School District of Altoona

Dr. Connie Biedron, Superintendent

ALTOONA BOARD OF EDUCATION<br>Regular Meeting<br>Altoona Commons Addition<br>March 10, 2014<br>5:30 p.m.<br>Agenda

1. Call to Order
2. Roll Call
3. Reading of Public Notice
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes
a. February 17, 2014 Regular Meeting
b. March 5, 2014 Special Meeting
7. Public Participation (All remarks are to be addressed to the Board; discussion among citizens present is not permitted. Board members may ask questions of a speaker; however, no formal deliberations are allowed at this time.)
a. Non-Agenda items - public comment and concern
b. Agenda items - public comment and concern
8. Treasurer's Report
a. Approval of Checks for Payment
(1) General fund checks totaling \$1,167,649.60
(2) Student activity fund checks totaling $\$ 2,158.86$
9. School Showcase
a. Student Representative's Update
b. RtI (Response to Intervention) Structures
10. Information
a. Committee Reports
(1) Altoona Parks \& Recreation Committee, February 24
b. General Information
c. President's Report
(1) 2014 Legal and Human Resources Conference, February 27-28
d. Superintendent's Report
(1) School Safety \& Security Summit, February 17
(2) Library Board Meeting, February 19
(3) $\mathrm{IAP}_{2}$ Course: Emotion, Outrage and Public Participation, March 6-7
(4) Committee Progress
(5) Civil Rights Compliance Corrective Action Plan
(6) District Office Remodel Plan
(7) Course Options Program Guidelines
(8) Monthly Enrollment Report
(9) Proposed Calendar for 2014/15
(10) Business Manager Job Description
(11) Other Meetings, News and Events (Items announced in this category are not for discussion)
11. Board Action after Consideration and Discussion
a. Consider Retirement of Food Service Employee
b. Consider Resignation of Middle School Teacher
c. Consider Resignation of Middle School Teacher
d. Consider Resignation of Middle School Interventionist
e. Consider Approval of Business Manager Job Description
f. Consider Adoption of School Calendar for 2014/15
g. Consider CESA Services Contract for 2014/15
h. Consider Youth Options Intention List for 2014/15 Semester 1
i. Consider Application for Cooperative Team Sponsorship of Boys Hockey Program
12. Adjournment

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

## ALTOONA SCHOOL BOARD AGREEMENT

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

Adopted: 9/19/11
Amended: 1/21/13


## School District of <br> Altoona

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

Dr. Connie Biedron, Superintendent
www.altoona.k12.wi.us

ALTOONA BOARD OF EDUCATION<br>Regular Meeting<br>Altoona Commons Addition<br>February 17, 2014<br>6:30 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board Vice President, Robin Elvig at 6:30 p.m. in the Altoona commons addition.
2. Roll call was taken and the following were present and absent:

Helen S. Drawbert, President; Absent
Robin E. Elvig, Vice President
Michael J. Hilger, Clerk
Bradley D. Poquette, Treasurer
David A. Rowe, Member
Dr. Connie M. Biedron, Superintendent
Joyce M. Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes. a. February 3, 2014 Regular Meeting. Motion by Hilger to approve the minutes as presented, seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, absent. Motion carried 4-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. (1) Dr. Biedron noted that today's snow day closure was a tough decision. (2) Robin Elvig mentioned the Valentine's Day Banquet sponsored by the Music Boosters. (3) Dave Rowe mentioned that with his retirement, this Banquet was Bob Baldwin's last one as a staff member. b. Agenda items - public comment and concern. None.
8. Treasurer's Report. a. Approval of Checks for Payment. Motion by Rowe to approve general fund checks totaling $\$ 558,077.25$ and student activity fund checks totaling $\$ 60.00$, as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, absent. Motion carried 4-0. b. Approval of Treasurer's Report. Motion by Rowe to approve the Treasurer's Report as presented, seconded by Poquette. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, absent. Motion carried 4-0.
9. Information. a. Committee Reports. None. b. General Information. (1) Chippewa Valley Technical College District Board Vacancies. Three-year term board vacancies effective July 1, 2014 were announced. The application deadline is March 3, 2014. c. President's Report. (1) 2014 Legal and Human Resources Conference. The WASB is sponsoring the conference in Wisconsin Dells, February 27-28.
Mike Hilger is attending. (2) Schedule Board Work Session. A board work session was scheduled for March 5, starting at 8:00 a.m. d. Superintendent's Report. (1) February Coffee and Conversations with Connie. Dr. Biedron gave an update from February conversation sessions. (2) Committee Progress. Dr. Biedron shared the progress of the various committees. The Support Staff Handbook Committee met on February 5. The Calendar Committee on February 6, the Alternative Compensation Committee on February 10, and the Handbook/Retirement Committee on February 11. (3) Digital Learning Day. Classrooms across the district participated in Digital Learning Day on February 5. The media release featuring several activities was shared with the board. (4) Cluster A EdCamp. Our district hosted the Cluster A EdCamp on February 7. More than 400 teachers and support staff attended. Of the 70 sessions offered, 12 were taught by district staff members. Cluster A school districts include Altoona, Augusta, Eleva-Strum, Fall Creek, Gilmanton, Mondovi and Osseo-Fairchild. (5) Cluster A Board Retreat. Dr. Biedron, Helen Drawbert, Robin Elvig, Mike Hilger and Brad Poquette attended the board retreat on February 12. The event was held at Central High School in Strum. Dan Conroy presented "Best Kept Secrets and Missed Opportunities: Understanding the Skills Gap." (6) District Office Update. Renovation plans for the new district office building are in the process of a redesign to accommodate use of the first floor only for office space. (7) Budget Update. Budget expenditures and revenues as of February 12 were provided. The budget process for 2014/15 is underway. (8) Agreement with Altoona Athletic Boosters. The proposed agreement was reviewed. The boosters’ club status was reinstated as of February 11. See 10. g. (9) Other Meetings, News and Events (Items announced in this category are not for discussion.). Topics announced include: February 17snow day, PLC boot camp, Dean of College of Education interviews, Parent-Teacher Conference, and an upcoming conference.
10. Board Action after Consideration and Discussion. a. Consider Retirement of Instrumental Music Teacher. Motion by Rowe to accept the retirement of Robert Baldwin, instrumental music teacher, effective at year end (2013/14), seconded by Poquette. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, absent. Motion carried 4-0. b. Consider Retirement of Music Teacher. Motion by Hilger to accept the retirement of Donald Crane, music teacher, effective at year end (2013/14), seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, absent. Motion carried 4-0.c. Consider Retirement of Business Manager. Motion by Rowe to accept the retirement of Kathy Dahl, business manager, effective July 18, 2014, seconded by Poquette. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, absent. Motion carried 4-0. d. Consider Employment Recommendation to Fill Part-Time High School Study Hall Aide Position. Motion by Rowe to approve the employment of Kelli Garbisch to fill the high school study hall aide part-time position (. 40 FTE) as recommended, effective February 17, 2014, seconded by Hilger. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, absent. Motion carried 4-0. e. Consider Employment Recommendation to Fill Coaching/Advisor Positions. Motion by Poquette to approve coaches/advisors for the 2013/14 season as presented: Todd Lenz, middle school boys track; Tim Kaiser, high school boys' head golf; Erin Welch, high school boys’ head tennis; Emilee Planert, high school head softball; Bob Hicks, high school assistant softball; Deanna Schleusner, high school assistant softball; Steve Lippert, high school girls’ track assistant; Paul Meznarich, high school boys’ track assistant; Jay Johnson, high school head baseball; Zach Valk, high school boys tennis assistant; Ali Gillespie, middle school girls; track (co-coach), seconded by Hilger. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, absent. Motion carried 4-0.f. Consider Recommendation for Additional 4-5 Grade Section for 2014/15. Motion by Rowe to approve the additional section for grades 4-5 beginning in the 2014/15 as recommended, seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, absent. Motion carried 4-0.

Altoona Board of Education, February 17, 2014 - Page 3
g. Consider Agreement with the Altoona Athletic Booster Club, Inc. Motion by Poquette to approve the agreement with the Altoona Athletic Booster Club, Inc. as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, absent. Motion carried 4-0.
11. Adjournment. Motion by Hilger to adjourn at 7:17 p.m., seconded by Poquette. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, absent. Motion carried 4-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, March 10, 2014 at 6:30 p.m. in the Altoona commons addition, 1827 Bartlett Avenue.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

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


## School District of <br> Altoona

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Dr. Connie Biedron, Superintendent
www.altoona.k12.wi.us

ALTOONA BOARD OF EDUCATION<br>Special Meeting<br>District Board Room<br>March 5, 2014<br>8:05 a.m.

1. The Special Meeting of the Altoona Board of Education was called to order by Board President, Helen Drawbert at 8:15 a.m. in the District board room.
2. Roll call was taken and the following were present:

Helen S. Drawbert, President
Robin E. Elvig, Vice President
Michael J. Hilger, Clerk
Bradley D. Poquette, Treasurer
David A. Rowe, Member
Dr. Connie M. Biedron, Superintendent
Joyce M. Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Interviews with Construction Management Companies. Interviews were held with construction management companies: Market \& Johnson (8:15 a.m.); Boldt (9:15 a.m.); and Kraus-Anderson (10:15 a.m.). This next step will provide the board with firmer cost estimates to help them make a decision about a possible building project's scope and timeline. Each company's experience with construction in the K-12 market, their experience working with Architectural Design Group (ADG), their preconstruction and construction services, how they work with local contractors and their project fee structure, were addressed in their presentations.
5. Discuss Next Steps in Construction Management Process. Market \& Johnson was selected to work with the district and ADG through this next phase.
6. Committee Work Update. Dr. Biedron gave an update on committee progress, and shared requests that have been made by committee members for handbook changes.
7. Make-up of Snow Days. a. Review Recommendation. Dr. Biedron reviewed the recommendation. b. Consider Approval of Snow Day Make-up 2013/14. Motion by Elvig to approve the recommendation for snow day make-up as presented (and attached to this minutes), seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.

Altoona Board of Education, March 5, 2014 - Page 2
8. Anticipated Closed Session as Per Section 19.85(1) (c) - Wisc. Statute. Motion by Rowe to adjourn into closed session at 12:54 p.m., seconded by Elvig. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. a. Consider closed session minutes for January 16, 2014; b. Considering employment and performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility - 19.85 (1)(c); c. Considering employment and performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility - 19.85 (1)(c).
9. Reconvene into Open Session and Take Necessary Action. Motion by Elvig to reconvene at 1:49 p.m., and take no action, seconded by Hilger. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0.
10. Adjournment. Motion by Rowe to adjourn at 1:50 p.m., seconded by Poquette. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, March 10, 2014 at 5:30 p.m. in the Altoona commons addition, 1827 Bartlett Avenue. Please note time change.

Joyce M. Orth CAP, Board Secretary

## District Clerk

## Date

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## 2013/14 - Proposal for Inclement Weather Day Make-up

| Inclement Weather Day: | Status: | Make-up Scheduled or Proposal for Make-up: |
| :---: | :---: | :---: |
| 1/6/2014 | No make-up required * (Day 1) | NA |
| 1/7/2014 | No make-up required * (Day 2) | NA |
| 1/27/2014 | Make-up | Will be made up on June 12 (Designated on 12/13 calendar) |
| 1/28/2014 | Make-up | Will be made up on June 13 (Designated on 12/13 calendar) |
| 2/17/2014 | Make-up | Ask school board to "forgive" * (Day 3) |
| 2/21/2014 | Make-up | Monday, April 21: This would be a late start ( $10: 45 \mathrm{MS} / \mathrm{HS}$; 11:15 ES/IS) for students, and a full-day for staff **. |
| In case of 1 more day ...... | Make-up | Friday, April 18: This would be a 2-hour early dismissal for students, and a full-day for staff. |

* A maximum of 5 days may be counted to meet this requirement if they are used for parent conferences or if school is closed by the school district administrator because of inclement weather. In our district, two days of the five day-maximum were used for parent conferences, two more were used for inclement weather on $1 / 6$ and $1 / 7$, leaving one more day available under state law. We request that the snow day used on $2 / 17$ be "forgiven" (not subject to make-up) for staff and students. (DPI administrative rule included below FYI)
**Teachers' professional development make-up (through 2/21/14):
- April 21: 7:30-10:30AM
- June 13: . 50 in PM (students released early)
- 1.5 days on their own-time and reported to their principal (dates/times/and what they did; equivalent to 12 hours)
http://www.altoona.k12.wi.us/staff/staff makeup.cfm


## Administrative Rule - Days and Hours of Instruction (Part 1 - Days; Part 2 - Hours)

PI 8.01(2)(f).

1. Each school district board shall schedule at least 180 days annually. *A maximum of 5 days may be counted to meet this requirement if they are used for parent conferences or if school is closed by the school district administrator because of inclement weather. School days are further defined in s. 115.01 (10), Stats. The 180 day requirement may be reduced for any days during which the state superintendent determines that school is not held or educational standards are not maintained as the result of a strike by school district employees.
2. Each school district board shall annually schedule and hold at least 437 hours of direct pupil instruction in kindergarten, at least 1,050 hours of direct pupil instruction in grades 1 through 6, and at least 1,137 hours of direct pupil instruction in grades 7 through 12. The school hours are computed as the period from the start to the close of each pupil's daily instructional schedule. Scheduled hours under this subdivision include recess and time for pupils to transfer between classes but do not include the lunch period. No more than 30 minutes per day may be counted for recess. In computing the minimum number of instructional hours under this subdivision, days and parts of days on which parent and teacher conferences are held, staff development or inservice programs are held, schools are closed for inclement weather, or when classes are not held may not be counted.

| CHECK DATE | CHECK <br> NUMBER | ACCOUNT NUMBER |  | VENDOR |
| :---: | :---: | :---: | :---: | :---: |
| 02/13/2014 | 129885 | 10 E 800 | 355263300 | AT\&T |
| 02/13/2014 | 129886 | 10 E 100 | 411110000 | CULLIGAN WATER SERVICE |
| 02/13/2014 | 129887 | 10 E 800 | 310252105 | DIVERSIFIED BENEFIT SERVICE |
| 02/13/2014 | 129888 | 10 E 800 | 320254200 | EAU CLAIRE COUNTY HIGHWAY D |
| 02/13/2014 | 129889 | 10 E 800 | 411221910 | GOOGLE, INC. |
| 02/13/2014 | 129890 | 10 E 800 | 310162101 | GROKOWSKY, JENNIFER |
|  | 129890 | 10 E 800 | 441162101 | GROKOWSKY, JENNIFER |
| 02/13/2014 | 129891 | 10 E 100 | 411253300 | HILLYARD, INC - EAU CLAIRE |
|  | 129891 | 10 E 200 | 411253300 | HILLYARD, INC - EAU CLAIRE |
|  | 129891 | 10 E 400 | 411253300 | HILLYARD, INC - EAU CLAIRE |
|  | 129891 | 10 E 100 | 411253300 | HILLYARD, INC - EAU CLAIRE |
|  | 129891 | 10 E 200 | 411253300 | HILLYARD, INC - EAU CLAIRE |
|  | 129891 | 10 E 400 | 411253300 | HILLYARD, INC - EAU CLAIRE |


| INVOICE <br> DESCRIPTION |  | AMOUNT |
| :--- | :--- | :--- | :--- |
| TELEPHONE |  | $1,083.84$ |
|  | Totals for 129885 | $1,083.84$ |

VACUUM
VACUUM
VACUUM
ICE MELTER
ICE MELTER
ICE MELTER

Totals for
plumbing repair parts
plumbing repair parts
plumbing repair parts
plumbing repair parts
plumbing repair parts
plumbing repair parts Totals for 129892

Stools, manipulatives, items
for classroom
Stools, manipulatives, items
for classroom

$$
\text { Totals for } 129893
$$

Classroom Items
Totals for 129894

Books
Totals for 129895

30 Used computers
Totals for 129896
sound system repair
8.60 February 8.60
780.23 February 780.23
488.22 February sidewalks ACCOUNT 53340

Totals for 129888
488.22

| Archiving service for staff <br> email for$2013-14$ <br> Totals for 129889 | 13.75 February |
| :--- | :---: |
| Second payment for middle <br> school show choir services <br> Second payment for middle <br> school show choir services <br> Totals for 129890 | 325.00 February |

178.34 February
178.34 February
178.33 February
186.67 February
186.67 February
186.66 February

1, 095.01
31.52 February
31.52 February
31.52 February 136.46 February 136.45 February 136.46 February 503.93
781.48 February
0.00 February
781.48
126.43 February 126.43
518.97 February 518.97

2,550.00 February 2,550.00
59.00 February







13140071327 E 700551158000 TIERNEY BROTHERS, INC. 13140071327 E 700551223300 TIERNEY BROTHERS, INC. 13140071327 E 700551223300 TIERNEY BROTHERS, INC.

13140071327 E 700551223300 TIERNEY BROTHERS, INC.

\begin{tabular}{|c|c|c|}
\hline INVOICE DESCRIPTION \& AMOUNT \& \begin{tabular}{l}
POST \\
MONTH
\end{tabular} \\
\hline Smarttech LightRaise 60wi interactive projector system, whiteboard and installation Please fax PO to Tierney Brothers Attn Chris Kasper \& 498.15 \& February \\
\hline Smarttech LightRaise 60wi interactive projector system, whiteboard and installation Please fax PO to Tierney Brothers Attn Chris Kasper \& 3,686.86 \& February \\
\hline Smarttech LightRaise 60wi Daylite whiteboard for use with LightRaise 60wi interactive projector Installation of equipment \& -199.00 \& February \\
\hline Smarttech LightRaise 60wi Daylite whiteboard for use with LightRaise 60wi interactive projector Installation of equipment \& 513.90 \& February \\
\hline \begin{tabular}{l}
Smarttech LightRaise 60wi \\
Daylite whiteboard for use \\
with LightRaise 60wi \\
interactive projector \\
Installation of equipment \\
Totals for 131400713
\end{tabular} \& \(1,420.36\)

$9,119.27$ \& February <br>
\hline HINGES \& 45.00 \& February <br>
\hline HINGES \& 45.00 \& February <br>

\hline | HINGES |
| :--- |
| Totals for 131400714 | \& \[

$$
\begin{array}{r}
45.00 \\
135.00
\end{array}
$$
\] \& February <br>

\hline Payroll accrual \& 144.20 \& February <br>
\hline Payroll accrual \& 212.01 \& February <br>
\hline Payroll accrual \& 232.03 \& February <br>

\hline | Payroll accrual |
| :--- |
| Totals for 131400715 | \& \[

$$
\begin{array}{r}
3.96 \\
592.20
\end{array}
$$
\] \& February <br>

\hline
\end{tabular}

Payroll accrual
160.00 February 755.00 February 55.00 February 970.00

Payroll accrual
8,743.11 February
Payroll accrual
Payroll accrual
Payroll accrual
Payroll accrual
1,615.74 February
78.33 February

73,590.76 February
14,500.20 February
10,830.87 February
2,149.64 February
195.69 February
47.88 February

1,209.51 February
225.72 February
7.09 February
0.00 February






CHECK ACCOUNT

| CHECK <br> DATE | CHECK NUMBER | ACCOUNT |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | NUMBER |  | VENDOR |  |  |
| 03/03/2014 | 131400784 | 50 E 800 | 415257220 | EARTHGRAINS | BAKING CO. | INC. |
|  | 131400784 | 50 E 800 | 415257220 | EARTHGRAINS | BAKING CO. | INC. |
| 03/03/2014 | 131400786 | 50 E 800 | 415257220 | INDIANHEAD | FOODSERVICE | INC |
|  | 131400786 | 50 E 800 | 415257220 | INDIANHEAD | FOODSERVICE | INC |
|  | 131400786 | 50 E 800 | 415257210 | INDIANHEAD | FOODSERVICE | INC |
|  | 131400786 | 50 E 800 | 415257220 | INDIANHEAD | FOODSERVICE | INC |
|  | 131400786 | 50 E 800 | 415257250 | INDIANHEAD | FOODSERVICE | INC |
|  | 131400786 | 50 E 800 | 419257220 | INDIANHEAD | FOODSERVICE | INC |
|  | 131400786 | 50 E 800 | 415257210 | INDIANHEAD | FOODSERVICE | INC |
|  | 131400786 | 50 E 800 | 415257220 | INDIANHEAD | FOODSERVICE | INC |
|  | 131400786 | 50 E 800 | 415257250 | INDIANHEAD | FOODSERVICE | INC |

03/04/2014 13140078710 E 800291221300 ADRIAN, JOSEPHINE

| $03 / 04 / 2014$ | 131400788 | 10 | $E$ | 100 | 411 | 110000 | BADGERLAND PRINTING INC. |
| ---: | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 131400788 | 10 | $E$ | 200 | 411 | 120000 | BADGERLAND PRINTING INC. |  |
| 131400788 | 10 | $E$ | 400 | 411 | 241000 | BADGERLAND PRINTING INC. |  |
| 131400788 | 27 | $E$ | 700 | 411 | 152000 | BADGERLAND PRINTING INC. |  |

03/04/2014 13140078910 E 800561254200 BOBCAT PLUS

| 03/04/2014 | 131400790 | 10 | E | 100 | 320 | 254300 | BRAUN | CORPORATION | LLC |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | 131400790 | 10 | E | 400 | 320 | 254300 | BRAUN | CORPORATION | LLC |
|  | 131400790 | 10 | E | 100 | 320 | 254300 | BRAUN | CORPORATION | LLC |
|  | 131400790 | 10 | E | 400 | 320 | 254300 | BRAUN | CORPORATION | LLC |

03/04/2014 13140079110 E 100320254300 CERTIFIED INC

| $03 / 04 / 2014$ | 131400792 | 10 | E 800 | 386 | 431000 | CESA \#10 |
| ---: | ---: | ---: | ---: | ---: | ---: | ---: |
| 131400792 | 10 E 400 | 310 | 120000 | CESA \#10 |  |  |

IN DESCRIPTION AMOUNT POST MONTH

| Earthgrains/Bimbo Bakeries <br> blanket order <br> Earthgrains/Bimbo Bakeries <br> blanket order <br> $\quad$ Totals for 131400784 | 38.05 March |
| :--- | ---: |
|  | 110.75 March |
|  | 148.80 |


| Indianhead | 3.60 | March |
| :---: | :---: | :---: |
| Foodservice/blanket order |  |  |
| Indianhead | -12.50 | March |
| Foodservice/blanket order |  |  |
| Indianhead | 537.15 | March |
| Foodservice/blanket order |  |  |
| Indianhead | 2,715. 22 | March |
| Foodservice/blanket order |  |  |
| Indianhead | 275.81 | March |
| Foodservice/blanket order |  |  |
| Indianhead | 110.35 | March |
| Foodservice/blanket order |  |  |
| Indianhead | 498.65 | March |
| Foodservice/blanket order |  |  |
| Indianhead | 1,939.42 | March |
| Foodservice/blanket order |  |  |
| Indianhead | 81.34 | March |
| Foodservice/blanket order |  |  |
| Totals for 131400786 | 6,149.04 |  |
| CREDIT REIMBURSEMENT | 100.00 | March |
| Totals for 131400787 | 100.00 |  |
| Enrollment/Census Forms | 84.51 | March |
| Enrollment/Census Forms | 28.17 | March |
| Enrollment/Census Forms | 28.16 | March |
| Enrollment/Census Forms | 28.16 | March |
| Totals for 131400788 | 169.00 |  |


| bucket for bobcat <br> Totals for 131400789 | $\begin{aligned} & 1,190.00 \text { March } \\ & 1,190.00 \end{aligned}$ |
| :---: | :---: |
| HIGH SCHOOL ELEVATOR 3RD | 239.34 March |
| QUARTER |  |
| HIGH SCHOOL ELEVATOR 3RD | 189.33 March |
| QUARTER |  |
| SCHOOL LIFTS - 6TH BILLING | 99.84 March |
| SCHOOL LIFTS - 6TH BILLING | 78.97 March |
| Totals for 131400790 | 607.48 |
| Repair Early Education | 164.16 March |
| building Furnace. |  |
| Totals for 131400791 | 164.16 |
| 3RD QTR TITLE 1 | 2,742.50 March |
| Fall 2014 Off-Campus | 3,579.41 March |
| Totals for 131400792 | 6,321.91 |
| high school art supplies | 82.35 March |


 20130066510 E 200249123000 20130066510 E 200249124000 20130066510 E 200249125400 20130066510 E 200249125500 20130066510 E 200249125510 20130066510 E 200249126000 20130066510 E 200249127000 20130066510 E 200249132700 20130066510 E 200249141000 20130066510 E 200249143000 20130066510 E 200249213000 20130066510 E 200249241000 20130066510 E 200249241100 20130066510 E 200249253300 20130066510 E 200249254300 20130066510 E 400249121000 20130066510 E 400249122000 20130066510 E 400249123000 20130066510 E 400249124000 20130066510 E 400249125400 20130066510 E 400249125500 20130066510 E 400249126000 20130066510 E 400249127000 20130066510 E 400249141000 20130066510 E 400249143000 20130066510 E 400249213000 20130066510 E 400249241000 20130066510 E 400249241100 20130066510 E 400249253300 20130066510 E 400249254300 20130066510 E 400249132700 20130066510 E 400249136320 20130066510 E 700249172000 20130066510 E 800249211100 20130066510 E 800249214400 20130066510 E 800249221910 20130066510 E 800249223100 20130066510 E 800249232100 20130066510 E 800249252000 20130066510 E 800249254200 20130066510 E 800249254300 20130066510 E 800249239000 20130066527 E 700249152000 20130066527 E 700249158100 20130066527 E 700249158320 20130066527 E 700249158330 20130066527 E 700249158340 20130066527 E 700249158510 20130066527 E 700249158520 20130066527 E 700249158530 20130066527 E 700249158710 20130066527 E 700249158730 20130066527 E 700249158750 20130066527 E 700249158760

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## AMOUNT MONTH

18.20 February
47.32 February
18.20 February
32.76 February
5.46 February
5.46 February
10.92 February
32.76 February
32.76 February
18.20 February
6.01 February
31.85 February
16.38 February
54.60 February
9.10 February
36.40 February
18.20 February
18.20 February
72.80 February
18.20 February
63.70 February
9.10 February
9.10 February
66.79 February
54.60 February
9.10 February
21.29 February
42.77 February
54.60 February
27.30 February
54.60 February
18.20 February
36.40 February
13.65 February
18.20 February
7.83 February
12.92 February
27.30 February
8.92 February
36.40 February
36.40 February
18.20 February
18.20 February
2.37 February
36.40 February
2.37 February
18.20 February
14.56 February
18.20 February
18.20 February
18.20 February
18.20 February
18.20 February
18.20 February
18.20 February
18.20 February


02/14/2014 20130066610 L 000000811614 DIVERSIFIED BENEFIT SERVICES I Flex plan charges
Totals for 201300666
163.96 February 163.96

02/14/2014 20130066710 E 100249110000 20130066710 E 100249110100 20130066710 E 100249110101 20130066710 E 100249110200 20130066710 E 100249110300 20130066710 E 100249143000 20130066710 E 100249213000 20130066710 E 100249241000 20130066710 E 100249253300 20130066710 E 100249110100 20130066710 E 100249110101 20130066710 E 100249110200 20130066710 E 100249110300 20130066710 E 200249120000 20130066710 E 200249120600 20130066710 E 200249121000 20130066710 E 200249122000 20130066710 E 200249123000 20130066710 E 200249124000 20130066710 E 200249125400 20130066710 E 200249125500 20130066710 E 200249125510 20130066710 E 200249126000

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11.30 February 33.91 February 36.85 February 28.26 February 28.26 February 5.65 February 5.09 February 16.95 February 11.30 February 11.30 February 11.30 February 11.30 February
5.65 February
2.15 February
22.61 February
5.65 February
14.69 February
5.65 February
10.17 February
1.70 February
1.70 February
3.39 February
10.17 February


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| $\frac{\text { CHECK ACCOUNT }}{}$ |  |
| $02 / 14 / 2014$ |  |
| $\frac{\text { NUMBER }}{201300667}$ |  |
| NUMBER |  |
| 10 E 200249127000 |  | 20130066710 E 200249132700 20130066710 E 200249141000 20130066710 E 200249143000 20130066710 E 200249213000 20130066710 E 200249241000 20130066710 E 200249241100 20130066710 E 200249253300 20130066710 E 200249254300 20130066710 E 400249121000 20130066710 E 400249122000 20130066710 E 400249123000 20130066710 E 400249124000 20130066710 E 400249125400 20130066710 E 400249125500 20130066710 E 400249126000 20130066710 E 400249127000 20130066710 E 400249141000 20130066710 E 400249143000 20130066710 E 400249213000 20130066710 E 400249241000 20130066710 E 400249241100 20130066710 E 400249253300 20130066710 E 400249254300 20130066710 E 400249132700 20130066710 E 400249136320 20130066710 E 700249172000 20130066710 E 800249211100 20130066710 E 800249214400 20130066710 E 800249221910 20130066710 E 800249223100 20130066710 E 800249232100 20130066710 E 800249252000 20130066710 E 800249254200 20130066710 E 800249254300 20130066710 E 800249239000 20130066727 E 700249152000 20130066727 E 700249158100 20130066727 E 700249158320 20130066727 E 700249158330 20130066727 E 700249158340 20130066727 E 700249158510 20130066727 E 700249158520 20130066727 E 700249158530 20130066727 E 700249158710 20130066727 E 700249158730 20130066727 E 700249158750 20130066727 E 700249158760 20130066727 E 700249159110 20130066727 E 700249213000 20130066727 E 700249214400 20130066727 E 700249223300 20130066710 E 100249110300 20130066710 E 800249222200 20130066727 E 800249156600 20130066727 E 700249159110

VENDOR DESCRIPTION diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services i hra payments diversified benefit services I hra payments diVERSIFIED benefit SERVICES I hra Payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services i hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services i hra payments diversified benefit services i hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services I hra payments diVersified benefit services i hra payments diversified benefit services i hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services i hra payments diversified benefit services I hra payments diversified benefit services I hra payments diversified benefit services i hra payments diversified benefit services i hra payments

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## AMOUNT MONTH

10.17 February 5.65 February 1.86 February 9.89 February 5.09 February 16.95 February 2.83 February 11.30 February 5.65 February 5.65 February 22.61 February 5.65 February 19.78 February
2.83 February
2.83 February
20.74 February
16.95 February
2.83 February
6.61 February
13.28 February
16.95 February
8.48 February
16.95 February
5.65 February
11.30 February
4.24 February
5.65 February
2.43 February
4.01 February
8.48 February
2.77 February
11.30 February
11.30 February
5.65 February
5.65 February
0.73 February
11.30 February
0.73 February
5.65 February
4.52 February
5.65 February
5.65 February
5.65 February
5.65 February
5.65 February
5.65 February
5.65 February
5.65 February
56.51 February
2.26 February
1.64 February
2.83 February
5.65 February
11.30 February
16.95 February
5.65 February


| 02/17/2014 20130066810 L 000000811614 DIVERSIFIED BENEFIT SERVICES I Flex plan charges | 187.26 February |
| ---: | :--- |
| Totals for 201300668 |  |

02/17/2014 20130066910 L 000000811614 DIVERSIFIED BENEFIT SERVICES I Flex plan charges Totals for 201300669

Payoff of Altoona Athletic Booster loan for field improvement project Totals for 201300670 31,953.73

02/19/2014 20130067110 E 100249110000 20130067110 E 100249110100 20130067110 E 100249110101 20130067110 E 100249110200 20130067110 E 100249110300 20130067110 E 100249143000 20130067110 E 100249213000 20130067110 E 100249241000 20130067110 E 100249253300 20130067110 E 100249110100 20130067110 E 100249110101 20130067110 E 100249110200 20130067110 E 100249110300 20130067110 E 200249120000 20130067110 E 200249120600 20130067110 E 200249121000 20130067110 E 200249122000 20130067110 E 200249123000 20130067110 E 200249124000 20130067110 E 200249125400 20130067110 E 200249125500 20130067110 E 200249125510 20130067110 E 200249126000

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175.37 February
526.11 February
571.71 February
438.43 February
438.43 February
87.69 February
78.92 February
263.06 February
175.37 February
175.37 February
175.37 February
175.37 February
87.69 February
33.32 February
350.74 February
87.69 February
227.98 February
87.69 February
157.83 February
26.31 February
26.31 February
52.61 February
157.83 February
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$\frac{\text { DATE }}{02 / 19 / 2014} \frac{\text { NUMBER }}{201300671}$\cline { } 20130067110 E 200249132700 20130067110 E 200249141000 20130067110 E 200249143000 20130067110 E 200249213000 20130067110 E 200249241000 20130067110 E 200249241100 20130067110 E 200249253300 20130067110 E 200249254300 20130067110 E 400249121000 20130067110 E 400249122000 20130067110 E 400249123000 20130067110 E 400249124000 20130067110 E 400249125400 20130067110 E 400249125500 20130067110 E 400249126000 20130067110 E 400249127000 20130067110 E 400249141000 20130067110 E 400249143000 20130067110 E 400249213000 20130067110 E 400249241000 20130067110 E 400249241100 20130067110 E 400249253300 20130067110 E 400249254300 20130067110 E 400249132700 20130067110 E 400249136320 20130067110 E 700249172000 20130067110 E 800249211100 20130067110 E 800249214400 20130067110 E 800249221910 20130067110 E 800249223100 20130067110 E 800249232100 20130067110 E 800249252000 20130067110 E 800249254200 20130067110 E 800249254300 20130067110 E 800249239000 20130067127 E 700249152000 20130067127 E 700249158100 20130067127 E 700249158320 20130067127 E 700249158330 20130067127 E 700249158340 20130067127 E 700249158510 20130067127 E 700249158520 20130067127 E 700249158530 20130067127 E 700249158710 20130067127 E 700249158730 20130067127 E 700249158750 20130067127 E 700249158760 20130067127 E 700249159110 20130067127 E 700249213000 20130067127 E 700249214400 20130067127 E 700249223300 20130067110 E 100249110300 20130067110 E 800249222200 20130067127 E 800249156600 20130067127 E 700249159110

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AMOUNT $\quad 157.83$ MONTH 87.69 February 28.94 February 153.45 February 78.92 February 263.06 February 43.84 February
175.37 February 87.69 February 87.69 February
350.74 February
87.69 February
306.90 February
43.84 February
43.84 February
321.80 February
263.06 February
43.84 February
102.59 February
206.06 February
263.06 February
131.53 February
263.06 February
87.69 February
175.37 February
65.76 February
87.69 February
37.70 February
62.26 February
131.53 February
42.97 February
175.37 February
175.37 February
87.69 February
87.69 February
11.40 February
175.37 February
11.40 February
87.69 February
70.15 February
87.69 February
87.69 February
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35.07 February
25.43 February
43.84 February
87.69 February
175.37 February
263.06 February
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02/19/2014 20130067210 E 100249110000 20130067210 E 100249110100 20130067210 E 100249110101 20130067210 E 100249110200 20130067210 E 100249110300 20130067210 E 100249143000 20130067210 E 100249213000 20130067210 E 100249241000 20130067210 E 100249253300 20130067210 E 100249110100 20130067210 E 100249110101 20130067210 E 100249110200 20130067210 E 100249110300 20130067210 E 200249120000 20130067210 E 200249120600 20130067210 E 200249121000 20130067210 E 200249122000 20130067210 E 200249123000 20130067210 E 200249124000 20130067210 E 200249125400 20130067210 E 200249125500 20130067210 E 200249125510 20130067210 E 200249126000 20130067210 E 200249127000 20130067210 E 200249132700 20130067210 E 200249141000 20130067210 E 200249143000 20130067210 E 200249213000 20130067210 E 200249241000 20130067210 E 200249241100 20130067210 E 200249253300 20130067210 E 200249254300 20130067210 E 400249121000 20130067210 E 400249122000

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6.37 February
3.19 February
1.21 February
12.75 February
3.19 February
8.29 February
3.19 February
5.74 February
0.96 February
0.96 February
1.91 February
5.74 February
5.74 February
3.19 February
1.05 February
5.58 February
2.87 February
9.56 February
1.59 February
6.37 February
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3.19 February
12.75 February

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9.56 February
4.78 February
9.56 February
3.19 February
6.37 February
2.39 February
3.19 February
1.37 February
2.26 February
4.78 February
1.56 February
6.37 February
6.37 February
3.19 February
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02/21/2014 20130067310 L 000000811671 GREAT-WEST RETIREMENT SERVICES Payroll accrual Totals for 201300673

| 02/21/2014 | 201300674 | 10 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | 201300674 | 27 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201300674 | 80 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201300674 | 10 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201300674 | 27 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201300674 | 50 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201300674 | 80 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201300674 | 10 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201300674 | 27 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201300674 | 50 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201300674 | 80 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201300674 | 10 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201300674 | 27 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201300674 | 50 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201300674 | 80 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |

02/21/2014 20130067510 L 000000811611 WELLS FARGO BANK 20130067527 L 000000811611 20130067550 L 000000811611 20130067580 L 000000811611 20130067510 L 000000811611 20130067527 L 000000811611 20130067550 L 000000811611 20130067580 L 000000811611

02/21/2014 20130067610 L 000000811613 20130067627 L 000000811613 20130067650 L 000000811613 20130067680 L 000000811613 20130067610 L 000000811613 20130067627 L 000000811613 20130067650 L 000000811613 20130067680 L 000000811613

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Totals for 201300674

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Totals for 201300675

Payroll accrual
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Payroll accrual
Payroll accrual
Payroll accrual
Payroll accrual
Payroll accrual
Totals for 201300676

2,045.00 February 2,045.00
774.78 February
4.00 February
7.50 February
$18,741.45$ February
$3,444.32$ February
575.77 February
15.20 February
$4,383.07$ February
805.53 February
134.66
February
3.56 February
$4,383.07$ February
805.53 February
134.66 February
3.56 February
$18,741.45$ February
$3,444.32$ February
575.77 February
15.20 February
$28,103.56$

15,316.57 February
2,615.62 February 278.87 February 3.01 February 93.50 February 4.00 February 55.00 February 7.50 February

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18,374.07
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02/21/2014 20130067710 L 000000811621 20130067727 L 000000811621 20130067710 L 000000811622 20130067727 L 000000811622 20130067750 L 000000811622

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Payroll accrual
Payroll accrual
Payroll accrual
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Payroll accrual

17,008.43 February
2,494.06 February
3,548.94 February
1,078.56 February 531.92 February


02/21/2014 20130067910 A 000000711100 20130067927 A 000000711100 20130067950 A 000000711100 20130067980 A 000000711100

WELLS FARGO BANK/NET PR \& DIRE PR \& DD/02-21-14 WELLS FARGO BANK/NET PR \& DIRE PR \& DD/02-21-14 WELLS FARGO BANK/NET PR \& DIRE PR \& DD/02-21-14 WELLS FARGO BANK/NET PR \& DIRE PR \& DD/02-21-14

Totals for 201300679

200,680.74 February 39,543.66 February

7,223.72 February 97.87 February

247,545.99

02/24/2014 20130068010 L 000000811614 DIVERSIFIED BENEFIT SERVICES I Flex plan charges
Totals for 201300680
503.94 February 503.94

02/25/2014 20130068110 E 100249110000 20130068110 E 100249110100 20130068110 E 100249110101 20130068110 E 100249110200 20130068110 E 100249110300 20130068110 E 100249143000 20130068110 E 100249213000 20130068110 E 100249241000 20130068110 E 100249253300 20130068110 E 100249110100 20130068110 E 100249110101 20130068110 E 100249110200 20130068110 E 100249110300 20130068110 E 200249120000 20130068110 E 200249120600 20130068110 E 200249121000 20130068110 E 200249122000 20130068110 E 200249123000 20130068110 E 200249124000 20130068110 E 200249125400 20130068110 E 200249125500 20130068110 E 200249125510 20130068110 E 200249126000 20130068110 E 200249127000 20130068110 E 200249132700

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19.81 February
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13.21 February
13.21 February
13.21 February
6.60 February
2.51 February
26.42 February
6.60 February
17.17 February
6.60 February
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1.98 February
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AMOUNT MONTH
2.18 February
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19.81 February
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7.73 February
15.52 February
19.81 February
9.91 February
19.81 February
6.60 February
13.21 February
4.95 February
6.60 February
2.84 February
4.69 February
9.91 February
3.24 February
13.21 February
13.21 February
6.60 February
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0.86 February
13.21 February
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5.28 February
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02/25/2014 20130068210 E 100249110000 20130068210 E 100249110100 20130068210 E 100249110101 20130068210 E 100249110200 20130068210 E 100249110300 20130068210 E 100249143000 20130068210 E 100249213000 20130068210 E 100249241000 20130068210 E 100249253300 20130068210 E 100249110100 20130068210 E 100249110101 20130068210 E 100249110200 20130068210 E 100249110300 20130068210 E 200249120000 20130068210 E 200249120600 20130068210 E 200249121000 20130068210 E 200249122000 20130068210 E 200249123000 20130068210 E 200249124000 20130068210 E 200249125400 20130068210 E 200249125500 20130068210 E 200249125510 20130068210 E 200249126000 20130068210 E 200249127000 20130068210 E 200249132700 20130068210 E 200249141000 20130068210 E 200249143000 20130068210 E 200249213000 20130068210 E 200249241000 20130068210 E 200249241100 20130068210 E 200249253300 20130068210 E 200249254300 20130068210 E 400249121000 20130068210 E 400249122000 20130068210 E 400249123000 20130068210 E 400249124000

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AMOUNT MONTH
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313.96 February
156.98 February
313.96 February
104.65 February
209.30 February
78.49 February
104.65 February
45.00 February
74.30 February
156.98 February
51.28 February
209.30 February
209.30 February
104.65 February
104.65 February
13.60 February
209.30 February
13.60 February
104.65 February
83.72 February
104.65 February
104.65 February
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104.65 February
104.65 February
104.65 February

1,046.52 February
41.86 February
30.35 February
52.33 February
104.65 February
209.30 February
313.96 February
104.65 February
941.87 February
104.65 February
29.30 February
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20.93 February


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| :--- | :--- | :--- | :--- |
| DATE | NUMBER | NUMBER | PENDOR |

## F U N D S U M M A R Y

| FUND | DESCRIPTION | BALANCE SHEET | REVENUE | EXPENSE | TOTAL |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 10 | GENERAL | 603,888.29 | 0.00 | 252,558.72 | 856,447.01 |
| 27 | SPECIAL EDUCATION FUND | 100,456.84 | 0.00 | 174,327.98 | 274,784.82 |
| 50 | FOOD SERVICE | 10,683.39 | 0.00 | 24,890.04 | 35,573.43 |
| 80 | COMMUNITY SERVICE | 282.09 | 0.00 | 562.25 | 844.34 |
| *** | und Summary Totals *** | 715,310.61 | 0.00 | 452,338.99 | 1,167,649.60 |



## FUNDSUMMARY

| FUND | DESCRIPTION | BALANCE SHEET | REVENUE | EXPENSE | TOTAL |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 61 | EXTRA CURRICULAR FUND | 2,158.86 | 0.00 | 0.00 | 2,158.86 |
| *** | fund Summary Totals *** | 2,158.86 | 0.00 | 0.00 | 2,158.86 |

## What is Response to Intervention?

In Wisconsin, Response to Intervention (RtI) is defined as a process for achieving higher levels of academic and behavioral success for all students. Implementation of RtI includes a combination of high quality instructional practice, balanced assessment, and collaboration, all of which are infused with culturally responsive practices (see graph below).

- High Quality Instructional Practice: All students should receive high quality, culturally responsive core academic and behavioral instruction that is differentiated for student need and aligned with the Common Core State Standards (CCSS) for mathematics and English language arts and other state and local standards. Core instruction refers to the curriculum, instruction, and assessment that all students receive. Core curriculum stems from and is directly shaped by the standards, the district curricular framework, and the effective use of formative, summative, and benchmark assessments.
- Balanced Assessment: Continuous review of student progress within a Rtl system involves a balanced, systematic process of constant inquiry that uses multiple measures to determine the current skill level of a student or group of students, how students are responding to core curriculum and instruction, and how students are responding to interventions or additional challenges. No single test score should determine a student's experience at any phase of a Rtl system. Rather, multiple types of data should be gathered, and their evidence should be considered.
- Collaboration: Collaboration is a process where people work together toward common goals. Collaboration as part of a Rtl system includes educators, families, and communities working together both formally and informally. This partnership builds and implements a model that identifies and provides supports to students to increase their academic and behavioral success through data-based decision making.


Further, RtI systems use a multi-level system of support (see graph below) to identify and respond to student need. Implementation of a multi-level system of support includes meaningful family involvement, data-based decision making, and effective leadership. Comprehensive RtI implementation will contribute to increased instructional quality, equitable access to high quality and effective programming, and will assist with the identification and support of learners with varied abilities and needs.


What is another way to think of Response to Intervention? RtI can be compared to the public health prevention model in which universal measures (Tier I) are used to reduce the risk of, or increase the resilience against, disease. Measures include vaccinations, good nutrition, and regular physical exams. In a small portion of the population, indicators of poor health are identified and an intervention may be used to prevent the problem from worsening, such as a doctor prescribing an antibiotic (Tier II). In an even smaller percentage of the population, antibiotics are not enough to treat the illness. These individuals may need more intensive medical attention, such as seeing a specialist (Tier III).

# ALTOONA SCHOOL DISTRICT'S <br> RTI SYSTEM 

## Power Point:

## Response to Intervention (RtI) Defined:

## 1. High Quality Instruction

o Curriculum Companion Version 2
o Backward Design
o Curriculum Completion Plan
o Scope and Sequence
2. Balanced Assessment:
o Assessment calendar
o Universal Assessment Schedule
3. Collaboration
o Watch List
o Diagnostic Reading Process
o Resource Map
o Rtl Parent Letter
o Target Time/PIE Time Plans
o Progress Monitoring

- Intervention Records
- Easy CBM
o SAT Process
- SAT Flowchart
- SAT Meeting Form
- Academic and Behavior Accommodations Forms
- Universal Student Data Card
- SAT Action Plan-Initial Meeting
- SAT Follow-Up Meeting

Our results: MAP Data

# 2Mfioma <br> Parks and Recreation <br> Altoona Parks $\&$ Recreation Department <br> 1904 Spooner Ave <br> Altoona, WI 54720 <br> 715-839-5188 

## Altoona Parks \& Recreation Committee Agenda <br> Monday February 24, 2014 6:00pm Altoona Emergency Services Building 1904 Spooner Ave

1. Call Meeting to Order
2. Roll Call
3. Discuss/consider approval of minutes of the January 27, 2014 Parks \& Recreation Committee Meeting.
4. Park Maintenance Report by Lynn Gesche
5. Recreation/Program Report by Debra Goldbach
6. Presentation given by Richard Johnston and Jeremy Gragert, volunteers working with Clear Vision Eau Claire, regarding the Chippewa Valley bike trail map
7. Discuss/Consider Allowing the High School Baseball team to place the school's logo on the Bement home team dugout
8. Discuss/Consider Renewing the Otter Creek Mountain Bike Trail Improvement and Maintenance Agreement with CORBA
9. Discuss/Consider the Memorandum of Understanding Between the City of Altoona and the Altoona Lions Club-Lions Club Use of City Facilities during Cinder City Days
10. Update on Centennial Park
11. Public Comments and Concerns
12. Adjournment

Debra Goldbach
Recreation Director
Altoona Parks \& Recreation Department


## February 27-28 - Wisconsin Dells, Chula Vista Resort

The WASB 2014 Legal and Human Resources Conference is designed to give school board members and administrators the latest information to help them in governing their districts as effectively as possible. The conference features WASB staff and industry experts. Members may register for one day (\$125) or two days (\$195).

Topics - Day 1

- Individual Employee Contract Issues
- Educator Effectiveness Update
- ADA Issues
- Compensation Essentials
- PPACA Updates
- Strategic Planning-PPACA
- Nondiscrimination in Employee \& Retiree Benefits
- Leadership Succession Planning

Topics - Day 2

- Legal \& Policy Challenges-

Online Instruction

- Employment Issues
- Rules of Order
- Constructive Receipt and IRS Audits
- Harassment and Discrimination
- Nonrenewal of Teacher Contacts
- Student Transportation Liability Issues
- Bargaining \& Labor Law Update

Event Detail: http://www.wasb.org/websites/meetings events/index.php? $\mathrm{p}=1315$


CRISIS MANAGEMENT AND THREAT DETERRENTS FOR SCHOOLS

Jeffrey Watts, Milwaukee Police Department, Intelligence Fusion Center

Understand the need for coordinated approaches to infrastructure protection; understand risk management, public and private partnerships; identify and define infrastructure sites and systems; conduct site assessments; identify vulnerable methodologies; reduce vulnerability, deter threats, and minimize the consequences of attacks and other incidents achieved to prevent and disrupt crime.

## SURVIVING THE ACTIVE SHOOTER

Sgt. Melissa Cwiklinski, City of Milwaukee Police Dept., Tactical Enforcement Unit (SWAT)
By the end of this training session, participants will understand: 1) what an active shooter is, 2) how the police respond to an active shooter, and 3) what you can do to survive an active shooter.

## PROFILING THREATS AND SHOOTERS

Clayton Wible, Brett Banner, and David Fitzgerald, FBI Special Agents
By the end of this training session, participants will be able to identify strategies to increase the preparedness of public and private sectors involved in planning and preparing

```
CURRENT ISSUES: DRUGS AND GANG TRENDS
``` Detective Thomas Obregon, South Side Gang Coordinator, Milwaukee Police Dept.
By the end of this presentation, participants will be able to describe the impact of west coast gang members and drug cartels in Wisconsin. The session will focus on drugs and gang trends in the region.

Our partners for the School Safety and Security Summit include: the Department of Homeland Security, FBI, Southeastern Wisconsin Tactical Team, Milwaukee Police Department, Milwaukee Fire Department, Washington County Emergency Management, West Bend Police Department, West Bend Fire Department, and other safety organizations.


Accommodations are available at a special rate for the School Safety and Security Summit at the Hampton Inn \& Suites.


1975 S. 18th Ave. West Bend, WI 53095



\section*{SCHOOL SAFETY \& SECURITY SUMMIT}

\section*{February 17, 2014}

West Bend High Schools' Auditorium 1305 E. Decorah Rd., West Bend, WI


\section*{SCHOOL SAFETY \＆SECURITY SUMMIT}

\section*{Monday，February 17， 2014 \\ 8a．m．－4p．m．}

West Bend High Schools＇Auditorium 1305 East Decorah Road，West Bend，WI Cost：\(\$ 30 /\) person（includes lunch）

Register at www．west－bend．k12．wi．us
under the Community Tab

》 WHO SHOULD ATTEND？

Superintendents
－Principals
－Facilities Directors

Police Liaison Officers
School Board Members Legislators
by January 31， 2014.
For more information call，262－335－5435．

The West Bend School District is partnering with national and state safety organizations to offer a statewide School Safety and Security Summit to enhance and encourage a more proactive approach to school safety practices for all 424 Wisconsin school districts．

\section*{SESSIONS：}

CARE UNDER FIRE
Brian Murphy，Oak Creek Police Dept．（retired） and Michael Wright，Fire Captain，Milwaukee Fire Department，and President of Southeast Tactical LLC．

Participants will learn the strategies and methods police nd fire departments use to function as one team． This presentation explores how to detect，dissect and decide he actions that＂we＂can take in order to win in the active shooter environment．Lt．Brian Murphy will share his experiences when responding to the Sikh Temple shootin in Oak Creek in 2012.

PROACTIVE THREAT MEASURES：HOMELAND SECURITY BEST PRACTICES
Tim Weller，Dept．of Homeland Security Protective Security Advisor

The purpose of this presentation is to promote security protective measures and services available from the US Department of Homeland Security＇s Protective Security dvisory，which includes security assessments，information sharing and DHS training for both private and public sector companies and agencies．

\section*{IDENTIFYING SUSPICIOUS ACTIVITY IN YOUR SCHOOL}

Mitchell L．Ross，and Daniel Thompson，Milwaukee Police Dept．，Training and Outreach Officer， Intelligence Fusion Center

By the end of this presentation，participants will be able oo identify strategies that allow for collaborative relationships between law enforcement and the private sector．The public／ private sector，along with law enforcement，are reminded that information is the source from which effective intelligence

SOCIAL MEDIA VULNERABILITIES AND OPPORTUNITIES FBI Intelligence Analyst，Experienced instructo at FBI Academy，Quantico，VA
Participants will learn the vulnerabilities and opportunities that social media offers law enforcement．This session will also provide strategies that will support school officials＇ desire to protect students．

\title{
Altoona Library Board Meeting Agenda \\ Wednesday, February 19, 2014 \\ 9:00 A.M. in the library
}
1. Call Meeting to Order
2. Roll call for Library Board
3. Approval of Minutes
4. Public Comments
5. President's report
6. Approval of expenses
7. Discuss/consider public survey for long term planning process
8. Librarian's report
a. Circulation
b. Programming
c. Annual Report data
d. Picture Book Collection Reorganization
9. Schedule next meeting \& items for the agenda
10. Adjourn

\title{
Two-day Course — March 6-7, 2014
}

\author{
Presenter: Mary Hamel \\ International Association of Public Participation Certified Trainer
}

\section*{Description}

Public participation in public schools is a key factor to future success. Making better and sustainable decisions in today's challenging world of conflicting viewpoints and rising outrage requires skills, knowledge, and understanding.

CESA 6 is pleased to bring the International Association of Public Participation (IAP2) two-day course, Emotion, Outrage, and Public Participation to Wisconsin. Participants will earn a certificate of participation from IAP2.

\section*{Objectives}

During this two-day course, you will discover:
- Six practical strategies for managing emotion and outrage.
- New behaviors that you can apply immediately
- A new way of thinking and analyzing public emotion and outrage.
- New ways to plan and implement public participation projects in emotionally charged environments.

\section*{Who should attend?}

This training is helpful for all educational leaders who plan or participate in parent, staff or community engagement.

\section*{For additional information contact:}

Dorreen Dembski, CESA 6 Director of Communication and School PR Services, ddembski@cesa6.org or 920.236.0527


This workshop will be presented by IAP2 certified trainer Mary Hamel.

\section*{Registration Details}
- Dates: March 6-7, 2014
- Registration Fee:
\(\sqrt{ } \$ 600\) per participant registration received by February 7, 2014
\(\checkmark \$ 650\) per participant registration received February 8-28, 2014
\(\checkmark\) Fee includes materials, continental breakfast, lunch and a certificate of participation from IAP2
- Time: March 6 - 8:30 a.m. - 4:30 p.m. March 7 - 8:30 a.m. - 3:30 p.m.
- Onsite check-in: 8:00 a.m. - 8:30 a.m.
- Location:

Comfort Suites, 400 S. Koeller St., Oshkosh Room reservations available at the state rate; traveler must bring tax exempt information.
- Registration Deadline:

February 28, 2014
- Online registration:
http://login.myquickreg.com/event/ event.cfm? eventid=8600

Cancellation Policy: Any registration cancellation for this event must be received by February 28, 2014 for a refund to be issued. No refunds for cancellations received after February 28. Because attendance is limited, persons registering and not in attendance on the day of the session will be charged the full registration fee. CESA 6 reserves the right to cancel any session due to insufficient enrollment. Participants will be notified by email or phone if a cancellation occurs.

\section*{IAP2 Emotion, Outrage, and Public Participation - 2-day Course March 6-7, 2014 - Comfort Suites, Oshkosh}
\begin{tabular}{ll}
\hline Participant Name(s) & District \\
\hline Position(s) (Home) \\
\hline Phone (Work) \\
Would you like to be notified by email of future CESA 6 training sessions? \(\square\) Yes a No
\end{tabular}

Please check one:
- Check is enclosed, made payable to CESA 6 - Bill my School District, PO \#
- Use my Conference Attendance Fund (CESA 6 employed staff ONLY)
- Credit Card Payment

\section*{Cardholder Name}

Cardholder Address (include city, state ZIP)

Credit Card Type (VISA, MasterCard, etc.)

\section*{Exhibit A - Policies, Procedures, Site Selection, and Administration}

A1 A brief description of the demographics of the community surrounding the school district. (Population see http://www.census.gov/ plug in your city and state in the right hand side of this page. Follow the links to fact sheet. Labor force data see http://dwd.wisconsin.gov/oea/affirmative action/default.htm

A2 District Policy and Administrative Procedures Handbook with nondiscrimination and related policies, procedures, and statements marked and/or tabbed. (Each policy should have a board adoption date.) Each Student and Employment Nondiscrimination policy and related equity, special needs, or diversity policies, procedures or guidelines.
A3 Copies of student, parent, staff, and faculty handbooks for all schools or grade levels or for special programs.

A4 Course catalogs/course offerings booklet for each middle and high school, other written communications/selected notices, recruitment materials for students and employees, documents that contain or address policies of nondiscrimination for Title VI, Civil Rights Act of 1964, Title IX, Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans With Disabilities Act of 1990; and Wisconsin Statute 118.13 and PI 9.
A5 One copy of current newspaper/magazine articles, newsletter/ memoranda, bulletin/postings or other written communications or materials for students, parents, employees, and unions that contain or address policies of nondiscrimination and complaint procedures.

A6 Publications that contain the name, office address, telephone number, and email address of the coordinator(s) for Title IX and Section 504.

A7 Public notification issued prior to the beginning of the current school year such as newspaper/newsletter articles that are used to inform the general public of program offerings in career and technical education and that these opportunities are offered without discrimination.
A8 A copy of nondiscrimination grievance or complaint procedures for both students and employees and a list or description of discrimination complaints and their resolution from students or parents from the past 3 years that were reported on PI 1197 forms to the DPI. (Copies of Form PI 1197 See http://dpi.wi.gov/sped/pnd-pi1197.html )

A9 Copies of Equity Plans or the Pupil Nondiscrimination Self Evaluation. http://dpi.wi.gov/sped/pndselfeval.html or http://dpi.wi.gov/sped/puplnondis.html

A10 Copies of promotional materials about the district or programs within the district.
A11 Copies of school or district materials used with business, education, and community partners.
A12 Information on prevention of harassment and bullying and board policies and administrative procedures concerning harassment and bullying.
A13 Copies of "closing the gap" or other school improvement initiatives.
A14 Copies of the job descriptions for the Title IX and Section 504 Coordinators.
A15 A list of all school clubs and organizations and entrance requirements. (This may be in the student handbook.)

\section*{Exhibit B - Site Selection and Admissions Policies}

B1 Copies of admissions policies or administrative procedures.
B2 Copies of board policies, administrative procedures, deliberations or communications related to the site selection of a school or educational program.
B3 Admission policies and prerequisites for career and technical education courses and programs. (This information may be in student handbooks or catalogs.)

\section*{Exhibit C - Counseling and Promotional Materials (including CTE opportunities)}

C1 Description or exhibits of pre-enrollment counseling provided to students.
C2 Copies of school counseling program forms, procedures, programs and reports.
C3 Description of the education and training provided for those staff responsible for ensuring that counseling materials and activities, as well as promotion of courses including Career and Technical Education, are free of bias and stereotypes based on race, color, national origin, sex, or disability.
C4 Description of methods used to review and or eliminate stereotypes or limitations based on race, color, national origin, sex or disability in school promotional materials and activities.
C5 Description of how counselors help students explore diversity, cultural competence, fairness, inclusiveness and equity. (Competency 3 in the old WDGM, and personal and career competencies in the new Comprehensive School Counseling Model. http://www.dpi.wi.gov/sspw/counsl1.html
C6 Examples of materials used for counseling, promotional and recruitment efforts including brochures, posters, pamphlets, etc.
C7 If the district has disproportionate enrollments in courses and programs, provide a description of the steps taken to ensure that this is not due to discrimination, bias or stereotyping in counseling activities. Template available at http://www.dpi.wi.gov/cte/crc/crconsiteproc.html
C8 Description of the means used by counselors to communicate with LEP/ ELL students and hearing impaired students and their parents. OR Identification of interpreter or other aids or services used to communicate with LEP/ELL and hearing impaired students.
C9 Description of the ways in which all school counseling services are provided to LEP/ELL students and students with disabilities.
C10 Description of steps taken to provide students of all races, both sexes and the disabled with information concerning career options and career development. (This may include a list of any role models, such as guest speakers, or other special resources used.)
C11 Examples or descriptions of other provisions made or steps taken to open all career and technical education courses and programs to LEP/ELL students, such as: brochures, pamphlets, posters, bulletins, memoranda, display or bulletin boards, etc., especially designed for LEP/ELL students.

C12 Copies of promotional materials used by teachers and counselors to describe the opportunities in career and technical education to parents, community members and students.

C13 Examples and descriptions of provisions made or steps taken to promote student nontraditional career awareness, preparation and training.

C14 A description of the career development programs in each school.
C15 The current district Education for Employment Plan.
C16 Perkins applications and reports.
C17 Description of any CTE evaluation or improvement plan and results.
C18 Copies of career pathways/programs of study in collaboration with technical colleges.
C19 A list of each CTSO active in the school and the number of student members by sex, race, ELL/LEP, and disability. See http://www.dpi.wi.gov/cte/ctso.html. Template available at http://www.dpi.wi.gov/cte/crc/crconsiteproc.html

\section*{Exhibit D - Limited English Proficient/English Language Learners (LEP/ELL)}

D1 Written procedures/methods used to identify and assess LEP/ELL students.
D2 A copy of the most recent census of LEP/ELL students for the district. See http://www.dpi.wi.gov/ell/lepdatacoll.html
D3 Description of district Bilingual ESL Plan of Services (Form PI-1849), Title III NCLB program or other special programs and services provided to LEP/ELL students. See http://www.dpi.wi.gov/ell/grantsaid.html

D4 Description of how the district provides LEP/ELL students with language support and services. (e.g., translations or staff)
D5 List of the LEP/ELL students currently enrolled in career and technical education programs by CTE program in the middle and high school(s).
Template available at http://www.dpi.wi.gov/cte/crc/crconsiteproc.html
D6 List of any language-related support services or accommodations that are provided to LEP/ELL students to assist them in participating in career and technical education programs.
D7 If the district has at least 10 students from one language group, provide examples of information published in languages other than English (i.e., nondiscrimination policy, grievance procedure, course descriptions, financial aid information, applications, public notifications, etc.).
D8 Evidence that LEP/ELL students and their families have received nondiscrimination notices.
D9 If the district has English Language Learner (ELL or LEP) students, admission policies and prerequisites for career and technical education courses and programs that are written in a language other than English.

\section*{Exhibit E-Financial Assistance}

E1 A list of prizes, scholarships, grants, etc., available to students, the criteria used to select the recipient, and how school staff assist in the selection process.
Template available at http://www.dpi.wi.gov/cte/crc/crconsiteproc.html
E2 A list or other document containing scholarship award trends over several years by student demographics (race, LEP status, sex and Disability status) and by dollar amounts for each scholarship. See http://www.dpi.wi.gov/cte/crc/pdf/criu-01-2004.pdf
Template available at http://www.dpi.wi.gov/cte/crc/crconsiteproc.html
E3 Description of how opportunities for financial assistance are disseminated to all students and to LEP/ELL students and their families in particular.
E4 Examples of pamphlets, brochures, newsletters, newspaper articles, posters, bulletins, memoranda, etc., which include notification of opportunities for financial assistance.
E5 Materials or documents, including notifications of opportunity for financial aid that are written in a language other than English.
E6 District-generated application form(s) for financial assistance. (DO NOT include FAFSA forms.)
E7 A description of the process and the staff responsible for conducting the planned and periodic review of financial assistance for nondiscrimination.

There is NO Exhibit F section.

\section*{Exhibit G - Students with Disabilities (SWD)}

G1 A summary of the students with disabilities enrolled in regular and special needs programs. A summary of students with disabilities enrolled in CTE programs. This may include a breakdown by educational environment. (Special Education plans or reports)

Template available at http://www.dpi.wi.gov/cte/crc/crconsiteproc.html
G2 A copy of or description of criteria used to determine eligibility for admission to all courses and programs available through the district.

G3 A copy of or a description of informational material used with SWD and their parents to develop career awareness and development skills.

G4 A copy of or description of any work-based learning opportunities for students with disabilities.
Template available at http://www.dpi.wi.gov/cte/crc/crconsiteproc.html
G5 Written procedures and methods used to identify and assess students with disabilities. (FAPE) (Procedural Safeguards)

G6 Samples of student 504 plans and IEPs.
G7 Description of special services, programs or modifications provided for students with disabilities.
G8 District Special Education Local Performance Plan (LLP) formerly Special Education Plan. See http://www.dpi.wi.gov/sped/lpp.html

G9 Copy of most recent special education monitoring report.
G10 Description of dates of modifications/additions to instruction program equipment or physical facility.
G11 Description of the staff development and support available to regular and CTE educators to serve SWD in their classes and programs.

\section*{Exhibit H-Facilities}

H1 Prepare a detailed floor plan map for each middle and high school building. See sample at: http://www.dpi.wi.gov/cte/crc/crconsiteproc.html
- Please label each hallway with a number or letter.
- For each section of the building and each parking lot identify the year of original construction and the dates of facility additions, modifications or renovations. (using different colors is very helpful)
- Indicate each bathroom, building entrance, water fountain, telephone, or other features that are physically accessible to individuals with disabilities. Please code as follows:

BF - Bathroom, Female
BM - Bathroom, Male
E - Accessible Entrance
WF - Water Fountain
P-Accessible Parking spaces
LF-Locker Room Female
LM-Locker Room Male
EL-Elevator
Pool-swimming pool
- Indicate and identify the location of any separate facilities (other than bathrooms or locker rooms) provided or restricted on the basis of sex, race, disability, English proficiency, or other protected status with:

SF
H2 Copies of district or building Section 504 and ADA self-evaluations, accessibility studies, or reports. See http://www2.ed.gov/policy/rights/reg/ocr/edlite-34cfr104.html\#S6 -see section 104.6
H3 Copies of renovation plans or schedules.
H4 A list of complaints or concerns regarding lack of facility access.

\section*{There is NO Exhibit I section.}

\section*{Exhibit J - Student Employment and Training Programs}

J1 School and program policies and training agreements for participation in work-based learning programs. (This may be included in student and/or parent handbooks or curriculum guides.)
J2 A roster of participants identified by race, sex, disability and LEP/ELL, in grades 9-12 enrolled in all workbased learning programs (see http://www.dpi.wi.gov/cte/pdf/wblbrochure.pdf ). Template available at http://www.dpi.wi.gov/cte/crc/crconsiteproc.html

J3 A roster of participants identified by race, sex, disability and LEP/ELL for those courses and programs offered through cooperative agreements with other districts, education institutions, third party vendors, consortia or distance education. Template available at http://www.dpi.wi.gov/cte/crc/crconsiteproc.html
J4 Description of steps taken to ensure that students are not discriminated against in all work-based learning programs.

J5 Written agreements used with employers, students, parents and sponsors of all work-based learning programs.

\section*{Exhibit K - Employment Opportunities}

Copies of employment policies and procedures for hiring, promotion, retention, staff development, and tenure including:

K1 Professional and nonprofessional employment applications.
K2 A variety of past or current job vacancy announcements (10 or so).
K3 A variety of past or current promotional opportunity announcements.
K4 Written criteria used to evaluate job applicants.
K5 A description of the process used by disabled staff (or qualified applicants) to request reasonable accommodations.

K6 A list of the requests for accommodation made by disabled staff in the last three years with district response described.
K7 Copies of all negotiated agreements and employment policies or records for all staff that show the salary scale for the current school year.
K8 A description of the process used to evaluate staff job performance. Include copies of any forms used for this purpose.

K9 A description of the methods the district uses to provide notice to all applicants and staff of their nondiscrimination policies in employment. (This is more important if there is no nondiscrimination clause in negotiated agreements.)
K10 A copy of each grievance procedure an applicant or employee might use to file a discrimination complaint.

K11 Copies of employee handbooks or access to the district web site where handbook information is located.
K12 Demographic information on staff by role, race, national origin, sex, disability.
K13 A description of where the required Wisconsin fair employment law posters are posted.

Other documents you would like us to review...

\section*{School District of Altoona \\ Civil Rights Compliance \\ Corrective Action Plan}
\begin{tabular}{|l|l|l|l|l|}
\hline \begin{tabular}{l} 
Directive \\
\#
\end{tabular} & \begin{tabular}{l} 
Corrective Activities \\
ldentify the sequence of steps, tasks and/or activities that will be \\
completed to correct the finding of noncompliance.
\end{tabular} & \begin{tabular}{l} 
Timeline \\
Determine when the corrective \\
steps, tasks and activities will be \\
conducted and/or completed.
\end{tabular} & \begin{tabular}{l} 
Person(s) Responsible \\
Name those responsible for \\
implementing the corrective \\
steps, tasks and/or activities.
\end{tabular} & \begin{tabular}{l} 
Outcome Documentation \\
Identify the evidence that will be \\
provided to the DPI to document \\
that the finding of noncompliance \\
has been addressed and correct- \\
ed.
\end{tabular} \\
\hline \begin{tabular}{l} 
A1D6 \\
A1D9 \\
A1D11
\end{tabular} & \begin{tabular}{l} 
Revise and adopt nondiscrimination statements \\
that can be used for all stakeholders for con- \\
sistency and use in policies, notices, and other \\
documents and ensure inclusion of all protected \\
groups. \\
Ensure protected group of "color" is included in \\
all district nondiscrimination notices and poli- \\
cies (along with race, sex, national origin, and \\
disability).
\end{tabular} & & \begin{tabular}{l} 
Provide updated policy to \\
DPI as well as examples of \\
documents showing use \\
of the updated state- \\
ments.
\end{tabular} \\
\hline \begin{tabular}{l} 
A1D9 \\
A1D11
\end{tabular} & \begin{tabular}{l} 
Develop a procedure to add the non- \\
discrimination statement to multiple documents \\
throughout the year for all stakeholder groups \\
(brochures, handbooks, job postings, community \\
publications, etc.)
\end{tabular} & & \begin{tabular}{l} 
(
\end{tabular} & \\
\hline A1D12 & \begin{tabular}{l} 
Add a specific notice to the course description \\
book and website that all courses, including Ca- \\
reer and Technical Education courses are availa- \\
ble without discrimination based on sex, race, \\
color, national origin or disability.
\end{tabular} & & \begin{tabular}{l} 
mentation and examples \\
of current documents for \\
multiple stakeholders to \\
DPI.
\end{tabular} \\
\hline
\end{tabular}
\begin{tabular}{|l|l|l|l|l|}
\hline \begin{tabular}{l} 
Directive \\
\#
\end{tabular} & \begin{tabular}{l} 
Corrective Activities \\
ldentify the sequence of steps, tasks and/or activities that will be \\
completed to correct the finding of noncompliance.
\end{tabular} & \begin{tabular}{l} 
Timeline \\
Determine when the corrective \\
steps, tasks and activities will be \\
conducted and/or completed.
\end{tabular} & \begin{tabular}{l} 
Person(s) Responsible \\
Name those responsible for \\
implementing the corrective \\
steps, tasks and/or activities.
\end{tabular} & \begin{tabular}{l} 
Outcome Documentation \\
Identify the evidence that will be \\
provided to the DPI to document \\
that the finding of noncompliance \\
has been addressed and correct- \\
ed.
\end{tabular} \\
\hline A3D3 & \begin{tabular}{l} 
Develop and publish an annual notice to all \\
stakeholders to provide a brief summary of pro- \\
gram offerings (including CTE), admission criteria, \\
and those persons (and their contact info) coor- \\
dinating Title IX, Title II, and 504, being sure to \\
include all protected groups.
\end{tabular} & & \begin{tabular}{l} 
Provide documentation of \\
this notice to DPI.
\end{tabular} \\
\hline A3D7 & \begin{tabular}{l} 
Revise the annual notice to include missing \\
groups and/or information as noted above.
\end{tabular} & & \begin{tabular}{l} 
Provide the updated an- \\
nual notice to DPI.
\end{tabular} \\
\hline A4D5 & \begin{tabular}{l} 
Provide access to grievance procedure for all \\
stakeholders through continuous notification be- \\
ing sure to include all protected groups.
\end{tabular} & & \begin{tabular}{l} 
Provide example docu- \\
ments where it is pub- \\
lished for students and \\
employees/applicants.
\end{tabular} \\
\hline & \begin{tabular}{l} 
Include the grievance procedure or notification \\
of the grievance procedure with a reference to \\
where it can be found in all district newsletters, \\
magazines, staff bulletin boards, application \\
forms, and handbooks for staff, students, and \\
parents.
\end{tabular} & & \begin{tabular}{l} 
(
\end{tabular} & \\
\hline
\end{tabular}
\begin{tabular}{|l|l|l|l|l|}
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Corrective Activities \\
ldentify the sequence of steps, tasks and/or activities that will be \\
completed to correct the finding of noncompliance.
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Timeline \\
Determine when the corrective \\
steps, tasks and activities will be \\
conducted and/or completed.
\end{tabular} & \begin{tabular}{l} 
Person(s) Responsible \\
Name those responsible for \\
implementing the corrective \\
steps, tasks and/or activities.
\end{tabular} & \begin{tabular}{l} 
Outcome Documentation \\
Identify the evidence that will be \\
provided to the DPI to document \\
that the finding of noncompliance \\
has been addressed and correct- \\
ed.
\end{tabular} \\
\hline B2D3 & \begin{tabular}{l} 
Develop criteria/procedures to ensure that CTE \\
facilities are readily available to all \\
Provide procedures for mobility impaired stu- \\
dents to be able to attend CTE courses without \\
loss of instructional time.
\end{tabular} & & \begin{tabular}{l} 
Provide updated criteria \\
and procedures to DPI.
\end{tabular} \\
\hline B2D5 & \begin{tabular}{l} 
Develop procedures to ensure students with dis- \\
abilities have full access to CTE facilities, courses, \\
and programs. \\
Provide procedures for mobility impaired stu- \\
dents to be able to attend CTE courses without \\
loss of instructional time
\end{tabular} & & \begin{tabular}{l} 
Provide documentation of \\
procedure to DPI
\end{tabular} \\
\hline C1D2 & \begin{tabular}{l} 
Revise policies and/or procedures for recruit- \\
ment and course selection to not limit opportuni- \\
ties for students and are representative of diver- \\
sity. In particular, address nontraditional occu- \\
pation opportunities.
\end{tabular} & \begin{tabular}{l} 
Provide policies/procedures for trying to ad- \\
dress disproportionate enrollment in certain \\
CTE courses.
\end{tabular} & \begin{tabular}{l} 
Prover
\end{tabular} & \begin{tabular}{l} 
Provide updated policy or \\
procedures and its impact \\
on the most recent re- \\
cruitment/selection cycle \\
to DPI.
\end{tabular} \\
\hline \begin{tabular}{ll} 
Home Language survey form for parents who do \\
not speak English
\end{tabular} & & \begin{tabular}{l} 
Provide sample or docu- \\
mentation of available \\
alternative completion \\
method to DPI.
\end{tabular} \\
\hline C1AD1 & & & \\
\hline
\end{tabular}
\begin{tabular}{|c|c|c|c|c|}
\hline \begin{tabular}{l}
Directive \\
\#
\end{tabular} & \begin{tabular}{l}
Corrective Activities \\
Identify the sequence of steps, tasks and/or activities that will be completed to correct the finding of noncompliance.
\end{tabular} & \begin{tabular}{l}
Timeline \\
Determine when the corrective steps, tasks and activities will be conducted and/or completed.
\end{tabular} & Person(s) Responsible Name those responsible for implementing the corrective steps, tasks and/or activities. & Outcome Documentation Identify the evidence that will be provided to the DPI to document that the finding of noncompliance has been addressed and corrected. \\
\hline \[
\begin{aligned}
& \text { C2D2, } \\
& \text { C4D4 }
\end{aligned}
\] & \begin{tabular}{l}
Develop a procedure to review recruiting and/or promotional materials, update materials based on this procedure, and utilize procedure regularly to review new materials. This could involve adding related duties to appropriate staff position descriptions. \\
Ensure someone has responsibility for regularly conducting this review.
\end{tabular} & & & Provide procedure documentation and/or position descriptions and updated materials to DPI. \\
\hline \[
\begin{aligned}
& \text { C3D2, } \\
& \text { C5AD1 }
\end{aligned}
\] & Develop/revise policies and/or procedures that ensure counselors can communicate with ELL or sensory impaired individuals. & & & Provide updated policy or procedures and practice to DPI. \\
\hline D5D2 & Investigate perception that technology education teacher does not support and may even discourage students with disabilities from taking courses in technology education; take appropriate actions to ensure that all students feel welcome and have full access to technology education courses. & & & Provide documentation of investigation, outcomes, and steps being taken to ensure full access to all courses. \\
\hline
\end{tabular}
\begin{tabular}{|l|l|l|l|l|}
\hline \begin{tabular}{l} 
Directive \\
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\end{tabular} & \begin{tabular}{l} 
Corrective Activities \\
Identify the sequence of stess, tasks and/or activities that will be \\
completed to correct the finding of noncompliance.
\end{tabular} & \begin{tabular}{l} 
Timeline \\
Determine when the corrective \\
steps tasks sand activities will be \\
conducted and/or completed.
\end{tabular} & \begin{tabular}{l} 
Person(s) Responsible \\
Name those responsible for \\
implementing the corrective \\
steps, tasks and/or activities.
\end{tabular} & \begin{tabular}{l} 
Outcome Documentation \\
Identify the evidence that will be \\
provided to the DPP to document \\
that the finding of noncompliance \\
has been addressed and correct- \\
ed.
\end{tabular} \\
\hline \begin{tabular}{l} 
G1D2, \\
G1D4
\end{tabular} & \begin{tabular}{l} 
Revise/develop district policies and procedures \\
to ensure that students with disabilities are not \\
excluded from academic, or CTE programs, \\
courses, services, or activities due to equipment \\
barriers or related aids or services not being \\
available. \\
Provide procedures for mobility impaired stu- \\
dents to be able to attend CTE courses without \\
loss of instructional time.
\end{tabular} & & \begin{tabular}{l} 
Provide updated policies \\
and procedures.
\end{tabular} \\
\hline & \begin{tabular}{l} 
Investigate perception that technology education \\
teacher does not support and may even discour- \\
age students with disabilities from taking courses \\
in technology education; take appropriate ac- \\
tions to ensure that all students feel welcome \\
and have full access to technology education \\
courses.
\end{tabular} & & \begin{tabular}{l} 
Provide documentation of \\
investigation, outcomes, \\
and steps being taken to \\
ensure full access to all \\
courses.
\end{tabular} \\
\hline G1D2
\end{tabular}
\begin{tabular}{|c|c|c|c|c|}
\hline Directive \# & \begin{tabular}{l}
Corrective Activities \\
Identify the sequence of steps, tasks and/or activities that will be completed to correct the finding of noncompliance.
\end{tabular} & \begin{tabular}{l}
Timeline \\
Determine when the corrective steps, tasks and activities will be conducted and/or completed.
\end{tabular} & Person(s) Responsible Name those responsible for implementing the corrective steps, tasks and/or activities. & Outcome Documentation Identify the evidence that will be provided to the DPI to document that the finding of noncompliance has been addressed and corrected. \\
\hline H4D4 & Boys bathroom near room 3035 needs to meet handicapped accessible requirements or sign needs to be changed (current sign indicates bathroom is handicapped accessible). & & & Submit photo documentation that the corrective action has been completed; include the verification of authenticity assurance \\
\hline H4D4 & Boys and girls bathrooms near room 3110 need to meet handicapped accessible requirements or signs needs to be changed (current sign indicates bathroom is handicapped accessible). & & & Submit photo documentation that the corrective action has been completed; include the verification of authenticity assurance \\
\hline H4D4 & HS IMC Computer lab needs to have 5\% (and at least one) computer work station that is wheelchair accessible; this/these stations need to have a roll-under height of at least 24 ", a working surface (keyboard) height of 28 " to 34 ", a roll-under width of at least 30 ", and a roll-under depth of at least 19". & & & Submit photo documentation that the corrective action has been completed; include the verification of authenticity assurance \\
\hline H4D4 & HS Business Ed Computer labs need to have 5\% (and at least one) computer work stations that is wheelchair accessible; this/these stations need to have a roll-under height of at least 24 ", a working surface (keyboard) height of 28 " to 34 ", a roll-under width of at least 30 ", and a rollunder depth of at least 19". & & & Submit photo documentation that the corrective action has been completed; include the verification of authenticity assurance \\
\hline
\end{tabular}
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Directive \\
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Corrective Activities \\
ldentify the sequence of steps, tasks and/or activities that will be \\
completed to correct the finding of noncompliance.
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Timeline \\
Determine when the corrective \\
steps, tasks and activities will be \\
conducted and/or completed.
\end{tabular} & \begin{tabular}{l} 
Person(s) Responsible \\
\begin{tabular}{l} 
Name those responsible for \\
implementing the corrective \\
steps, tasks and/or activities.
\end{tabular} \\
\hline \begin{tabular}{l} 
I2D2, 4 \\
SD
\end{tabular} \\
\end{tabular} \begin{tabular}{l} 
Provide shower facilities that are comparable to \\
those available for students without disabilities. \\
Provide a handicap accessible shower that is \\
reasonably available for a student with mobility \\
provided to to the DPl to tocument \\
that the finding of noncompliance \\
has been addressed and correct- \\
ed.
\end{tabular} \\
\hline J1D3,4 & \begin{tabular}{l} 
Develop a policy and/or criteria for selecting and \\
placing students in work study. Include non- \\
discrimination statement on applications, \\
agreements, etc.
\end{tabular} & & \begin{tabular}{l} 
Submit photo documen- \\
tation that the corrective \\
action has been complet- \\
ed; include the verifica- \\
tion of authenticity assur- \\
ance
\end{tabular} \\
\hline \begin{tabular}{l} 
J2D2, \\
J2D4
\end{tabular} & \begin{tabular}{l} 
Develop a procedure (including a timeline) for \\
monitoring, reviewing and maintaining records of \\
employment practices of employers to ensure \\
that they do not discriminate.
\end{tabular} & & \begin{tabular}{l} 
Provide policy/criteria \\
documentation to DPI.
\end{tabular} \\
\hline \begin{tabular}{l} 
J2D6,
\end{tabular} & \begin{tabular}{l} 
Revise the written agreement used between dis- \\
trict and employers for work based learning. This \\
agreement must include a non-discrimination \\
statement and procedures for students to identi- \\
fy or report discrimination or other issues.
\end{tabular} & & \begin{tabular}{l} 
Provide procedure and \\
analysis, documentation, \\
and monitoring actions to \\
DPI.
\end{tabular} \\
\hline
\end{tabular}


1 PROPOSED FRST FLOOR - Option 3


EXISTING CONDITIONS (February 10, 2013)

\section*{Course Options program to expand opportunities for students}

MADISON - The doors to higher education and expanded educational opportunities are opening a little wider for public school students with the rollout of Wisconsin's new Course Options program.

The 2013-15 state budget eliminated part-time open enrollment, a program that had allowed high school students to attend courses in other public school districts while remaining enrolled in their resident district, and established the Course Options program for students at all grade levels. Through Course Options, students may take up to two classes at a time from approved educational institutions in Wisconsin at no cost to students or their parents. Educational institutions include
- public schools in a non-resident school district,
- charter schools,
- technical colleges,
- University of Wisconsin System,
- tribal colleges,
- nonprofit institutions of higher education, and
- nonprofit organizations approved by the Department of Public Instruction.
"Wisconsin has many talented students who want to broaden their horizons or accelerate their learning by taking specialized or college-level coursework," said State Superintendent Tony Evers. "Course Options provides another way for Wisconsin's public school students to access the courses they need to graduate ready for success in college and career."

Through Course Options, students across the state will have new opportunities to access a wide variety of coursework and to earn college credits while in high school. For example, students could take advantage of unique courses offered by a neighboring school district or earn dual credit for courses offered by a university or technical college. Course Options also will provide another pathway for high schools to build or expand their own concurrent enrollment or transcripted credit programs in partnership with local institutions of higher education at no cost to students and their families.

\section*{Course Options Program - Page 2}

Materials from the DPI provide guidance and instructions for students, parents, school districts, and educational institutions regarding local implementation of the program in accordance with state law, including the Course Options student application. In addition, an application and approval process for nonprofit organizations, limited to eligible private schools in the first year, is also available through the DPI.

Under the law, parents submit applications directly to the educational institution the pupil wishes to attend at least six weeks before the start of the course. The educational institution must send a copy of the application to the pupil's resident school board and, no later than one week prior to the date on which the course is scheduled to commence, the educational institution must notify the applicant and the resident school board whether the application has been accepted or rejected.

Reasons for rejection are limited. Educational institutions may deny a request if the student does not meet course prerequisites or entrance criteria or if there isn't space available in the course. School districts must deny a request if it will conflict with a student's Individualized Education Program (IEP) and may reject applications if the requested course does not satisfy high school graduation requirements or if it does not support the student's academic and career plan.

Like the prior part-time open enrollment law, 2013 Wisconsin Act 20 requires all Course Options courses to be made available to public school students at no cost to the student and states that resident school districts are responsible for paying for the course. However, no new state funds were allocated for the expanded Course Options program, and Wisconsin school districts that must fund this program remain under tight revenue controls. The DPI worked to mitigate costs for school districts by requiring institutions of higher education and resident school districts to negotiate the costs of dual credit courses locally and create cost-sharing agreements that are ideally cost-neutral to both parties. This approach is based on the many successful transcripted credit partnerships that Wisconsin's technical colleges and high schools have already established across the state.
"We want every Wisconsin student to graduate college and career ready, ideally with college credits or an industry certification in hand," Evers said. "We are grateful for the many successful partnerships that already exist to help students reach these goals and look forward to the new opportunities that Course Options will offer Wisconsin students and families."

Students can start accessing the Course Option program for the 2014-15 school year. Materials and further information are available online at http://courseoptions.dpi.wi.gov/.

NOTE: Additional information about the Course Options program is available online at http://courseoptions.dpi.wi.gov/. This news release is available electronically at http://news.dpi.wi.gov/files/eis/pdf/dpinr2014_25.pdf.

2012/13 September and May Totals:
\begin{tabular}{|c|c|c|c|c|c|c|c|c|c|c|c|c|c|c|c|c|}
\hline & K4 & K & K. 5 & Gr 1 & Gr 2 & Gr 3 & Gr 4 & Gr 5 & Gr 6 & Gr 7 & Gr 8 & Gr 9 & Gr 10 & Gr 11 & Gr 12 & Totals \\
\hline 21-Sep-2012 & 133 & 121 & 0 & 109 & 107 & 116 & 97 & 92 & 117 & 101 & 116 & 121 & 104 & 115 & 115 & 1564 \\
\hline 16-May-13 & 131 & 125 & 0 & 107 & 108 & 116 & 100 & 96 & 117 & 106 & 112 & 116 & 103 & 113 & 110 & 1560 \\
\hline
\end{tabular}

2013/14 Monthly District Totals:
\begin{tabular}{|c|c|c|c|c|c|c|c|c|c|c|c|c|c|c|c|c|}
\hline & K4 & K & K. 5 & Gr 1 & Gr 2 & Gr 3 & Gr 4 & Gr 5 & Gr 6 & Gr 7 & Gr 8 & Gr 9 & Gr 10 & Gr 11 & Gr 12 & Totals \\
\hline 20-Sep-2013 & 116 & 142 & 0 & 128 & 101 & 120 & 116 & 103 & 94 & 109 & 101 & 117 & 115 & 97 & 112 & 1571 \\
\hline 30-Oct-2013 & 122 & 142 & 0 & 129 & 102 & 122 & 117 & 104 & 95 & 110 & 100 & 117 & 115 & 95 & 112 & 1582 \\
\hline 14-Nov-2013 & 123 & 141 & 0 & 130 & 102 & 123 & 117 & 104 & 96 & 110 & 100 & 117 & 116 & 96 & 112 & 1587 \\
\hline 9-Dec-2013 & 122 & 140 & 0 & 130 & 102 & 124 & 116 & 103 & 96 & 110 & 101 & 117 & 115 & 95 & 113 & 1584 \\
\hline 10-J an-2014 & 120 & 137 & 0 & 130 & 102 & 122 & 113 & 103 & 95 & 107 & 100 & 117 & 114 & 95 & 114 & 1569 \\
\hline 27-Feb-14 & 123 & 139 & 0 & 131 & 102 & 126 & 111 & 103 & 94 & 107 & 100 & 115 & 116 & 93 & 112 & 1572 \\
\hline Mar & & & & & & & & & & & & & & & & 0 \\
\hline Apr & & & & & & & & & & & & & & & & 0 \\
\hline May & & & & & & & & & & & & & & & & 0 \\
\hline J une & & & & & & & & & & & & & & & & 0 \\
\hline \multicolumn{16}{|r|}{*K-12=on campus only Average Enrollment:} & 1578 \\
\hline
\end{tabular}

School Totals This Month:
\begin{tabular}{|c|c|c|c|c|c|c|c|}
\hline & K4 & K & Gr 1 & Gr 2 & Gr 3 & Total & Last Month \\
\hline Pedersen & 123 & 139 & 131 & 102 & 126 & 621 & 611 \\
\hline 上戈 & Gr 4 & Gr 5 & \multicolumn{2}{|l|}{\multirow[t]{4}{*}{\[
\frac{\mathrm{Gr}}{100}
\]}} & \multirow[t]{6}{*}{} & & \\
\hline Intermediate School & 111 & 103 & & & & 214 & 216 \\
\hline & Gr 6 & Gr 7 & & & & & \\
\hline Middle School & 94 & 107 & & & & 301 & 302 \\
\hline & Gr 9 & Gr 10 & Gr 11 & Gr 12 & & & \\
\hline High School & 115 & 116 & 93 & 112 & & 436 & 440 \\
\hline & & & & & Total: & 1572 & 1569 \\
\hline
\end{tabular}
August
\begin{tabular}{|l|r|r|r|r|}
\hline M & T & W & TH & F \\
\hline & & & & \\
\hline & & & & \\
\hline 11 & 12 & 13 & 14 & 15 \\
\hline 18 & 19 & 20 & 21 & 22 \\
\hline 25 & 86 & 88 & 88 & 29 \\
\hline
\end{tabular}
September (21 days)
\begin{tabular}{|l|r|r|r|r|r|}
\hline M & T & W & TH & TH & F \\
\hline LD & 2 & 3 & 4 & 5 \\
\hline 8 & 9 & 10 & 11 & 12 \\
\hline 15 & 16 & 17 & 18 & 19 \\
\hline 22 & 23 & 24 & 25 & 26 \\
\hline 29 & 30 & & & \\
\hline
\end{tabular}
October (21 days)
\begin{tabular}{|r|r|r|r|r|}
\hline M & T & W & \multicolumn{1}{c|}{ TH } & F \\
\hline & & 1 & 1 & \\
\hline 6 & 7 & 8 & 9 & 10 \\
\hline 13 & 14 & 15 & 16 & 17 \\
\hline 20 & 21 & 22 & 23 & 884 \\
\hline 27 & 28 & 29 & 30 & 31 \\
\hline
\end{tabular}
November (17 days)
\begin{tabular}{|l|l|l|l|r|}
\hline M & T & Whrs 17) \\
\hline & & & TH & F \\
\hline 3 & 4 & 5 & & \\
\hline 10 & 11 & 12 & 13 & 7 \\
\hline 17 & 18 & 19 & 20 & 21 \\
\hline 24 & 25 & 26 & 27 & 28 \\
\hline
\end{tabular}
\begin{tabular}{|c|c|c|c|c|}
\hline \multicolumn{3}{|l|}{December (17 days)} & \multicolumn{2}{|l|}{(Tchrs 17)} \\
\hline M & T & W & TH & F \\
\hline 1 & 2 & 3 & 4 & 5 \\
\hline 8 & 9 & 10 & 11 & 12 \\
\hline 15 & 16 & 17 & 18 & 19 \\
\hline 22 & 23 & 24 & 25 & 26 \\
\hline 29 & 30 & 31 & & \\
\hline
\end{tabular}
February (20 days)
\begin{tabular}{|r|r|r|r|r|r|}
\hline M & T & W & TH & TH & F \\
\hline 2 & 3 & 4 & 5 & 6 \\
\hline 9 & 10 & 11 & 12 & 13 \\
\hline 16 & 17 & 18 & 19 & 20 \\
\hline 23 & 24 & 25 & 26 & \(\boxed{2} \mathbf{Z}\) \\
\hline & & & & \\
\hline
\end{tabular}
March (20 days)
\begin{tabular}{|r|r|r|r|r|r|}
\hline\(M\) & T & W & TH & F \\
\hline 2 & 3 & 4 & 5 & 6 \\
\hline 9 & 10 & 11 & 12 & 13 \\
\hline 16 & 17 & 18 & 19 & 20 \\
\hline 23 & 24 & 25 & 26 & 27 \\
\hline 30 & 31 & & & \\
\hline
\end{tabular}
May (20 days)
\begin{tabular}{|l|l|l|l|l|}
\hline M & T & W & TH & F \\
\hline & & & & 1 \\
\hline 4 & 5 & 6 & 7 & 8 \\
\hline 11 & 12 & 13 & 14 & 15 \\
\hline 18 & 19 & 20 & 21 & 22 \\
\hline MD & 26 & 27 & 28 & 29 \\
\hline
\end{tabular}
June (5 days)
\begin{tabular}{|r|r|r|r|r|r|}
\hline M & T & W & TH & (Tchrs 6) \\
\hline 1 & 2 & 3 & 4 & 5 \\
\hline 8 & 9 & 10 & 11 & 12 \\
\hline 15 & 16 & 17 & 18 & 19 \\
\hline & & & & \\
\hline & & & & \\
\hline
\end{tabular}

\section*{Parent-Teacher Conferences:}

Oct 23 (evening); Oct 24 (morning)/No school
Feb 26 (evening); Feb 27 (morning)/No school
*Early Release: Jan 26, Mar 16, Apr 27, June 5 (Tchrs work to \(5: 30\) pm)
Inclement Weather Days: This calendar includes 3 "snow" days. June 8 is designated as a make-up day in the event an additional day is needed.


\section*{Adopted:}

\section*{SCHOOL DISTRICT OF ALTOONA}

\section*{TITLE:}

QUALIFICATIONS:

\section*{REPORTS TO:}

JOB GOALS:

\section*{Business Manager}

Minimum of four-year degree with an accounting emphasis or equivalent. Ability to exercise judgment and discretion in the application and interpretation of all financial affairs. Knowledge of board functions, procedure, organization and governing laws and regulations. Such alternatives to the above qualifications as the Board may find appropriate and acceptable. Department of Public Instruction 08 Business Manager License preferred.

District Administrator
To administer the business affairs of the district in such a way as to provide the best possible educational services with the financial resources available.

\section*{PERFORMANCE RESPONSIBILITIES:}

\section*{Accounting}
1. Supervises the management of the financial affairs and business office personnel of the district.
2. Assumes responsibility for budget development and long-range financial planning.
3. Establishes and supervises a program of accounting adequate to record in detail all money and credit transactions, which includes the collection, safekeeping, and distribution of all funds by verifying coding on all requisitions, disbursements and revenues using WUFAR guidelines. Process accounts payable checks.
4. Supervises all accounting and payroll operations and reporting.
5. Reconciles all bank accounts on a monthly basis and prepares treasurers report to be presented at monthly board meetings.
6. Prepares reports for DPI including but not limited to fall budget and annual reports, state aids and tax levy.
7. Compiles and verifies a variety of periodic specialized financial reports and statements, observing budget applications.
8. Attends board meetings as necessary.
9. Administers a budget control system for the district.
10. Acts as advisor to the superintendent, finance committee and board on all questions relating to the business and financial affairs of the district.
11. Arranges for the external auditing of the school accounts.
12. Interprets the financial concerns of the district to the community at the annual meeting and at other times as appropriate.
13. Keeps informed on new financial computer software and hardware/equipment needs and makes recommendations for the district.
14. Maintains fixed asset information.

\section*{Contracts and Negotiations}
1. Maintains graduate credit information in regard to lane changes for teachers.
2. Serves as a member of the negotiating team and provides cost analysis for collective bargaining purposes for all employee groups.
3. Calculates and prepares individual contracts for all teachers and support staff according to the master contracts.

\section*{Other}
1. Attends DPI and CESA workshops to keep up with current developments.
2. Gathers and prepares specifications and documents for bid projects.
3. Manages the district's risk management contracts in regard to real estate and all other insurance programs.

TERMS OF EMPLOYMENT: Twelve-month year, salary to be established by the Board.
EVALUATION: Performance of this job will be evaluated annually by the District Administrator.

\section*{CONTRACT}

\section*{For Cooperative Educational Services \\ 2014-2015}

This contract is between the Board of Control of Cooperative Educational Service Agency No. 10 (CESA 10), party of the first part, and Altoona School District (District).

CESA 10 has been authorized to provide services on a cooperative basis and has been authorized to enter into and approve service contracts with local school districts, county boards of supervisors and other cooperative educational services agencies as provided in Chapter 116, Wisconsin Statutes.

CESA 10 hereby agrees to provide to the District services to be performed by legally qualified personnel. Information regarding expenditures, receipts, duration, description and other matters pertaining to each service to be performed is included in the services catalogue. Contracted services shall be provided in accordance with the descriptions in the services catalogue.

CESA 10 agrees to make payments to the personnel providing the services, and to remit to the authorized governmental or private agencies such amounts for which salary deductions are required or authorized, including, but not limited to, the Federal Old Age Survivors Insurance Act, Chapter 40 Wisconsin Statutes.

CESA 10 agrees to forward federal and/or state funds which are due the party of the second part as soon as possible after receipt of said funds.

CESA 10 will invoice the District for services rendered on the following schedule: \(25 \%\) July; \(25 \%\) October; \(25 \%\) January; \(25 \%\) April; and final revision, June.

All billings from CESA 10 will be on budgeted estimated costs, except the last billing shall reflect the net annual cost of the contract's services.

The District agrees to reimburse CESA 10 for its proportionate share of costs of the services provided under this contract including but without limitation because of enumeration, unemployment compensation, litigation expense, collective bargaining and monetary awards by courts and agencies as per Section 116.03(4).

Transportation of children, if any, will be furnished by the District.
Unless the District gives written notice to CESA 10 on or prior to March 3, 2014, that this contract is not to be renewed as to one or more of the enumerated services, CESA 10 shall have the option to renew this contract for any of the listed services for the following 2014-2015 school year, provided and on condition:
1. CESA 10 exercises the option by giving written notice thereof to the District on or before April 11, 2014.
2. That the budgeted cost of the service to the District of the renewal for the 2014-2015 school year shall reflect only changes made by the Board of Control as a result of salary and fringe benefits for the succeeding year.

CESA 10 is the sole employer of the person or persons providing services under this contract.
In witness whereof, the parties have set their hands the date written below.

CESA 10


December 13, 2013
Date

\section*{ALTOONA SCHOOL DISTRICT}

President or Clerk, Board of Education


If you are submitting your Service Contract Summary electronically please sign below acknowledging that you are formally approving the individual services submitted on-line.

\(C \cdot E \cdot S \cdot A^{10}\)
Cooperative Educational Service Agency

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

Mike Haynes, Administrator CESA 10

725 W. Park Avenue
Chippewa Falls, WI 54729

Altoona School District
\begin{tabular}{|l|l|r|r|r|}
\hline \multicolumn{6}{|c|}{ Business Services } \\
\hline Code & \multicolumn{1}{|c|}{ Service } & Local Cost & Grants & Total \\
\hline BS 1 & Coop Purchasing & 880 & & 880 \\
\hline BS 2 & Data Processing-Financial Services & 0 & & 0 \\
\hline BS 3 & Data Processing-Student Services & 0 & & 0 \\
\hline BS 4 & Delivery Services & & 1,200 & \\
\hline & \multicolumn{4}{|c|}{\begin{tabular}{l} 
Total Business Services
\end{tabular}} \\
\hline
\end{tabular}
\begin{tabular}{|l|l|r|r|r|}
\hline \multicolumn{4}{|c|}{ Educational Technology Services } \\
\hline Code & Service & Local Cost & Grants & Total \\
\hline ET 1 & Leadership & 4,430 & & 4,430 \\
\hline ET 2 & Consulting and Staff Development & 8,990 & & 8,990 \\
\hline ET 3 & Distance Learning & & & \\
\hline ET 3-1 & CADENC & 12,110 & & 12,110 \\
\hline ET 3-2 & CWETN & 0 & & 0 \\
\hline ET 3-3 & Project CIRCUIT & 0 & 0 \\
\hline ET 3-4 & WIN & 0 & & 0 \\
\hline ET 3-5 & Video Services & 0 & 0 \\
\hline ET 4 & Technical Support Specialist & 0 & 0 \\
\hline ET 5 & NIBS & 0 & & 0 \\
\hline ET 6 & Instructional Media Center & 0 & & 0 \\
\hline ET 7 & Big Rivers Library Consortium & 0 & & 0 \\
\hline & Total Educational Technology Services & \(\$ 25,530\) & \(\$ 0\) & \(\$ 25,530\) \\
\hline
\end{tabular}
\begin{tabular}{|l|l|r|r|r|}
\hline \multicolumn{6}{|c|}{ Facilities Management Services } \\
\hline Code & \multicolumn{1}{|c|}{ Service } & Local Cost & Grants & Total \\
\hline FM 1 & Environmental Health and Safety & 2,907 & & 2,907 \\
\hline FM 2 & Energy Management Program & 0 & & 0 \\
\hline & Total Facilities Management Services & \(\$ 2,907\) & \(\$ 0\) & \(\$ 2,907\) \\
\hline
\end{tabular}

Instructional Services
\begin{tabular}{|l|l|r|r|r|}
\hline Code & Service & Local Cost & Grants & Total \\
\hline IS 1 & Leadership & 7,854 & & 7,854 \\
\hline IS 2 & Alternative Education & 8,990 & & 8,990 \\
\hline IS 3 & Career and Technical Education & 3,076 & & 3,076 \\
\hline IS 4 & Curriculum, Assessment \& Instruction Support & 7,128 & & 7,128 \\
\hline IS 5 & District Instructional Support & 0 & & 0 \\
\hline IS 6 & Gifted and Talented & 0 & & 0 \\
\hline IS 7 & Educator Effectiveness & 0 & & 0 \\
\hline IS 8 & Pl 34 Support & 0 & 0 \\
\hline IS 9 & STEM Leadership & 4,622 & 0 & 4,622 \\
\hline IS 10 & Accountability Data Services & 0 & 0 \\
\hline & Total Instructional Services & \(\$ 31,669\) & \(\$ 0\) & \(\$ 31,669\) \\
\hline
\end{tabular}

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

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

Altoona School District
\begin{tabular}{|l|l|r|r|r|}
\hline \multicolumn{4}{|c|}{ Special Education Services } \\
\hline Code & \multicolumn{1}{c|}{ Service } & Local Cost & Grants & Total \\
\hline SE 1 & Leadership & 0 & & 0 \\
\hline SE 2a & Administration Support & 0 & & 0 \\
\hline SE 2b & Early Childhood Admin Support & 0 & & 0 \\
\hline SE 3 & Foster Grandparents & 0 & \\
\hline SE 4 & Hearing Impaired Services & 0 & 0 \\
\hline SE 4a & Hl Teacher & 0 & 0 \\
\hline SE 4b & Educ. Interpreter/Aide & 3,695 & \\
\hline SE 4c & Educ. Audiology - Basic & 7,376 & & 0 \\
\hline SE 4d & Educ. Audiology - Services & & 3,695 \\
\hline
\end{tabular}

SE 5 In-District Personnel
\begin{tabular}{|c|c|c|c|c|}
\hline SE 5a & Learning Disabilities & 0 & & 0 \\
\hline SE 5b & EBD & 0 & & 0 \\
\hline SE 5c & Early Childhood & 0 & & 0 \\
\hline SE 5d & Speech/Language & 0 & & 0 \\
\hline SE 5e & CDB & 0 & & 0 \\
\hline SE 5f & Cross Categorical & 0 & & 0 \\
\hline SE 5g & School Social Worker & 0 & & 0 \\
\hline SE 5h & School Nurse & 0 & & 0 \\
\hline SE 6 & Nursing Services & 0 & & 0 \\
\hline SE 7 & Occupational Therapy & 0 & & 0 \\
\hline SE 8 & Physical Therapy & 0 & & 0 \\
\hline SE 9 & Professional Development & 0 & & 0 \\
\hline SE 10 & Program Consultation & 0 & & 0 \\
\hline SE 11a & School Psychologist Services & 0 & & 0 \\
\hline SE 11b & School Psychologist Support & 0 & & 0 \\
\hline SE 11c & SEEDS Software/Support & 0 & & 0 \\
\hline SE 12 & Vision-Impaired Services & 0 & & 0 \\
\hline & Total Special Education Services & \$11,071 & \$0 & \$11,071 \\
\hline
\end{tabular}
\begin{tabular}{|r|r|r|r|}
\hline & Total Services: & \(\$ 73,257\) & \(\$ 0\) \\
\hline & \(\$ 73,257\) \\
\hline Average Daily Membership (ADM): & \(\$ 2,914\) & & \(\$ 2,914\) \\
\hline
\end{tabular}

\section*{Wisconsin Interscholastic Athletic Association \\ 5516 Vern Holmes Drive \\ Stevens Point, WI 54482-8833 \\ Phone (715) 344-8580 Fax (715) 344-4241}

\section*{APPLICATION FOR COOPERATIVE TEAM SPONSORSHIP}

Section 11 of Article VI - The Board of Control has authority to approve cooperative team sponsorship (one team in a given sport involving two or more member schools) under the following conditions:
1. The schools involved must be in the same geographical area,
2. The agreement for a cooperative team must specify two school years, but that agreement may be terminated by the Board of Control for documented extenuating circumstances.
3. Applications for initial approval, or renewal of approval of a cooperative team, must include a completed and signed cooperative team request form, reflecting:
a. Approval of involved schools.
b. Approval of involved board (s) of education or governing body.
c. Approval of conference in which the cooperative team will participate
4. Total enrolment of schools involved in cooperative team will determine classification of competition in WIAA tournament series.
5. Requests, for approval or dissolution, must meet the following deadline dates to be considered for the subsequent school year:

FALL SPORTS - February 3, 2014 WINTER SPORTS - April 1, 2014 SPRING/SUMMER SPORTS - June 2, 2014 1. We are applying for cooperative sponsorship in \(\frac{\text { Bo YS } / \operatorname{tor} / \text { ley }}{\text { (sport) }}\) for the school years of \(2014-15\) and \(2015-2016\).
 Please check one: NEW CO-OP AGREEMENT \(\qquad\)
\(\qquad\) boys \& girls (check one)

RENEWAL OF EXISTING CO-OP \(\qquad\)
Contact School (WIAA contact, where materials are sent, etc.) \(\qquad\)
LIST SCHOOLS INVOLVED IN CO-OP

\(\qquad\)
3. By our signatures we agree we have, as a school administration and school board, reviewed and discussed the items indicated on this form, We guarantee a no-cut policy, where any interested students will have an opportunity to participate in the requested co-op.

We further confirm that our school district will provide the same level of institutional oversight to this program as to other sports sponsored by our district. In addition, we acknowledge that any monetary funds provided to us by outside sources will be handled according to district policies. Parent support groups, etc., shall not be involved in paying program expenses directly,

4. Our request for cooperative sponsorship is based on the following reasons:

5. The number of students participating at each school involved in this sport has been and is projected as follows:

6. We have reviewed and considered the following items: (indicate yes or no)
SCHOOL \(A\) to \(A\) a a
Development of lead-up programs
Attempt to create interest in our own program
Attempt to solve existing problems in our own program
We have agreed to application of academic code in the co-op

SCHOOL \(\qquad\)

7. The school districts involved in this cooperative program are sharing costs as follows:


\section*{OFFICIAL ACTION OF WIAA BOARD OF CONTROL}

The above request for cooperative team sponsorship is hereby granted. The request covers the school years of 2014-2015 and 2015-2016. The cooperative team sponsorship herein indicated must continue both years. Application must be made again in the event any or all schools are interested in continuing agreement beyond school years indicated.```

