collection of student fees in accordance with proper accounting procedures.

## Adopted: $\quad$ 12/19/11

Amended: 10/18/21

Schools that are kept in good repair, suitably equipped, and in a safe and sanitary condition offer a positive learning environment and promote the general health and safety of all persons who may be present in the buildings. The District intends to take reasonable steps to proactively maintain, regularly monitor, and promptly respond to any problems with the indoor environmental quality of its buildings.

The concept of indoor environmental quality encompasses a variety of the physical aspects of a building, such as moisture control, temperature control, ventilation systems, allergen management, pest management, chemical management, and the possible presence, management, and/or remediation of hazardous materials, toxic substances, or other pollutants (e.g., mold, lead, asbestos, or radon). Various operational processes also have a direct impact on indoor environmental quality, such as equipment and materials selection, maintenance schedules and procedures, staff training, and communication with stakeholders.

As required by state law and regulations, the District has:

1. Developed and implemented an Indoor Environmental Quality (IEQ) Management Plan for its schools; and
2. Designated the Director of Buildings and Grounds to be responsible for coordinating all activities related to the safety and health considerations of the facilities for the entire District. One of the duties of the District-wide safety coordinator is to serve as the District's IEQ Coordinator. In that capacity, he/she has primary administrative responsibility to oversee and monitor the implementation and periodic review of the IEQ Management Plan.
3. Any future revisions to the District's IEQ Management Plan shall be approved by the Director Finance and Operations with notice and a report provided to the Superintendent and the Board.
4. Any person with a complaint, concern, or question relating to an $\operatorname{IEQ}$ issue in any District facility should contact the District's IEQ Coordinator and clearly specify that the contact relates to an IEQ issue.

## Legal References:

## Wisconsin Statutes

Section 101.055
Section 101.123
Section 118.075
Section 120.12(5)

Section 120.12(20)
Section 121.02(1)(i)
Chapter 254, Subchapter II
Section 254.22
[public employee safety and health]
[smoking prohibited in enclosed places, including educational facilities and public conveyances (including school buses)]
[indoor environmental quality in schools; local plan required] [board duty to keep school buildings and grounds in a safe and sanitary condition]
[board duty to prohibit smoking on school premises]
[school district standard for safe and healthful facilities]
[toxic substances under state law, including asbestos]
[role of Department of Health Services to investigate problems with indoor air quality and set standards for public buildings]

## Wisconsin Administrative Code

| Pl $8.01(2)(i)$ | [regulations related to safe and healthful facilities; plan, inspection, and |
| :--- | :--- |
| district-wide coordinator mandates are specified] |  |
| [regulations covering public employee safety and health] |  |

## Adoption Date: 10/18/21

To create and maintain a safe environment in its buildings and to comply with the state and federal laws and regulations that govern asbestos management in schools, the Director of Buildings and Grounds shall serve as the District's designated Asbestos Management Coordinator. The Coordinator shall be appropriately trained in his/her duties related to the management of asbestos in the schools. The Coordinator has primary responsibility for ensuring that the District complies with the federal Asbestos Hazard Emergency Response Act (AHERA) and related state laws and regulations.

The District shall annually notify the Department of Health Services of the name and contact information of the District's designated Asbestos Management Coordinator.

The District will not discharge any employee or take other retaliatory adverse employment action with respect to the employee's compensation or other terms and conditions of employment because the employee has, in good faith, brought to the attention of the public information concerning any asbestos problem in school facilities.

## School District Responsibilities

The District asbestos-related obligations under state and federal law include, but are not limited to, the following:

1. Develop, maintain, and update an Asbestos Management Plan covering each school facility, and retain a current copy of the District-wide plan at the District Office and a copy of the plan for each school facility at the applicable facility.
a. These plans document the location of asbestos (if any) within each facility, identify recommended asbestos response actions (e.g., abatement or management), and document any action taken to repair or remove asbestos or asbestos-containing material.
b. The District is required to maintain a variety of records and documentation for inclusion in the Asbestos Management Plan.
2. Provide annual notice regarding the availability of the District's asbestos management plans. This notice is to be provided to parent and employee
organizations, or, in the absence of any such organization(s), to the members of the relevant group.
3. At least once each school year, ensure that workers, students, and other building occupants (or their parents/legal guardians) are informed about asbestos-related inspections, response actions, and post-response action activities, including periodic reinspection and surveillance activities that are planned or in progress.
4. Perform an original inspection to determine whether asbestos-containing materials are present in any school facility (including leased and temporary facilifies) and then re-inspect asbestos-containing material in each building (if any) every three (3) years.
5. Perform periodic surveillance of known or suspected asbestos-containing building materials.
6. Ensure that trained and licensed individuals perform all inspections and response actions.
7. Comply with applicable regulations concerning the disposal or transportation of asbestos and asbestos-containing materials.
8. Provide the District's maintenance and custodial staff with asbestos-awareness training and such other training as may be required or appropriate for specific roles.

## Legal References:

## Wisconsin Statutes

Section 118.075
Section 121.02(1)(i)
Chapter 254, Subchapter II
Section 254.20
Section 254.21
[indoor environmental quality in schools; local plan required] [school district standard for safe and healthful facilities] [toxic substances under state law, including asbestos] [state certification card required to perform any asbestos abatement activity or asbestos management activity] [requirement for Department of Health Services to regulate asbestos management and asbestos abatement in schools]

## Wisconsin Administrative Code

Chapter DHS 159
[certification and training course requirements for asbestos activities]


Adoption Date: $\quad$ 10/18/21

In pursuit of the School Board's goal to provide a safe environment on its premises and in connection with its operations and programs, the Board authorizes the District's lawful use of video surveillance, detectors, or similar electronic monitoring equipment on District property and in connection with District programs and operations. This policy is not intended to grant or create any expectation of privacy as to any time or location where a person would not already have an enforceable expectation of privacy to be free from such surveillance or monitoring.

The electronic monitoring equipment that the District uses on an ongoing and regular basis:

- May be placed and used in locations where individuals do not have a legally-enforceable expectation of privacy to be free from such surveillance and monitoring, including but not limited to common areas of District buildings, such as hallways, entryways, libraries, gymnasiums, and cafeterias; District parking lots; and other outdoor facilities.
- Will not be regularly and comprehensively monitored by employees or agents of the District on a real-time basis.
- Will not be set to record audio or to detect audio for the purpose of audio transmission.

Video surveillance shall not be used in any restrooms, locker rooms, or designated changing areas.

Subject to state and federal laws and to other District policies and regulations, information that the District obtains through the use of the District's video surveillance/electronic monitoring equipment may be used:

- To support the safe and orderly operation of the District's schools and facilities, including use for law enforcement purposes when appropriate; and
- As evidence in disciplinary proceedings, administrative proceedings, or other legal proceedings.


## Retention and Access

Media captured by or from District-controlled video surveillance/electronic monitoring equipment will be retained consistent with the District's records retention obligations and schedules. Recordings that are not accessed or reviewed for a specific purpose shall be retained for two weeks prior to being deleted or purged. Recordings that are accessed or reviewed for a specific purpose or that otherwise become subject to a litigation hold, specific records request, subpoena, or similar situation shall have at least one copy maintained in an unaltered and unedited state. Recordings that are part of a student discipline incident or file shall be maintained until one year after the student graduates or leaves the school system (unless extended by consent).

Building level administrators (principals, assistant principals) and the school resource officer shall be the primary individuals who have authority to access and view images or other media captured by the District's video surveillance/electronic monitoring equipment. These primary authorized individuals may approve other staff members or persons who are performing an institutional function on behalf of the District to access/view such media, with any restrictions/limitations that are appropriate to the specific circumstance. No person may access or view such media unless they have obtained express approval and have a legitimate purpose for doing so.

All third-party requests to view, access, or obtain copies of images or other media captured by video surveillance/electronic monitoring equipment, including requests from law enforcement personnel, shall be handled via established procedures for responding to requests for access to District records, including (but not limited to) procedures for requests related to personally-identifiable student records, personnel records, and general public records.

## Prohibited Conduct

Any student who takes action to disable, disrupt, block, move, or alter any electronic monitoring equipment (including altering its viewing angle or changing its field of view) is subject to possible disciplinary action, up to and including possible expulsion.

A District employee shall be subject to possible disciplinary action, up to and including termination, if he/she (1) without express administrative authorization, takes action to disable, disrupt, block, move, or alter any electronic monitoring equipment, or (2) uses electronic monitoring equipment, recordings, or transmissions without authorization or in a manner that is inconsistent with applicable law, this policy, or any other Board policy or regulation.

## Policy Applicability

With the exception of this paragraph, this policy is not intended to directly address the use of video surveillance or electronic monitoring equipment on any contracted vehicles that are used to provide student transportation. However, to the extent consistent with or if not otherwise addressed in the relevant contract for transportation services, the Director of Finance and Operations may approve the contractor's operation of such equipment on contracted vehicles in a manner that is consistent with applicable legal requirements.

This policy does not address or cover instances where District employees or agents record a specific event (e.g., a play, music performance, athletic contest, or graduation), or an isolated instance where, with appropriate authorization, a classroom or school activity is video recorded for educational, instructional, or research purposes.

## Legal References:

## Wisconsin Statutes

Subchapter II of Ch. 19
[public records and official property, including information on retention schedules and contractor records]
Section 118.125 [state student records law]
Section 175.22 [privacy in locker room policy]
Section 942.08 [invasion of privacy]
Section 995.50

## Federal Laws and Regulations

Family and Educational Rights and Privacy Act (FERPA) Regulations [federal regulations governing confidentiality of student records]

Adoption Date: 10/18/21

The District will meet its legal obligations to provide mandated student transportation services to public school students and private school students using the method(s) that the District deems most appropriate to the particular circumstances. To the extent consistent with applicable law and Board policy, the District may provide student transportation services by contracting with third-party entities, or by using District employees, contracts with parents, or other lawful methods.

In addition to providing legally-mandated student transportation, the District shall also provide student transportation services in other situations where permitted by state law and where such transportation has been appropriately authorized. To the extent permitted by law, the District may charge fees related to such additional transportation.

The Director of Finance and Operations shall direct and manage the transportation services the District provides to public and private school students and coordinate such services among relevant parties in the interest of the students' safety and welfare.

At this time, the District neither owns nor leases any school busses, and no District employee operates a school bus as part of his/her regular duties. Accordingly, all student transportation via school bus involves a contracted service provider. The following provisions concern contracted service providers (not including individual parent contracts) that provide student transportation services for the District:

1. For daily student transportation to and from school using school busses, the District will contract with a service provider.
2. Each contract shall require the service provider to ensure that the drivers and vehicles used for student transportation meet the requirements established under state or federal law, Board policy, or the contract itself. Such requirements shall include but are not limited to ensuring proper licensure, verifying all aspects of operator eligibility, providing operator training, maintaining appropriate insurance, conducting vehicle inspections, and monitoring vehicle operation.
3. The contracted provider shall initially determine and schedule regular bus routes and bus stops, taking into account factors such as the number and location of children, the safety of students, and the cost efficiency of the route. Changes to routes and schedules may be required during the school year, and the contracted provider shall provide advance notification of changes to affected families.

In connection with formulating routes and schedules, the contracted provider may designate pick-up/drop-off points along a proposed route that require one or more students to walk to the bus stop. Absent extenuating circumstances, the contractor shall not create routes and stops that would require a student to walk more than .55 miles from his/her property line of their place of residence to the bus stop.
4. A contracted provider (via the contracted party, the contractor's driver, and/or any other employee of the contractor who may be assigned to provide services under the contract) shall have responsibility to supervise the students who are being transported and shall have the authority to enforce rules and directives and to monitor and appropriately respond to student conduct, except that the contractor is not delegated final authority to suspend or revoke a student's ability to receive/use District-provided transportation services. Further, nothing in this paragraph prevents the District from choosing to exercise concurrent supervisory authority through its officers or employees in any situation.
5. If a student or parent or guardian has a concern about a third-party contractor or any other individual involved in the provision of student transportation services who is not a District employee, the student/parent/guardian is expected to contact the contractor first to attempt to resolve the concern. If the issue is not satisfactorily resolved, the student/parent/guardian shall notify and work with the building principal to resolve the concern with the third-party contractor or individual. If the issue is not satisfactorily resolved, the student/parent/guardian shall notify and work with the Director of Finance and Operations to resolve the concern with the third-party contractor or individual.

## Parent Requests for Pick Up and Drop Off

Long-term changes in bus pick-up or drop-off points may be made to accommodate special circumstances (such as a change in childcare location). Such requests must be made in writing by the parent/guardian and approved by the contracted bus company. Such approval will only be granted if it can be accommodated with the current routes and if space is available on affected buses. A request for a short-term change on a certain date in pick-up or drop-off points must be submitted before the event and will not be in effect unless approved. The building principal will try to accommodate requests that arise because of genuine emergencies. Each of these requests will be managed on an individual basis. Such requests would, by nature, be singular and non-repeating. Parents/guardians should also contact the contracted bus company to notify them of the change.

## Student Conduct

To the fullest extent that state law considers a student who is utilizing the District's transportation services to be (1) at school; (2) under the supervision of a school authority; or (3) otherwise subject to the District's disciplinary jurisdiction or oversight or control, the student must abide by all applicable policies, procedures, rules, and directives that govern student conduct. Rules and directives may be established and enforced that are specific to the context of transportation and/or transportation-related safety. Students using transportation services are subject to appropriate discipline or other consequences or interventions related to their conduct, up to and including loss of transportation services, suspension or expulsion from school.

## Legal References:

## Wisconsin Statutes

| Section 115.76 | [students with disabilities; definitions] |
| :--- | :--- |
| Section $118.15(2)(\mathrm{d})$ | [technical college attendance for children at risk of not |
| graduating from high school; transportation requirement] |  |
| Section 118.51(14) | [full-time public school open enrollment; transportation |
| provisions] |  |
| Subchapter IV of Chapter 121 | [student transportation and transportation aid] |
| Section $340.01(56)$ | [state law definition of school bus] |
| Section 345.05 | [municipal liability for motor vehicle accidents] |

## Wisconsin Administrative Code

| Pl7 | ally hazardous areas | ontracts] |
| :---: | :---: | :---: |
| IRANS 300 | [state rules governing the tran passenger requirements] | tation of school children, including driver and |
| Federal Law |  |  |
| Section 504 of the Rehabilitation Act of 1973 |  | [programs/services for handicapped students] |
| Individuals with Disabilities Education Act |  | [programs/services for students with disabilities] |
| McKinney-Vento Homeless Assistance Act |  | [equal access for homeless students; includes |
| transportation provisions] |  |  |
| Omnibus Transportation Employee Testing Act of 1991 [alcohol and controlled substances use |  |  |
| and testing requirements for individuals holding commercial drivers' licenses) |  |  |
| Adoption Date: Amended: | : 03/26/90 |  |
|  | 12/17/12 |  |
|  | 09/27/21 |  |

Although transportation by school bus is the District's primary method of providing student transportation services, the Director of Finance and Operations, or his/her designee, may approve the District's provision of student transportation services via the use of a vehicle other than a school bus, provided that the use of such vehicles is done in a manner that is consistent with state law and applicable Board policies.

Under no circumstances shall the District authorize a District employee or volunteer to provide student transportation using an alternative vehicle that (1) is manufactured to accommodate more than nine passengers, in addition to the driver; (2) does not have a sufficient number of permanently-mounted and forward-facing seats for each passenger; (3) was manufactured more than 20 model years ago; or (4) is a homemade, street modified, or replica vehicle.

## Alternative Vehicles Owned or Leased by a School Bus Contractor

The District's contract with any school bus contractor(s) shall account for the possible use of vehicles other than school busses that are owned (or leased) and operated by the school bus contractor. The contract shall specifically address how the contractor and the District will ensure compliance with applicable state law, and with any additional requirements (e.g., upward adjustments to minimum insurance levels) that the District determines are in its best interest. If any District contract with a school bus contractor does not address the possible use of alternative vehicles as required by this paragraph, the contractor shall not use alternative vehicles to provide student transportation services on behalf of the District until a written addendum to the contract is executed.

## District Employees Authorized to Drive an Alternative Vehicle to Transport Students

Specific administrative procedures shall be developed which shall be used to authorize a District employee to drive a privately-owned, District-owned, or District-leased motor vehicle to transport students within the scope of the individual's employment. No District employee who has not been authorized to
do so under the District's procedures shall use a motor vehicle to transport students in carrying out, or in connection with, any job-related duty.

## Non-Student, Adult Volunteer Drivers who Use a Personal Vehicle and Receive No Compensation

Specific administrative procedures shall be developed which shall be used to authorize a non-student volunteer driver who is at least 18 years old to transport students under the conditions that (1) the driver uses a specifically-identified, privately-owned vehicle; and (2) the driver is not receiving any compensation from the District for his/her volunteer services.
This policy is not intended to apply to any situation where (1) a parent or guardian is providing transportation solely to his/her own child(ren) by means selected entirely by the parent or guardian; or (2) students and/or parents or guardians otherwise make their own, voluntary arrangements for transportation (i.e., the transportation in question is not District-provided transportation).

## Legal References:

## Wisconsin Statutes

Section 110.075 [motor vehicle inspection]
Section 121.52 [vehicle, operator and driver requirements]
Section 121.53 [school bus insurance]
Section 121.54 [transportation by school districts]
Section 121.55 [methods of providing transportation]
Section 121.555 [alternative methods of providing transportation]
Section 346.89 [inattentive driving; includes prohibitions related to the use of electronic devices while driving]
Chapter 347 [equipment of vehicles]

Wisconsin Administrative Code
Trans 305 [standards for vehicle equipment]

## Adoption Date: 10/18/21

FOOD SERVICE MANAGEMENT
The Food Service Supervisor shall supervise all employees of the food service staff, directly or indirectly.
The Food Supervisor is responsible to provide each school child with food of. high nutritious quality in an atmosphere of cleanliness, cheefulness and personal caring. The Food Service Supervisor reports to the District Administrator. The salary and work year is established by the Board of Education. Performance of this job will be evaluated by the District Administrator and building principals.

Initial Adoption: 6/26/90
Final Adoption: 7/9/90

The District's food service program is intended to provide nutritious and appetizing meals to students. The District recognizes that good nutrition is vital to students' health, their mental and physical growth, and their readiness to participate and learn at school.

The food service program is operated in conjunction with federal and state school nutrition programs, including the National School Lunch Program, the School Breakfast Program, the Special Milk Program.

It is the District's goal that the food service program shall be operated in a manner that is financially self-supporting on an operational basis. The District shall establish the unsubsidized price to be charged for school meals. Employees and authorized school visitors may be permitted to purchase school meals according to procedures established by the Food Service Director.

The District's Food Service Director shall have primary responsibility for the management of the District's food service program, subject to administrative supervision. The responsibilities of the Food Service Director include the following:

1. Establishing a program that meets applicable nutrition standards and that is consistent with the District's school wellness policy.
2. Establishing and monitoring the implementation of a food safety program and plan that includes procedures and standards for the safe and sanitary transportation, storage, preparation, and serving of food.
3. Arranging for the regular inspection of the District's food service preparation and serving facilities as required by law.
4. Working with the District's Director of FInance and Operations to implement and monitor sound program accounting practices, appropriate and lawful purchasing and procurement procedures, and program and financial reporting.
5. Arranging for and monitoring the completion of training received by food service employees, including training related to food safety and the District's civil rights obligations.
6. Ensuring the proper dissemination and processing of free and reduced-price meal applications and establishing standards and procedures to ensure the appropriate confidentiality of application information and eligibility status.
7. Ensuring that students who participate in the free or reduced-price meals program are not overtly identified, distinguished, or served differently than other students, and have the same choice of meals or milk as other students.
8. Working with individual students and their parents or guardians and school to address special dietary needs.
9. Arranging for and verifying that the District issues and provides required public notices related to the District's food service program. Such notices include (a) the District's annual public release (i.e., the notice of program availability, eligibility requirements, application information, and applicant/participant rights, complaint procedures, etc.); (b) the distribution of information letters to households with children attending schools in the District; (c) the appropriate posting of the most recent food safety inspection report; (d) the appropriate posting of the mandatory federal nondiscrimination poster; and (e) the inclusion of the mandatory nondiscrimination statement in appropriate publications, documents, and other informational sources.
10. Establishing a system to collect and report program ethnic and racial data on an annual basis.

## District Nondiscrimination Statement and District Complaint Information

The District prohibits all forms of unlawful discrimination in conjunction with all elements of its food service program. In connection with students, no student shall be unlawfully denied access to or the rights and benefits of the food
service program or otherwise unlawfully discriminated against because of a student's sex, race, religion, color, national origin, age, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability, or any other legally-protected status or classification. Student discrimination complaints may be filed in accordance with the District's student discrimination complaint procedures. Employee complaints shall be processed using the District's employment discrimination complaint procedures and all other complaints shall be processed using the District's student nondiscrimination complaint procedures. Additional Information about District discrimination complaint procedures can be obtained from the Office of the District Administrator or from any of the individuals identified for handling discrimination complaints in the District's nondiscrimination policies.

As required by federal law, all complaints filed involving the District's food service program shall additionally be forwarded to either the Wisconsin Department of Public Instruction (DPI) or the U.S. Department of Agriculture (USDA) within three days of receipt and shall be documented using the applicable USDA Civil Rights Complaint Form and recorded in the District's Civil Rights complaint log.

Discrimination complaints regarding the District's food service program may also be submitted directly to the USDA, as provided below, or directly to the DPI as follows: Wisconsin DPI: Director, Community Nutrition Programs, 125 South Webster Street, P.O. Box 7841, Madison, WI 53707-7841, (608) 267-9129.

## Legal References:

## Wisconsin Statutes

Section 97.33
Section 97.59
Sections 115.34 to 115.347
Section 118.13
Section 120.10(16)
Section 120.13(10)
[school lunchroom management food protection practices certificate requirement]
[restrictions on handling foods]
[school nutrition programs generally]
[student nondiscrimination]
[annual meeting authority to direct the board to provide student lunches]
[authority to expend funds for a food service program and to charge students and employees for such meals]

## Administrative Regulations

PI 1.11 [appeals by individuals or institutions adversely affected by actions taken by the DPI regarding federally-funded food and nutrition programs]
Pl $9.03(1)(\mathrm{i})$ [policy requirement to address nondiscrimination in relationship to school-sponsored food service programs]

## Federal Laws

National School Lunch Act, as amended Child Nutrition Act, as amended
[school lunch program provisions and requirements] [school breakfast and special milk program provisions and requirements]

## Adoption Date: 07/09/90

Amended: 10/18/21

## USDA Nondiscrimination Statement and Complaint Information:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint filing cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:
(1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
(2) fax: (202) 690-7442; or
(3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

The District participates in the National School Lunch Program, the federal School Breakfast Program, and the federal Special Milk Program. In these programs, the District follows state and federal requirements regarding a child's or household's eligibility for free or reduced-price meals, including the applicable income eligibility guidelines and all applicable nondiscrimination requirements. The primary means of establishing eligibility for free or reduced-price meals are:

1. Through the annual submission of an application for the free or reduced-price benefits; or
2. Through direct certification, which is based on a match to state-provided data that confirms an individual child's status as a child in foster care or that confirms a household's participation in a qualifying means-tested benefit program, including Wisconsin's version of the Supplemental Nutrition Assistance Program (SNAP, also called FoodShare) and Wisconsin Works (also called W-2) cash assistance.

For any individual child or household whose eligibility for free or reduced-price benefits is based on the application process, the District is required to conduct a variety of verification procedures on a sub-set of all applications. The purpose of verification is to ensure overall quality control and to confirm the eligibility of specific applicants. The Food Service Director has primary administrative responsibility for ensuring that appropriate verification occurs on a timely basis.

TheFood Service Director shall designate the staff positions that are authorized to make eligibility determinations and to serve as confirming and verifying officials on behalf of the District. The individuals who hold the designated positions, whether employees of the District or contracted service providers, shall have such authority.

The Director of Finance and Operations shall serve as a fair hearing official to address appeals of eligibility for, or the discontinuation of, free or reduced-price benefits.

Regarding any individual child's or any household's eligibility for free or reduced-price meals:

A household may submit an application for free and reduced-price benefits (or reapply) at any time during the school year, starting on July 1.

1. Applications are available at any school's main office. Applications can also be found on the District's website. Applications are also periodically distributed directly to school families.
2. Only a single application is needed for all children in the household who are attending schools in the District.
3. Income-based eligibility for free or reduced-price meals varies based on the size of the household (i.e., based on the number of people in the household).
4. Some children are eligible for free or reduced-price benefits based on what is known as "categorical eligibility," which includes individual students who qualify as a child in foster care, a homeless child, a migrant child, a runaway child, or a Head Start program enrollee. Children in households receiving Wisconsin Works (W-2) cash assistance, FoodShare/SNAP benefits, or Food Distribution Program on Indian Reservations (FDPIR) benefits are also categorically eligible.
a. Categorical eligibility may be established through the application process or through the direct certification process. If a parent, guardian, or other responsible adult believes that any child's eligibility should have been established through direct certification but the household has not received notification of eligibility, he/she should contact the Food Service Director.
b. When an application is submitted on the basis of categorical eligibility, it is not necessary to include household income information on the application unless the household includes additional children to whom categorical eligibility does not apply.
c. Households that include children who may be categorically eligible as a child in foster care, a homeless child, a migrant child, a runaway child, or a Head Start program enrollee should indicate the specific status of each such child on the application. These households are also encouraged to contact the District for assistance with the application process and in receiving benefits.
d. Although any child in foster care is categorically eligible for free meals, a foster care family that chooses to apply for free or reduced-price benefits may include a child who is in foster care as an additional member of the foster family household, and doing so may help other children in the household qualify for benefits (because of the larger household size). If the foster care child is included as a member of the household, any income attributable to the child must also be included on the application. The eligibility determination for the foster family household will not affect the individual eligibility of the child who is in foster care.
5. All school-aged children in income-eligible households can receive free or reduced-price benefits regardless of the immigration status of any household members.
6. The District has legal obligations to make efforts to communicate with parents, guardians, and students in a language that they can understand. The application for free and reduced price benefits is available in multiple languages, and other language assistance for persons with limited English proficiency is also available.
7. Households that have applied and initially qualified for free and reduced-price benefits may later be required to participate in a verification process regarding the information that was provided on an application. Failure to respond on a timely basis to a request for verification results in the loss of free or reduced-price benefits for the applicable children. Verification can occur at any time during the school year.
8. If the District makes a determination of ineligibility for free or reduced-price benefits, or if the District determines that either free or reduced-price benefits must be discontinued following a verification of eligibility, the affected household may appeal the decision by requesting a formal hearing using the District's fair hearing procedures. The household may also request and participate in an informal conference to further discuss the situation prior to any formal hearing.

## Initial Eligibility and Carryover and Transfer Eligibility

For any child whose eligibility for benefits is not established through direct certification, the District must make an eligibility determination based on an
application. Once the District makes a determination of eligibility based on an application, the effective date of the child's eligibility for free or reduced-price meals is the date the District received the completed application. A retroactive adjustment will be applied to address any payments made or charges accrued by the household for qualifying meals [or milk] after the date of submission.

If the District determines that any child is eligible for free or reduced-price meals, the determination is generally valid within the District for the entire remainder of the current school year, even if the household's circumstances change after the initial application and determination of eligibility. At the start of the subsequent school year, such children retain their previous year's eligibility status for 30 operating days or until a new determination is made, whichever comes first.

When a student transfers or transitions between two schools within the District and the previous school had determined that the student was federally-eligible for free or reduced-price meals, the District automatically transfers the prior eligibility determination. However, students who change schools within the District are still required to re-establish their eligibility on an annual basis and when otherwise required by law.

When a student transfers into the District from a school outside the District and there is documentation that the non-district school determined that the student was federally-eligible for free or reduced-price meals, the District accepts a previous school's valid eligibility determination for the maximum period of time required or permitted under applicable federal regulations and state procedures. However, in order to avoid the expiration of such carryover/transfer eligibility, households with students who are transferring into the District should pursue a District determination of eligibility (e.g., by submitting a competed application) as soon as possible.

## Legal References:

## Wisconsin Statutes

Section 115.34
Section 115.341
Section 115.343
Section 115.347
[school lunch program, generally]
[school breakfast program, generally]
[Wisconsin school day milk program, generally]
[direct certification of eligibility for school nutrition programs]

## Federal Law

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42 U.S.C. §1758(b)(2)(A) [school district duty to publicly announce the income eligibility guidelines for free and reduced-price meals]
42 U.S.C. §1758(b)(6) [confidentiality of federal meal program application information and
eligibility status; disclosure limitations]
7C.F.R. §210.12
7C.F.R. Part 245
[district duty to involve families in the school meal programs and to
inform families about the availability of federal food programs]
[determining eligibility for free and reduced-price meals and free milk
in schools; multiple regulatory sections within this part are relevant]
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Adoption Date: $10 / 18 / 21$

## USDA Nondiscrimination Statement and Complaint Information

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint filing cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:
(1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW

Washington, D.C. 20250-9410;
(2) fax: (202) 690-7442; or
(3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

## STUDENT POLICIES GOALS

Students are the first concern of the district, and must receive the primary attention of the Board and all staff members. To fulfill its obligation to students, the Board will strive to spend most of its time in formulating policy and considering other matters related to students. A similar commitment is expected of all staff members. In pursuing this primary goal, it is imperative that the good of the individual student be kept paramount. At no time are students to be treated as if they were assembly line products, or objects to be manipulated or molded at the will of someone elise. Each student shall be considered and treated with respect as an individual. One of the major tasks of the educational program shall be to assist each student in becoming self-sufficient in utilization of decision making processes and techniques, eventually becoming responsible for determining his or her own learning purposes and the means for achieving them. Staff members shall seek to be wise counselors of children and youth and skillful facilitators of learning. To this end, the Board and staff shall work together to establish an environment conducive to the very best. learning achievement for each student through meeting the following goals regarding students:

1. To individualize the learning program in order to provide appropriately for each student according to his or her specific background, capabilities, learning styles, interests, and aspirations.
2. To protect and observe the legal rights of students.
3. To enhance the self-image of each student through helping him or her feel respected and worthy, and through a learning environment which provides positive encouragement through frequent success.
4. To provide an environment of reality in which students can learn personal and civic responsibility for their actions through meaningful experiences as school citizens.
5. To deal with students in matters of discipline in a just and constructive manner.
6. To provide in every way feasible for the safety, health, and welfare of students.
7. To promote faithful attendance and good work.

## Initial Adoption: $\quad 7 / 6 / 81$

Final Adoption: $\quad 8 / 3 / 81$

## Current

## STUDENT USE OF HANDICAPPED LIFTS AND/OR ELEVATORS

The lifts located in the middle school and elevator in the high school are designed for the use of disabled persons only. Students identified as orthopedically impaired will be afforded use of these mechanical devices.

A orthopedically impaired student is one who has some physical defect such as affection of the joints or bones, disturbances of the neuromuscular mechanism, congenital deformities, cardiac condition, spastic and other acquired deformities.

The Special Needs Administrator or building principal will determine who - qualifies based on the above definition and/or individual circumstances.

The school district shall not discriminate in accessibility to any school, class, program, or activity on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap in its education programs or activities. Discrimination complaints shall be processed in accordance with established procedures.

Initial Adoption: 04/23/90
Final Adoption: 05/09/90
Amended: 01/17/00

## Current

SCHOOL EMERGENCY ILLNESS, INJURY POLICY

The Altoona School District has three responsibilites in regard to emergencies, and accidents. (1) is to maintain a safe environment, (2) to offer instruction in health and safety, (3) to excute a program of action when emergencies occur. In reference to the third, schools are to give immediate and proper care, notify parents/guardians and be certin that injured or ill pupils are placed under the care of parents/guardians phyṣican and/or hospital designated by the parents/guardians.

| Initial Adoption: | $12 / 6 / 82$ |
| :--- | :--- | :--- |
| Final Adoption: | $12 / 20 / 82$ |
| Initial amended: | $11 / 7 / 83$ |
| Final amended: | $12 / 5 / 83$ |

## Current

## EMPLOYMENT OF STUDENTS

School responsibilities are to take precedence over non-school related jobs. If students need to work while attending school, guidance personnel shall make efforts to advise the student against assuming work commitments that will interfere with his/her studies and achievement in school.

A senior student who wishes to take less than 6 (six) classes per semester because of a work conflict must have written approval of his/her parent or legal guardian, and the high school principal.

Initial Adoption: 03/21/83
Final Adoption: 04/08/83
Amended: 05/04/98

The District's student academic standards identify, at a general level, what students should know and be able to do within a given content area or subject. Academic standards serve as important goals and guideposts for classroom instruction, student learning, and student assessment, but academic standards should not be confused with a complete curriculum. Stated another way, academic standards attempt to identify the most essential and fundamental aspects of student learning, but they do not attempt to describe all that can or should be taught or precisely how instruction should be delivered. In addition, the adoption of academic standards in no way prevents adjustments in programs, curriculum, or individual learning goals or activities for students who have exceptional educational needs and interests, such as students with disabilities, English learners, and gifted students.

The Superintendent must ensure that the District has adopted student academic standards in appropriate content/subject areas. However, the District also recognizes that the expertise in the identification and evaluation of appropriate prioritized standards lies primarily, but not exclusively, with the District's licensed, professional academic staff under the ultimate supervision and management of the Director of Curriculum and Instruction. Identifying priority standards and developing curriculum and assessments that align to these standards is a professional role and responsibility of academic staff.

The Director of Curriculum and Instruction is to adopt and modify, and assumes primary administrative responsibility for monitoring and reviewing, student academic standards in:

1. Each content/subject area where applicable law mandates the adoption of local standards; and
2. Such other content/subject areas as may be directed by the Superintendent or as the Director otherwise deems advisable.

Subject to any other express directive or contrary decision that is made by the Board, student academic standards that the Superintendent approves for
implementation pursuant to this policy shall be deemed adopted by the Board by virtue of the authority that is delegated by this policy.

## Legal References:

## Wisconsin Statutes

Section 118.01 [state-mandated educational goals applicable to school districts]
Section $118.30(1 \mathrm{~g})(\mathrm{a}) 1$ [mandatory local adoption of academic standards in specified subjects]
Section 120.12(13) [annual identification and notice of student academic standards]
Section 121.02 [state-mandated school district standards; generally]
Section 121.02(1)(L)7 [mandate to adopt academic standards in financial literacy]

## Wisconsin Administrative Code

Chapter PI 8 [school district standards]
Adoption Date: 09/27/2021

The School Board's goal is to approve an annual school calendar that establishes at least the days that are planned for direct student instruction and on which students are expected to attend school, as well as any days on which parent conferences are planned.

The Superintendent shall prepare a proposed annual school calendar and present the proposed calendar to the Board for approval in a timely fashion. In addition to identifying at least the days on which students will be expected to attend school and any breaks that occur within the school term.

The administrative calendar proposal may identify one or more items which are more tentative in nature and which, therefore, may also include scheduled events that might be subject to change: term endings, special school year events, graduation date, and / or staff in-service days.

In preparing a proposed annual school calendar, the Superintendent shall consider and attempt to balance multiple relevant factors, such as the following:

1. Promoting the overall effectiveness of the District's instructional and other programs;
2. Meeting or exceeding state-defined requirements for hours of direct student instruction;
3. Operational efficiency, including planning for inclement weather days and other possible emergency closures;
4. Coordinating District operations and instructional programs across instructional levels (e.g., if the proposed calendar differs among one or more schools or instructional levels);
5. Coordinating the District calendar with known activities that may affect student attendance and learning.

## Legal References:

## Wisconsin Statutes

Section 115.001 [definitions; including "school year," "school term," etc.]
Section 115.01 [classifications; including the definition of "school day"]

Section 118.045 [commencement of school term; September $1^{\text {st }}$ start date]
Section 120.12(15) [board duty to establish the hours of a normal school day]
Section 120.12(27) [school closings and re-openings]
Section 121.02(1)(f) [school district standards; required hours of direct student instruction]

## Wisconsin Administrative Code

Pl 8.01 (2)(f) [school district standards; required hours of direct student instruction]
Pl 8.01(4) [waivers from school hours]
PI 27 [commencement of school term]
Adoption Date: $11 / 17 / 80$
Amended: 11/07/16
09/27/21

The administration is directed to prepare and oversee the implementation of a plan for the annual special observance days that are designated in state law. The District does not require that each such day be recognized/observed in the same manner or at every grade level. Examples of possible activities include:

1. Special announcements that identify and provide background about the designated day;
2. Classroom-based activities in particular schools, grades, or classes, that are intended as a means of recognizing an observance day;
3. Instructional activities integrated into the relevant curriculum that are intended as a means of recognizing a designated observance day;
4. A school assembly or program that recognizes an observance day and that is offered by or for some or all students in a school.

## Wisconsin Statutes

Section 118.02 [designated special observance days]
Section 118.025 [availability of trees to plant for the observance of Arbor Day]

## Cross Reference

Rule 323.1

Adoption Date: 09/27/2021

Parents may request a change in or exemption to their child's participation in certain District educational programs or activities in accordance with state and federal laws. These laws also grant parents and guardians the right to inspect certain materials that are part of the District's curriculum or other activities.

1. The parent of a student may, upon submitting a written request to the applicable teacher, opt their child out of participation in:
a. Instruction in human growth and development.
b. Instruction in certain health-related subjects (physiology and hygiene, sanitation, the effects of controlled substances and alcohol upon the human system, symptoms of disease and the proper care of the body).
2. The parent of a student may, upon submitting a written request to the principal, opt their child out of participation in:
a. The state-mandated achievement examinations annually administered to students in grades 4, 8, 9, 10, and 11 that are part of the Wisconsin Student Assessment System (WSAS).
3. If the District conducts mental health assessments of any child or arranges to provide mental health services to any child, then, to the extent required by applicable law or as otherwise deemed appropriate by the administration, the District shall provide written notice to the child's parent describing such assessments or services and obtain the written consent of a parent for the child's participation.
4. The District shall provide to the parent of each affected student advance notice of the District's intent to engage any of the following activities (including notice of the scheduled or approximate date of the activity), and, except where applicable law or this policy expressly requires the District to obtain affirmative consent, the parent shall have, at a minimum, the right
to opt their child out of participation in each such activity:
a. Any activity involving the collection, disclosure or use of personal information collected from students for the purpose of marketing, or otherwise providing that information to others for that purpose.
b. Any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance, (b) administered by the school and scheduled by the school in advance, and (c) not necessary to protect the immediate health and safety of the student, or of other students; except that this paragraph shall not be interpreted to apply to any such examination or screening that is required or expressly authorized by state law. However, as to any non-emergency, invasive physical examination to which this paragraph applies, the District shall obtain the advance written consent of a parent before performing the examination on any child.
c. Any survey that contains or reveals information concerning any of the following:

- political affiliations or beliefs of the student or the student's parent;
- mental or psychological problems of the student or the student's family;
- sex behavior or attitudes;
- illegal, anti-social, self-incriminating or demeaning behavior;
- critical appraisals of other individuals with whom students have close family relationships;
- legally recognized privileged or analogous relationships such as those of lawyers, physicians and ministers;
- religious practices, affiliations or beliefs of the student or student's parent; or
- income, other than that required by law to determine eligibility for
participation in a program or for receiving financial assistance under such a program.

However, if the District intends to require students to participate in any survey, analysis or evaluation that would reveal information concerning any of the eight protected-information categories above, and if the activity in question is funded in whole or in part by any program of the U.S. Department of Education, then the District shall first obtain the affirmative, written consent of a parent for the student's participation (or, for an adult student, the advance, affirmative consent of the adult student).

District staff shall take additional precautions to protect student privacy when engaging in any of the above-mentioned activities.
4. Upon request to the District, the parent of a student may inspect:
a. Any instrument used in the collection of personal information from students for the purpose of marketing, or otherwise providing that information to others for that purpose.
b. Any survey the District intends to administer or distribute to students that contains or that would reveal information in any of the eight protected-information categories listed within this policy, above.
c. Any survey created by a third party (regardless of content) before the survey is administered or distributed by a school to a student.
d. Any instructional materials (exclusive of tests or assessments) used as part of the educational curriculum for the student, which shall be interpreted to include, for example, (1) the curriculum and instructional materials used in any human growth and development instructional program; and (2) the instructional materials used in connection with any survey, analysis or evaluation (including any research or experimentation program or project designed to explore new or unproven teaching methods) that is funded in whole or in part by any U.S. Department of Education program.

Parents shall make any of the above requests regarding inspection of materials or student participation in certain activities in writing to the applicable building principal or his/her designee. Other parent requests dealing with student participation in other curricular, instructional or programmatic activities that are not expressly identified in this policy may be made in the same manner. All requests will be judged individually and shall be based upon any applicable state or federal requirements or guidelines. The principal or his/her designee shall respond to such requests in a timely manner.

For purposes of this policy, the terms "survey," "parent," "invasive physical examination," and "personal information for the purpose of marketing" shall be defined as those terms are defined (including applicable exceptions) in the federal Protection of Pupil Rights Amendment (PPRA).

## Legal References:

## Wisconsin Statutes

Section 118.01 (2)(d)2.c [student exemption from certain health education activities]

Section 118.019
Section 118.30(2)(b)3
[human growth and development instruction] [parental right to excuse child from taking state-mandated assessments in grades 4, 8, 9, 10 and 11]

## Federal Laws

20 U.S.C. §1232(h) [Protection of Pupil Rights Provision of General Education Provisions; student privacy policies required and other privacy and parent's rights mandates]
20 U.S.C. $\$ 7101$ [obligation to obtain informed parental consent in connection with certain federally-funded mental health assessments and mental health services]
34 C.F.R. Sections 98.3 and 98.4 [U.S. Department of Education Regulations; last issued/revised under prior versions of the PPRA]

Adoption Date: 11/21/16
Amended: 09/27/21

The procurement and purchasing process generally involves (1) budgeting and other planning for expenditures, (2) evaluating needs and identifying general options that would address a need, (3) selecting a method of procurement and following other procurement procedures for a specific purchase or contract, (4) making an actual purchase or entering into a binding procurement-related contract on behalf of the District, and (5) authorizing and making an actual disbursement of funds from the District treasury in order to pay for a purchase or contractual procurement of services, supplies, equipment, or other property.

Assuming an authorized method of procurement has been followed (as established by applicable law and under District policies and procedures), the School Board authorizes the District to make purchases and supervise the purchasing of all goods and services for the District in accordance with state law and good purchasing practices. The building principal shall supervise purchasing at the school level and approve requisitions for goods and services that have been approved by the Board in the District's annual operating budget.
Limitations on District administration purchasing authority are as follows:

1) Administration will use a competitive bid process on all purchases of supplies, materials, equipment, and any contracted services -- except professional services -- for all transactions that exceed $\$ 50,000.00$.
2) Any single transaction that is $\$ 200,000$ or more shall be approved by the Board of Education.
3) A transaction that involves the District's purchase, lease, or other acquisition of real estate, a building/facility, or some other interest in real estate also generally requires authorization by a vote of the electors at an annual or special meeting.

In a situation involving a public exigency or emergency, the Superintendent may approve an emergency procurement and promptly notify the Board of his or her emergency action.

For all procurement transactions that do not require specific, advance Board approval under this policy and for which the Board has not provided any more
specific direction, the Director of Finance and Operations may make a final purchase, execute a binding procurement contract, or authorize a designee to make such a purchase or execute such a contract on behalf of the District.

No order check, share draft, or other draft or actual disbursement of District funds can be made from the District treasury and the depositories in which the treasury's funds are maintained except in compliance with state law and with the District's policies and procedures governing such disbursements.

It shall be the goal of the District to secure goods and services at the lowest price available whenever possible. In addition to price, consideration shall be given to such factors as the quality of the product or service, vendor conformity to specifications, service record, delivery terms and general suitability to the requirements and needs of the District. The District may reject the lowest price or bid if any of these factors prove unsatisfactory.

All things being equal and as permissible by law, the District will give preference to agents, vendors, or manufacturers residing in the school district who maintain an office in the school district and employ at least one full-time employee. The District reserves the right to prequalify all bidders, agents or vendors, and to determine whether or not the designation as a local business is met. It is the intention of the Board that all purchases be made in such a manner that all qualified vendors have an equal opportunity.

The District's procurement agents have authority under this policy to make certain purchases and to enter into certain procurement contracts on behalf of the District without obtaining specific, advance approval from the Board including especially those relatively routine purchases that are within the budget appropriations that have been previously approved by the Board. Nonetheless, the Board also expressly encourages the administration to communicate any procurement decision to the Board whenever the administration determines that the procurement decision is particularly important or non-routine. Further, the authority granted to the administration and to District purchasing agents under this policy does not exempt such individuals from being evaluated on their exercise of sound judgment in connection with the use of such authority.

## Legal References:

## Wisconsin Statutes

Section 66.0135 [contracts and orders, receipt of invoices, and payments]

| Section 66.0607 | [withdrawal or disbursement from local treasury] |
| :---: | :---: |
| Section 120.10 | [powers of the annual meeting, including authorizing or directing the di to purchase/provide certain property or services] |
| Section 120.16 | [school district treasurer duties, including procedures for disbursements treasury and funds transfers] |
| Federal Law |  |
| 2 C.F.R. Part 200 Subpt. D | bpt. D [post-award requirements under the federal Uniform Guidance] |
| 2 C.F.R. $\$ 200.318$ | [general standards for procurement supported by federal funds] |
| 2 C.F.R. §200.319 | [written procurement standards required] |

Adoption Date: 11/17/83
Amended: $\quad$ 10/20/14
09/27/21

The School Board has, as one of its primary concerns, the safety, health, and physical well being of students and employees of the District. To meet this concern, the administration shall develop and implement appropriate safety-related initiatives and procedures, across all District facilities, programs, and operations, that are consistent with applicable legal requirements and Board policies.

The purpose and goals of the District's overall safety program include all of the following:

1. Provide a safe and healthy school and work environment for students and employees;
2. Protect the safety of students, employees and other persons present on District property and at school-sponsored events to the extent reasonably possible;
3. Facilitate compliance with applicable health and safety laws, codes, and regulations;
4. Minimize mechanical hazards and unsafe conditions in school facilities and on school grounds so as to prevent accidents;
5. Facilitate appropriate responses to safety-related incidents and to the discovery of conditions that present a danger to safety.
6. Inform students and employees of acceptable safety procedures and practices;
7. Develop an attitude of safety-mindedness among students; and
8. Develop an attitude of safety-mindedness among staff that will help ensure a safe and healthy school and work environment, appropriate safety instruction, and enforcement of safe practices among students.

The Director of Finance and Operations shall serve as the district-wide safety officer. The Director of Buildings and Grounds shall serve as the facility health and safety coordinator who has primary responsibility for the coordination and management of all activities related to safety and health considerations
affecting District buildings and other District facilities. Building principals and other supervisory-level staff shall assume such safety-related responsibilities as may be directed by applicable law, by applicable District policies, plans, and procedures, or by the Director of Finance and Operations, the facility health and safety coordinator, or their designee.

The District shall have in place a Board-approved school safety plan that, in addition to meeting other legal requirements, is appropriately individualized with respect to each school building and facility that is regularly occupied by students. The Board shall review and approve the school safety plan at least once every three (3) years. The Director of Finance and Operations shall coordinate the periodic assessment, updating, approval, and dissemination of the District's statutory school safety plan.

## Legal References:

## Wisconsin Statutes

Section 101.055
Section 101.11
Section 115.33
Section 118.07

Section 118.075
Section 118.08
Section 118.09
Section 120.12(1)
Section 120.12(5)
Section 121.02(1)(i)
Section 167.32
Section 175.32
Sections 254.11 to
254.178

Section 255.30 [safety eye protective goggles]

## Wisconsin Administrative Code

Pl 8.01 (2)(i)

[safe and healthful facility rules]

## Adoption Date: 08/16/21

For purposes of this policy, reportable injuries shall include at least any injury which restricts an individual's activities in more than a fleeting and incidental manner or which required, or which can reasonably be expected to require, medical care.

Students. If a student is injured or an accident endangering student health occurs at school or in connection with any school-sponsored or school-supervised activity, the incident shall be reported and documented, as soon as reasonably practicable, pursuant to the procedures defined within the District's emergency nursing services program and any other established safety protocols. If an employee or supervisory agent of the District is aware of such an injury or accident and is unsure of the specific reporting procedures that may apply in the particular situation, the employee or agent shall, at a minimum, promptly notify (1) the student's parent, guardian, or emergency contact; and (2) the relevant building principal, the relevant school health office, or a District-level administrator of the injury and the relevant circumstances.

Employees. Work-related illnesses and injuries affecting District employees and work-related incidents that create a danger to employee health shall be reported and documented, as soon as reasonably practicable, as further provided in the District's Employee Handbook and pursuant to any other established employment procedures. If a work-related illness or injury occurs and the affected employee is not aware of other procedures that may apply in the particular situation, the employee shall, at a minimum, promptly notify his/her immediate supervisor, via a written communication, of the work-related incident.

Other Persons. Injuries to other persons occurring on District property or in connection with any District-sponsored activity shall be promptly reported to the relevant building principal or to the Director of Finance and Operations by (1) any District employee or supervisory agent of the District who witnesses the injury; or (2) an employee or supervisory agent of the District who is otherwise notified or made aware of the injury. If, under the relevant circumstances, it is not practical to promptly notify the building principal or the Director of Finance and Operations or supervisor, the report may be made to the individual who has primary on-site responsibility for supervising the particular site or activity on behalf of the District. The injured person is also strongly encouraged to personally
contact the relevant building principal or the Director of Finance and Operations to report any such injury as soon as reasonably practicable after the incident occurs.

Property Damage and Other Unsafe Conditions. Damage to District property or other conditions related to a District facility or other District property facility that create a clear risk to health or safety, regardless of the cause, shall be promptly reported to the relevant building principal or to the Director of Finance and Operations by (1) any District employee or supervisory agent of the District who witnesses or personally discovers the damage or other unsafe condition; or (2) an employee or supervisory agent of the District who is otherwise notified or made aware of the issue. If, under the relevant circumstances, it is not practical to promptly notify the building principal or the Director of Finance and Operations, the report may be made to the individual who has primary responsibility for coordinating or supervising the relevant building, facility, or operational activity on behalf of the District at the relevant time.

## Legal References:

## Wisconsin Statutes

Section 101.055
Section 101.11
Section 115.33
Section 118.075
Section 120.12(1)
Section 120.12(5)
Section 121.02(1)(g)
Section 121.02(1)(i)
Sections 254.11
to $\underline{254.178}$
Section 255.30
[public employee safety and health] [employer's duty to furnish safe employment and workplace] [state inspections of school buildings] [indoor air quality] [board duty; care, control and management of district property] [board duty; repair of school buildings] [school district standard; emergency nursing services requirement] [school district standard; safe and healthful facilities] [toxic substances in buildings]
[eye protective safety goggles]

## Wisconsin Administrative Code

| Pl $8.01(2)(\mathrm{g})$ | [school district standard; emergency nursing services policy/procedure |
| :--- | :--- |
|  | requirements] |
| PI 8.01 (2)(i) | [safe and healthful facility rules] |

Adoption Date: 09/27/21

The District shall develop and maintain a school safety plan that includes all of the following:

1. General guidelines specifying procedures for:
a. Emergency prevention and mitigation
b. Emergency preparedness
c. Emergency response
d. Recovery from emergencies
2. Guidelines and procedures to address at least each of the following situations:
a. Fire and weather-related emergencies;
b. School violence and attacks;
c. Threats of school violence and attacks, including bomb threats affecting any District facilities or activities;
d. Threats to non-classroom events, including recess, concerts and other performances, athletic events, and any other extracurricular activity or event;
e. Intruder situations;
f. Parent-student reunification;
3. An individualized safety plan for each school building and facility that is regularly occupied by students. The individualized safety plan shall also address any real property related to the relevant school building or facility that is regularly occupied by students.
4. The process for reviewing the methods for conducting drills required to comply with the plan, including but not limited to procedures that facilitate the School Board's review of written evaluations of each drill of students in the proper response to a school violence event.

## PERIODIC UPDATING, REVIEW AND BOARD APPROVAL OF THE SCHOOL SAFETY PLAN

The Board shall review and formally approve the District's school safety plan at least once every three (3) years. The Superintendent shall, on a timely basis,
ensure that the review and possible approval of the plan is placed on a Board meeting agenda as needed to meet the requirements of state law.

Prior to presenting the District safety plan for Board approval or re-approval (including any amendments to the plan) the Superintendent shall coordinate and oversee an administrative review of the plan and, if deemed necessary or appropriate, propose updates to the plan, in compliance with the following:

1. The Superintendent may seek Input into the administrative review and updating process from appropriate stakeholders and subject matter experts as needed.
2. As part of the review and updating process, the Director of Finance and Operations, along with the Director of Buildings and Grounds, shall, in consultation with a local law enforcement agency, conduct an on-site safety assessment of each school building, site, and facility that is regularly occupied by students, as required under state law.

## SAFETY PLAN TRAINING

The Board authorizes the Director of Finance and Operations, in consultation with the Superintendent, to define school safety plan training requirements and opportunities that meet the following minimum requirements and any additional training requirements that may be specified directly in the school safety plan:

1. Building principals and any designated site-specific school safety officers shall participate in school safety plan training that address any prioritized needs, risks, and vulnerabilities of the schools:
a. Upon initial employment or initial assignment to their role;
b. At least once annually following such initial training; and
2. Newly hired employees, other than short-term substitutes, shall receive an orientation to the relevant school safety plan(s) within their first six (6) months of service. The administration shall determine the safety and emergency information that will be provided to short-term substitutes.
3. In addition to participating in any safety and violence response drills that are required by law or conducted pursuant to the relevant school safety plan, employees shall also participate in any other additional inservice or other training opportunities related to the school safety plan and/or safety-related
procedures, as may be authorized or directed by the Director of Finance and Operations or Superintendent. Any such additional training related to the school safety plan shall address any prioritized needs, risks, and vulnerabilities of the schools.
4. Authorized volunteers who are serving in a role that is substantially similar to a role that is also often filled by a District employee, such as a volunteer coach or activity advisor, shall receive an initial orientation to relevant portions of the District's school safety plan and participate in such other training activities as directed by the administration.

## DISSEMINATION OF THE DISTRICT SCHOOL SAFETY PLAN

The Director of Finance and Operations shall ensure that:

1. A copy of the District's current school safety plan is filed with the state Office of School Safety, as required by law; with appropriate law enforcement, fire, and other emergency response agencies; and with any other persons or entities that may be specified in state law or within the plan.
2. Blueprints or other acceptable schematic of District buildings/facilities are filed with law enforcement personnel and with the state Office of School Safety, as required by law.

## Legal References:

Wisconsin Statutes
Section 115.01(10)
Section 118.07
Section 175.32
[school days and school closings due to inclement weather or other conditions affecting health or safety]
[health and safety requirements, including school safety plans, safety drills, and related staff training]

Adoption Date: 09/27/21

The Superintendent, or an administrative-level designee in the temporary absence or unavailability of the Superintendent, shall make decisions regarding school closings, delayed starts, early releases, and any program or activity cancellations due to inclement weather or due to other health or safety concerns. Examples of other health or safety concerns include a communicable disease outbreak, a credible threat to safety, or a utility failure.

In certain circumstances, a decision to close school due to a health or safety concern for a full or partial day may apply only to one or more individual schools. If any District school is closed by an order of a local health officer or by an order of the Wisconsin Department of Health Services, the administration shall implement the order.

When any District school is closed under this policy for a reason other than inclement weather, the administration shall ensure that the Department of Public Instruction is promptly notified of the closing and reopening of the school(s) and of the reason(s) for the closure(s).

## Make-Up Days/Hours for Students

When any District school has been closed for a full or partial day under this policy and scheduled instructional time has been lost, additional school days or extended hours for students will be added to the school calendar/schedule if at least one of the following applies:

1. Additional instructional time is required to meet a state or federal requirement; or
2. A specific procedure or standard for making up days or hours was incorporated into the school calendar/schedule that was adopted for the school year in question.

The Superintendent may designate virtual learning time for some or all schools in order to avoid loss of instructional time.

## Before-School and After-School Activities and Programs

When any District school is closed for a full or partial day due to inclement weather:

1. For a delayed start, all before-school activities and programs at the affected schools shall be cancelled for the day. After-school and evening activities and programs will be held as scheduled unless specifically cancelled by a separate announcement.
2. For an early release, all after-school and evening activities and programs scheduled to take place at the affected school(s) shall normally be cancelled for the day, except that the administration shall clearly specify any exceptions in the announcement(s) of the early release (e.g., for an after-school child care program).
3. For a full school day cancellation due to inclement weather, all before-school activities and programs shall be cancelled for the day. After-school and evening activities and programs shall normally be cancelled for the day, except that the administration shall clearly specify any exceptions by notification(s) and announcement(s) as early in the day as practicable. An exception to hold an after-school or evening event on such a day should only be made if weather conditions have substantially improved, the administration determines that there is a strong justification for holding the event, and affected persons can reasonably be notified of the decision to hold the event.

The standards listed immediately above for inclement weather situations apply to all District-sponsored activities and programs involving students, all community education and community recreation activities or programs that are scheduled to take place at a District facility, and to all previously-approved third-party use of District facilities.

When a school building or other District facility is closed for a reason other than inclement weather, the holding of previously-scheduled activities and programs shall be addressed by the administration on a case-by-case basis. In addition, regardless of whether school was held for students on a particular day, the administration may decide to cancel any District-sponsored activity or program, or any event that is scheduled to take place at a District-controlled facility, in
order to address a concern with health or safety or with the condition of specific property.

This policy does not address or apply to the cancellation of School Board meetings.

## Legal References:

## Wisconsin Statutes

Section 115.01(10)

Section 118.07
Section 120.12(27)
Section 121.02 (1)(f)
Section 252.02(3)
[school days and school closings due to inclement weather or other conditions affecting health or safety]
[school safety plans]
[duty to notify the department of public instruction of certain school closures]
[standards for annual hours of instruction]
[authority of public health officials to close schools to control outbreaks and epidemics]

## Wisconsin Administrative Code

Pl 8.01 (2) (f)
PI 8.01(4)
[standards for annual hours of instruction]
[criteria for waivers from required hours of instruction]

Adoption Date: 09/27/21

The District shall observe measures intended to protect the privacy rights of individuals using school locker rooms. The following provisions outline the extent to which that protection can and will be provided:
(1) Locker rooms are provided for the use of physical education students, athletes and other activity groups and individuals authorized by the building principal or by District policy. No one will be permitted to enter into the locker room or remain in the locker room to interview or seek information from an individual in the locker room at any time. Such interviews may take place outside of the locker room consistent with applicable District policies and/or school rules.
(2) No cameras, video recorders or other devices that can be used to record or transfer images may be used in the locker room at any time.
(3) No person may use a cell phone to capture, record or transfer a representation of a nude or partially nude person in the locker room or to take any other photo or video image of a person in the locker room.

Students and staff violating this policy shall be subject to school disciplinary action and possible legal referral, if applicable. Other persons violating the policy may be subject to penalties outlined in state law. The building principal or his/her designee shall be responsible for enforcing this policy.

## Legal References:

## Wisconsin Statutes

Section 120.13(35) [access to school buildings]
Section 175.22 [privacy in locker room policy]
Section 942.08 [invasion of privacy]
Section 942.09 [representations depicting nudity]
Section 995.50 [right of privacy]

Adoption Date: 09/27/21

For purposes of this policy, an unmanned aircraft, or drone, is defined as any powered, aerial vehicle that does not carry a human operator that (1) when operated outdoors, is subject to federal regulation as an unmanned aircraft, including as a "model aircraft"; or (2) uses aerodynamic forces to provide vehicle lift and can fly autonomously or be piloted remotely. A drone may be expendable or recoverable.

To the extent that the District has local authority to restrict the operation of drones under applicable state and federal law and except as otherwise permitted or authorized under this policy, the following shall apply:

1. No person may operate a drone or provide direct assistance to a pilot-operator of a drone while such person is present on District property, whether owned or leased.
2. No person may use District property for the launch/take-off of a drone or for the planned landing of a drone, regardless of whether the drone is flown primarily above non-District property.
3. No person may operate a drone while he/she is present at any District-sponsored event or activity that is not being held on District property, where, as the event sponsor and occupant of the property in question, the District controls access/attendance and has the discretion to permit, deny, or revoke access/attendance based on this drone-related restriction.
4. No District employee may operate a drone in the course of, or while acting in the scope of, his/her employment.
5. No authorized agent of the District, such as an authorized volunteer, may operate a drone in the course of, or while acting in the scope of, his/her District-authorized role.
6. No student shall operate a drone while at school, while under the supervision of a District authority, or in a manner that would otherwise be cause for possible suspension or expulsion from school under the District's statutory disciplinary jurisdiction.
7. When a Wisconsin Interscholastic Athletic Association (WIAA) tournament event is being hosted at a District-owned or District-controlled facility and the WIAA's applicable policy regarding unmanned aircraft requires separate WIAA and host-district approval for any request to operate a drone at the event, the District shall deny any such request regardless of whether the WIAA has approved, or may approve, the request.

The following are exceptions to the above-stated restrictions:

1. Public safety agencies and their personnel, including federal, state, and local law enforcement officers and fire and rescue personnel, who are lawfully operating a drone for an authorized governmental purpose (as determined by federal law) are not subject to the above restrictions. However, the District appreciates advance coordination and advance communication regarding any such operations that are of a non-emergency or non-essential nature.
2. If the Director of Finance and Operations gives advance permission to a person or business providing commercial services to or for the benefit of the District, such person or business may operate a drone to the extent consistent with the scope of the District's permission and with applicable laws and regulations. The person, business, and any actual operator(s) are solely responsible for knowing and adhering to all state and federal laws related to the ownership, registration, marking, and operation of the drone.
3. If the Director of Finance and Operations, or a building principal acting in consultation with the Director of Finance and Operations on an as-needed basis, grants advance permission to a responsible supervising adult, District students may be authorized to operate a drone in connection with an activity that has a specifically-identified educational purpose, whether curricular or co-curricular.
a. A District employee or other responsible adult who is supervising any drone operations authorized under this exception shall limit his/her involvement in the outdoor operation of a drone to providing only limited assistance to the student operator(s), unless the responsible adult demonstrates to the satisfaction of the administrator who authorizes the activity that the adult's more substantial involvement in
the operation of a drone would be in compliance with the then-applicable federal statutes and regulations. Such person's involvement in any indoor operation of a drone shall be consistent with the educational purpose of the activity.
4. The Director of Finance and Operations, or a building principal acting in consultation with the Director of Finance and Operations on an as-needed basis, may authorize a District employee or an authorized school volunteer to operate a drone, including in situations that will not also involve any student use of a drone, provided that the individual who will be responsible for the operation of the drone first demonstrates to the satisfaction of the authorizing administrator that (a) the proposed use of the drone will be in compliance with the then-applicable federal statutes and regulations (if outdoor operations are proposed); and (b) the individual agrees to lawfully operate the drone in a manner that is also consistent with any additional limitations that the administrator may place on the individual or activity in the interest of safety, privacy, or liability.
5. Any other exception that may be approved by the Director of Finance and Operations, in advance of the activity, as an exercise of case-by-case discretion.

District permission or authorization to operate a drone that is given to any non-District third party shall not be construed to involve (1) the transfer of any liability to the District, or (2) the waiver of any District immunity from or any defenses to claims that the District otherwise would be permitted to assert.

A person who operates a drone or who attempts to operate a drone on or above District property, or in connection with a District-sponsored event or activity, in a manner that violates District policy, that is inconsistent with any approval or authorization given by the District, or that is unlawful is subject to appropriate consequences, including but not limited to possible exclusion from District property or events, possible District-imposed discipline, and/or possible state or federal prosecution or other enforcement actions.

## Legal References:

## Wisconsin Statutes

Section 114.04 [lawful flight; flying and landing limitations]
Section 114.05 [liability of the owner, lessee, and pilot of an aircraft]

Section $114.09(1)(b) 2$ [careless or reckless operation of an aircraft prohibited] Section 114.105 [regulation of drones by municipalities and counties generally prohibited] Section 175.55 [drone defined; limitations on use by law enforcement]
Section 941.292(1) [one statutory definition of drone; limited statutory application]
Section 942.10 [prohibited use of a drone to photograph, record, or observe in locations where person has a reasonable expectation of privacy (other criminal laws may also apply)]

## Federal Law

49 U.S.C. Subtitle VII, Part A, Ch. 401 [federal statutes governing the regulation of air commerce and safety; general provisions]
49 U.S.C. § 40101 [the notes to this statute refer to Section 333 and Section 336 of the FAA Modernization and Reform Act of 2012 (Pub. L. 112-95, title III, subtitle B, Feb. 14, 2012)]
14 C.F.R. Ch. I [federal aviation regulations; generally]
14 C.F.R. Part 48 [federal aviation regulations; registration and marking requirements for small unmanned aircraft]
14 C.F.R. Part 107 [federal aviation regulations; operation and certification of small unmanned aircraft systems]
Federal Aviation Administration Website [home page for list of regulations, links to regulations, policies, and other significant agency interpretation and guidance related to Unmanned Aircraft Systems]

## Adoption Date: 09/27/21

Students, officials, employees, and agents (e.g., a school volunteer) of the District shall use District equipment and supplies only for District-authorized purposes. If any person is uncertain whether a particular use of such equipment or supplies is District-authorized, the District expects the person to seek clarification and permission, in advance, from an appropriate administrator or other supervisor.

1. When authorized by the District and when used in compliance with any applicable policies, conditions, or restrictions that have been established by the District, incidental personal use of District equipment or supplies does not violate this policy.
2. To the extent any student or any District official, employee, or agent of the District is authorized to use a material quantity of consumable District supplies for a non-District purpose (i.e., for reasons that do not relate to the individual's District-connected role), the person shall be required to reimburse the District for the reasonable cost of such supplies. However, no such authorization shall be given for any outside, for-profit activity, including self-employment.
3. Nothing in this policy prevents a student or any District official, employee, or agent from requesting use of District facilities and District equipment for non-District purposes on the same basis that a non-affiliated third party may request such use, including possible fees, not to exceed the actual costs, incurred by the District as a result of such use.

Consistent with this policy and any other applicable Board policies, the District Administrator or an administrative-level designee may create additional rules and procedures to facilitate the implementation of this policy in specific contexts and to protect the District's interests (e.g., check-out and return procedures for students and employees who are authorized to take temporary possession of District equipment; financial responsibility agreements; etc.).

In the absence of either (1) a clear, District-related operational or educational purpose, or (2) an established rule, procedure, directive, or practice, building-based staff and supervisors who receive requests for clarification/permission regarding authorized use under this policy shall normally
either deny the request or refer the inquiry to the District Administrator or his/her administrative-level designee for further review. Reasons that the administration may deny permission include, but are not limited to, avoiding special treatment/favoritism, ensuring appropriate use of publicly-funded equipment and supplies, and avoiding any unacceptable risk of loss, damage, injury, or liability.

Violations of this policy may lead to disciplinary action. Examples of inappropriate use that would violate this policy (and that would not be likely to be authorized even if permission were requested) include the following:

1. A staff member, without permission, removes District landscaping equipment and power tools from District property to use for a home project.
2. A staff member with access to the building brings a small group of friends or family members to privately use a school's fitness center equipment during a school vacation period.
3. A student, without permission and unrelated to any authorized school project, uses a school's 3D printer and related supplies to create objects for personal use or sale.

## Legal References:

## Wisconsin Statutes

Section 120.13(17) [temporary use of school property, including equipment]

Adoption Date: 09/27/21

The District recognizes and supports the following policies of the State of Wisconsin regarding solid waste reduction:

1. That solid waste reduction, reuse, recycling, composting and resource recovery is in the best interest of the State to protect public health, to protect the quality of the natural environment and to conserve resources and energy.
2. That solid waste reduction, reuse, recycling, composting and resource recovery projects should be encouraged in furtherance of these goals.
3. That the implementation of solid waste reduction, reuse, recycling, composting and resource recovery systems and operations requires the involvement and cooperation of all persons and entities comprising this State's society, including individuals, governments, schools, private organizations, and businesses.

All employees are to adhere to applicable state and federal laws and regulations, and local ordinances, that govern the safe and responsible disposition and recycling of certain materials. In addition:

1. The Director of Buildings and Grounds shall have primary responsibility for the overall coordination, implementation, and monitoring of the District's procedures for solid waste disposal, recycling of materials, and the handling of hazardous materials.
2. The Director of Future Ready Learning shall have primary administrative responsibility for coordinating and monitoring the appropriate disposition of any District-controlled electronic devices and related peripherals that will no longer be used by the District. This includes creating and implementing procedures to ensure the appropriate transfer and/or destruction of records or data that is stored on any such device, the use of a qualified disposal/recycling service for such materials (e.g., when the equipment is not sold or transferred for direct re-use), and the proper handling of any hazardous materials.

All employees with responsibilities under this policy shall ensure that the District's property disposition policies and procedures have been followed prior to disposing of District property, including the appropriate designation of District
property for sale or other disposal, the appropriate disposition of property acquired in whole or in part with federal funds, etc.

## Legal References:

## Wisconsin Statutes

Chapter 287
Section 287.05

Section 287.17
Chapter 291
[solid waste reduction, recovery, and recycling, generally]
[the State of Wisconsin's policy statements regarding solid waste reduction, reuse, and recycling]
[electronic waste recycling]
[disposal of hazardous materials/substances]

## Wisconsin Administrative Code

Chapters NR 660 to NR 679 [regulations related to hazardous waste management]

## Federal Regulations

2 C.F.R. Part 200 Subpart D [post-award requirements under the federal Uniform Guidance, including the disposition of property, equipment, and supplies]

## Adoption Date: 09/27/21

Today's new technologies have made learning and information gathering more readily available than ever before and have made it easier to use and copy materials and media. It is the intention of the District that all copyright laws be observed in the District.

Copyrighted materials or media may be used or copied only when such use or copying constitutes a "fair use" as defined by law, or with the prior written permission of the copyright holder. Four factors shall be considered in determining whether or not a particular use is fair under the federal copyright law:

1. The purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes.
2. The nature of the copyrighted work.
3. The amount and substantiality of the portion used in relation to the copyrighted work as a whole.
4. The effect of the use upon the potential market for or value of the copyrighted work.

Educators and students have access to print, images, Websites, moving-image media, and sound media in both analog and digital forms. In all cases, a digital copy is the same as a hard copy in terms of "fair use."

Also, today's technology allows for the creation of multi-media presentations by educators and students. It is the responsibility of course instructors to be familiar with copyright laws and to instruct students in responsible use of images, audio and print materials.

The District shall assume no liability for infringement of copyright by individual employees and others using school equipment in violation of this policy.

## Legal References:

## Wisconsin Statutes

Section 943.70 [computer crimes]

## Federal Laws

Title 17 U.S.C. [use and copying of copyrighted materials, including "fair use"] Digital Millennium Copyright Act [digital rights management]

Adoption Date: 01/11/90
Amended: 08/06/07
09/27/21

## Communicating Outside Events to Staff

Any non-district organization wanting to communicate on district property or using district means may only distribute information in non-workspaces such as restrooms, staff lounges. Email, staff mailboxes, and workrooms are considered district workspaces.

Allowance of outside information in these non-workspaces does no $\dagger$ communicate district support of such activities.

## Communicating Outside Events to Students or Parents

Any non-district organization wanting to communicate events to students or families may request approval from the building principal (building-specific population) or Superintendent (district-wide population). Consideration will be given when the event is directly related to a course of study or school program.

The Superintendent will create administrative rules for allowing such communicating of outside events to students or parents.

## Allowing Outside Organizations Access to Student Populations

Only in circumstances directly related to the priority standards in a course of study or school program will outside organizations access student audiences. The Superintendent will create administrative rules defining conditions of those circumstances.

## Adoption Date: 09/27/2021

Curriculum Support Services<br>66.0301 Cooperative Agreement Between the<br>AltoonaSchool District And the<br>Augusta Area School District

## SCHOOL BOARD RESOLUTION

This document will serve as a 66.0301 Cooperative Agreement between the Altoona School District and the Augusta Area School District for the following purpose.
"Whereas the Altoona School District wishes to purchase services from the Augusta School District for math curriculum development assistance, and whereas Augusta will provide the services of Michelle Parks, Math Consultant Specialist to assist other school districts with their curriculum needs, it appears that the educational interests in these school districts will be served best by joining together to accomplish this work."
"It is hereby resolved that the school boards of Altoona and Augusta agree to establish and maintain, on a cooperative basis, the services of a math consultant specialist, pursuant to Section 66.0301 of the Wisconsin Statutes."

## CONDITIONS

Pursuant to a resolution adopted by the school districts of Altoona and Augusta mutually agree, pursuant to Section 66.0301 of the Wisconsin Statutes, to the following conditions:

1. The said above parties agree and contract for the math consultant specialist services hereinafter set forth;
2. That the Augusta Area School District be the operator and fiscal agent;
3. That Augusta, as the fiscal agent, will include all program expenditures and receipts in Fund 10 of the Wisconsin Uniform Financial Accounting Requirements (WUFAR).
4. That the cost to the participating district be determined on the basis of participation;
5. That estimated budget and plan of operation for this cooperative shall be approved in advance of contract signing by all school district parties hereto;
6. That variations from the budget will require approval of the participating school districts hereto;
7. That unemployment compensation for the service provider will be the responsibility of the participating districts and based on percentage of use;
8. That the participating districts agree to prepay the host district according to the following schedule: One invoice will be mailed in November 2021 with the option for one or two installments; the first due in November 2021 and the second due in January 2022.
9. That Augusta, as the fiscal agent, agrees to file the required financial report with the Department of Public Instruction;
10. The notice of intent to non-renew this agreement by and participating district be in conformance with timelines prescribed in the Wisconsin Statutes 118.22 (2).
11. The term of this agreement shall be for the 2021-22 school year commencing on July 1, 2021 and ending June 30, 2022, unless extended by written amendment to this agreement.
12. Should a court of competent jurisdiction hold any section, paragraph, phrase, or other provision of this agreement invalid, the remaining provisions of this agreement shall continue to be valid.

## Program Costs Based on 2021-22 Contract:

| Service Provided | \# of Days ( $\mathbf{8} \mathbf{~ h r s} / \mathbf{d a y})$ | Estimated Contract Amount |
| :---: | :---: | :---: |
| Curriculum Support | 27 Days | $\$ 15,525$ |

## Operator of Cooperative (Augusta Area School District)

$\overline{\text { District Administrator } \quad \text { Date }}$

Member of Cooperative (Altoona School District)
District Administrator Date

School Board President Date

School Board President Date

## Contracted Service Agreements

An agreement exists between the Altoona School District and the Augusta Area School District; whereby Augusta will provide a licensed provider to serve said school district under the terms listed below.

## It is agreed that:

- Total time for contract includes the amount of time for the following:
- Travel time
- Evaluations
- Direct/indirect services
- Consultation
- The provider of services works according to a mutually agreed upon school calendar between both districts.
- The provider participates in the Augusta Area School District department meetings/professional development.


## Member of Cooperative agrees to:

- Provide suitable instructional facilities at no cost
- Provide access to necessary records
- Provide a networked computer and confidentially located printer if needed
- Establish process for communicating to district staff when provider will be in attendance


# 2021-22 School Year <br> SPECIAL EDUCATION SERVICES <br> 66.0301 COOPERATIVE AGREEMENT <br> Between <br> Eau Claire Area School District <br> And <br> Altoona School District 

## SCHOOL BOARD RESOLUTION

"Whereas the following school districts have disabled children, and whereas it appears that the educational interests of all children in these school districts will be served best by the districts joining together to offer special services, as authorized by the Department of Public Instruction, to meet the needs of students with disabilities."
"It is hereby resolved that the school boards of Eau Claire and Altoona agree to establish and maintain, on a cooperative basis, the special education services of licensed professionals, pursuant to the Chapter PI 14, Section 66.0301 of the Wisconsin Statutes."

## CONDITIONS

Pursuant to a resolution adopted by the school districts of Eau Claire and Altoona mutually agree, pursuant to Section 66.0301 of the Wisconsin Statutes, to the following conditions:

1. That said above parties agree and contract for the cooperation of the special education service as hereinafter set forth;
2. That the Eau Claire Area School District be the operator and fiscal agent;
3. That Eau Claire, as the fiscal agent, will include all program expenditures and receipts in Fund 27 of the Wisconsin Uniform Financial Accounting Requirements (WUFAR).
4. That the cost to the participating district be determined prior to June 30, annually, on the basis of participation and state aid reimbursements determined in the same manner and paid to the participating school districts;
5. That estimated budget and plan of operation for this cooperative shall be approved in advance of contract signing by all school district parties hereto;
6. That variations from the budget will require prior approval of the participating school districts hereto;
7. That unemployment compensation for the service provider will be the responsibility of the participating districts and based on percentage of use;
8. That the participating districts agree to prepay the host district according to the following schedule: One invoice will be mailed in November 2021 with the option of one or two installments, the first due in November 2021 and the second in January 2022.
9. That Eau Claire, as the fiscal agent, agrees to file the required financial report with the Department of Public Instruction;
10. That each district agrees to a calendar of 35 weeks for program operation, which allows for the variances in the contracting districts' calendars.
11. That notice of intent to non-renew this agreement by any participating district be in conformance with timelines prescribed in the Wisconsin Statutes 118.22 (2).

Program Costs Based on 2021-22 Contracts:

| Service Provided | Estimated Contract Amount |
| :---: | :---: |
| Physical Therapy | $\$ 26,755.65$ |
| Total | $\$ 26,755.65$ |

## Operator of Cooperative (Eau Claire Area School District)

District Administrator Date

School Board President Date

Member of Cooperative (Altoona School District)
District Administrator Date

School Board President Date

## Contracted Service Agreements

An agreement exists between the Eau Claire Area School District (ECASD) and the Altoona School District; whereby ECASD will provide a licensed service provider to serve students of said school district under the terms listed below.

## It is agreed that:"

- Total time for contract includes the amount of time for the following:
- Travel to and from your district, beginning in Eau Claire
- Evaluations
- Direct/indirect services
- Consultation
- MA billing/progress notes
- IEP meetings/conferences
- IEP/report writing
- The provider of services works according to the ECASD school calendar
- The provider participates in ECASD district department meetings/professional development


## Member of Cooperative agrees to:

- Provide suitable instructional/therapeutic facilities at no cost
- Provide access to student records
- Provide all supplies and equipment necessary for instruction/therapy that must remain on premises with the student(s)
- Provide a networked computer and confidentially located printer
- Establish process for communicating to district staff when provider is not in attendance


## Operator of Cooperative (Eau Claire Area School District) will:'

- Provide evaluation tools and protocols
- Provide (when available) equipment for trial purposes
- Provide equipment (when available) for use with students until needed in the ECASD


## Policy Type: Operational Expectations

## Financial Administration

The Superintendent shall not cause or allow any financial activity or condition that materially deviates from the budget adopted by the Board. Neither shall the Superintendent cause or allow any fiscal condition that is inconsistent with achieving the Board's Results priorities or meeting any Operational Expectations goals; or places the financial health of the district at risk.

## The Superintendent will:

1. Ensure that payroll and legitimate debts of the district are promptly paid when due.
2. Ensure that all purchases are based upon comparative prices of items of similar value, including consideration of both cost and long-term quality.
3. Ensure that the purchase of supplies, materials and equipment, and any contracted services except professional services, for all transactions in excess of $\$ 50,000$ are based on a competitive bid process.
4. Coordinate and cooperate with the Board's appointed financial auditor for an annual audit of all district funds and accounts.
5. Make all reasonable efforts to collect any funds due the district from any source.
6. Keep complete and accurate financial records by funds and accounts in accordance with Generally Accepted Accounting Principles.
7. Publish a financial condition statement annually.

## The Superintendent may not:

8. Approve any single transaction for supplies, materials and equipment in excess of $\$ 200,000$.
9. Expend more funds than have been received in the fiscal year unless revenues are made available through other legal means.
10. Indebt the organization.
11. Expend monies from reserve funds.
12. Permanently transfer money from one fund to another.
13. Allow any required reports to be overdue or inaccurately filed.
14. Receive, process or disburse funds under controls that are insufficient under generally accepted accounting procedures.

Adopted:
Amended: September 27, 2021
Monitoring Method: Internal Report
Monitoring Frequency: Annually
School District of Altoona Board of Education

## Policy Type: Operational Expectations

## Communicating with and Support for the Board

The Superintendent shall assure that the Board is fully supported and adequately informed about matters relating to Board work and significant district concern.

## The Superintendent will:

1. Submit required monitoring data (see policy B/SR-5-Monitoring Superintendent Performance) in a thorough, accurate and understandable fashion, according to the Board's annual work plan schedule, and including both Superintendent interpretations and relevant data to document compliance or reasonable progress.
2. Provide for the Board, in a timely manner, information about trends, facts and other information relevant to the Board's work.
3. Inform the Board of significant transfers of money within funds or other changes substantially affecting the district's financial condition.
4. Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.
5. Inform the Board of anticipated significant media coverage.
6. Inform the Board, the Board President or individual members if, in the Superintendent's opinion, the Board or individual members have encroached into areas of responsibility assigned to the Superintendent or if the Board or its members are non-compliant with any Governance Culture or Board/Superintendent Relations policies.
7. Present information in simple and concise form, indicating clearly whether the information is incidental, intended for decision preparation, or for formal monitoring.
8. Treat all members impartially and assure that all members have equal access to information.
9. Inform the Board in a timely manner of any actual or anticipated noncompliance with any Board Operational Expectations policy or any anticipated failure to achieve reasonable progress toward any Results policy.
10. Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.
11. Inform the Board in a timely manner of the administrative disposition of complaints referred to the Superintendent by the Board.
12. Inform the Board in advance of any deletions of, additions to or significant modifications of any instructional programs.
13. Annually inform the Board of the staffing plan prior to the start of the school year, including any changes from the previous year and the reason for those changes.
14. Inform the Board of reductions, additions to or significant modifications of the district staffing plan, including the reason for the changes.

Adopted:

## Monitoring Method: Internal Report <br> Monitoring Frequency: Annually

School District of Altoona Board of Education

## QUALIFIED NOMINEE FOR ELECTION TO REGION 4

An election to a three-year term on the WASB Board of Directors from Region 4 will take place on Tuesday, October 12 at 12 noon in an online meeting.

Note: The election will be held separately from the dinner meeting. Both events will take place on Tuesday, October 12.

- Election: Online via Zoom at 12 noon
- Dinner meeting: In person at Off Broadway in Menomonie. Registration begins at 6 pm .

As provided in the WASB Bylaws, this mailing includes the names of all qualified nominees for election from Region 4 with the biography and summary of qualifications submitted for each nominee. The nominees are:

Eileen Sikora, Cornell<br>Alan Tuchtenhagen, River Falls

Election instructions:

1. Visit the WASB 2021 Online Fall Regional Meetings webpage at WASB.org to find information about the candidates for Region 4. (Expand the Region 4 tab to find the link on that webpage.)
2. Select one board member or board of control member to attend the Region 4 Election meeting on Tuesday, Oct. 12 at 12 noon to cast a vote on behalf of the board. (Note: Per the WASB Bylaws, the voting member must be a school board member.)
3. Watch for an email with the link to the online election meeting to be held via Zoom on Tuesday, Oct. 12 at 12 noon. The email will be sent one day prior to the meeting and posted on the Region 4 election page.
4. When entering the online election meeting, the voting member must identify him/herself using his/her first and last name and district or CESA name (example: Aaron Rodgers, Titletown).

Only one school board member per board will be permitted to enter the meeting. A board member representing a CESA board of control must indicate the CESA rather than school board when entering the meeting.
5. During the election meeting, each candidate will have an opportunity to give a short speech. Once those are concluded, the vote will be conducted via Zoom polling following the procedures as provided in the WASB Bylaws.
6. The person elected at the meeting on Tuesday, October 12, 2021, will take office on the WASB Board of Directors following the close of the 2022 Delegate Assembly and serve a three-year term.

Please contact the WASB's Madison office (608) 257-2622 if you have any questions regarding the election.
If you have any difficulties accessing the election meeting on October 12, please contact WASB Communications Director Sheri Krause at 608-512-1705 or skrause@wasb.org.

John H. Ashley, Executive Director
September 11, 2021


## Region 4 (Two Nominee)

Eileen Sikora: Eileen is the mother of five children and 13 grandchildren. She has been a member of the Cornell School Board for 16 years and has been Board Clerk for 15 years. She has worked at the Citizens State Bank as a Loan Processor for 29 years.

She has served her community in several public service positions. She has been a member of the CESA 10 Board of Control and has served as a Sunday School teacher for 30 years and Sunday School Superintendent for 15 years. Along with her family, she is very active in the local 4-H.

Eileen has also attended several WASB events. She has been a committee member on the WASB Policy \& Resolutions Committee as well as served as the delegate for the Delegate Assembly from her district. She has achieved Level 5 in the WASB Board Development Program.

Alan Tuchtenhagen: The father of three, Alan has been a member of the River Falls School Board for 13 years- currently serving at Board Clerk. He is Associate Vice Chancellor Emeritus at UW-River Falls and has spent the last ten years as the Director of the Center for Leadership Studies at Augsburg University. His career has been one of engagement in educational issues at all levels. An experienced board member, he has served in leadership positions with several state and national education organizations. Alan is a frequent presenter at regional and national forums related to education (including three WASB Annual Meetings) and has a special interest in community leadership

Alan's guiding principle as a board member is to advocate for all students and families. That's our job. He has worked with state and national lawmakers and is dedicated to encouraging bipartisan/nonpartisan solutions for our schools. He is a consensus builder who is proud of his board's ability to work together constructively even when they disagree.


[^0]:    ${ }^{1}$ https://files.eric.ed.gov/fulltext/ED497603.pdf
    ${ }^{2}$ https://www.youtern.com/thesavvvintern/index.pho/2012/11/16/12-reasons-community-service-should-be-required-curriculum/

