

# School District of Altoona 

# ALTOONA BOARD OF EDUCATION <br> Organizational Meeting <br> District Board Room <br> $8097^{\text {th }}$ Street West <br> May 4, 2015 <br> 6:30 p.m. <br> <br> Agenda 

 <br> <br> Agenda}

1. Call to Order
2. Roll Call

Please note meeting location: NEW District Board Room $8097^{\text {th }}$ Street West
3. Reading of Public Notice
4. Pledge of Allegiance
5. Select Voting Method
6. Election of Officers Election of Officers
a. President
b. Vice President
c. Clerk
d. Treasurer
7. Adjournment

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

The School Board shall elect a President, Vice President, Clerk and Treasurer from among its members to serve as officers of the Board. Board officers shall be elected annually at the organizational meeting of the Board, which is to be held on or within 30 days a fter the fourth ( $4^{\text {th }}$ ) Monday in April. Voting for Board offic ers shall be done by nomination and voice vote, unless a secret ballot process is requested. The officers shall be elected in the following order: President, Vice-President, Treasurer, and Clerk. A Board of Education Secretary, who need not be a member of the School Board, will be appointed annually following the Annual Meeting.

Board officers shall serve for one-year tems, from one organizational meeting until the next provided that the officer remains a member of the Board. In the event of an officer'sabsence or inability to act, or a Board officervacancy, the Board shall appoint a nother Board member (or other eligible individual for the office of Secretary) to discharge the officer's duties using the same voting method as outlined above. When an officer is elected to fill a vacancy, the person elected to fill the vacancy shall serve until the next organizational meeting. As noted below, the Vice President shall a utomatic ally camy out the duties and responsibilities of the President in his/her temporary absence or ina bility to act.

Removal of any Board officer from his/her position as an officer prior to the expiration of his/ her term as an officer shall be handled in accordance with the requirements of state law and district policies and rules.

Board officers shall perform the following duties:
The President shall:

1. Prepare the agenda for all regular and special board meetings, in consultation with the District Administrator.
2. Appoint all standing Board committees, whose appointments are not otherwise provided for, and any other committees as determined necessary by the Board.
3. Ensure that public notice is given for all meetings of the Board.
4. Preside at all Board meetings a nd see that the minutes are propenly recorded, approved, and signed.
5. Countersign all checks and other orders for the disbursement of District funds.
6. Defend the District from actions brought against it and prosecute actions brought by the District.
7. Serve as spokesperson for the Board.
8. Vote on matters before the Board just as a ny other Board member.
9. Perform such other duties as required by law or assigned by the Board.

The Vice President shall:

1. In the absence of the President, the Vice President shall act as chaiperson of school board meetings.
2. Perform such other duties as assigned by the Board.

## The Clerk shall:

1. Have the care and custody of the records, books, a nd documents of the Board. Draw orders on the school district treasurer as directed by an annual or special meeting or the school board and record all orders drawn on the school district treasurer.
2. Shall cause to be entered in the record book provided by the Board, the minutes of its meetings, orders, resolutions, and proceedings.
3. Fumish each teacher with a copy of the contract between him/her and the school board.
4. Before the spring election, a ppoint two citizens at large to serve as the board canvassers. If the district clerk is a candidate at the election being canvassed, the othertwo members shall designate a third member.
5. Report the name and post office address of each officer of the school district, within ten days after the election or appointment of the officer, to the clerk and the treasurer of each munic ipality having terntory within the school district.
6. Annually, as specified by statute, deliver to the clerk of each munic ipality a certified statement showing that proportion of the amount of taxes voted to be collected in such year, if any, for the annual payment of any loan of the school district.
7. Within five days after receipt of notification from the school board of the name of a new school, notify the post-master of the name and address. On school vacations, the clerk shall direct what disposition shall be made of the mail.
8. Have authority to administer the oath of office to school board members.
9. Act asclerk and record the proceedings of a nnual and special meetings.
10. Enter in the record book copies of all of the school district clerk's reports to the municipal clerks and the certificate of the proceedings of a meeting retumed by a temporary school district clerk.
11. Perform such other duties as required by law or assigned by the Board.

The Treasurer shall:

1. Deposit all moneys belonging to the district in accordance with the instructions of the Board and in compliance to state law.
2. Apply for, receive and sue for all money appropriated to or collected for the school district and disburse the same in accordance with State Statutes 120.16(2) a nd 66.042. Disburse money upon written order of the clerk after vouc hers have been filed.
3. Enter in his/her account books all money received and disbursed by him/her, specifying the source from which it was received, the person to whom it was paid and the object or which it waspaid.
4. Present to the annual meeting a written statement of all monies received and disbursed during the preceding year.
5. Deposit all funds of the school district in a public depository deposit designated by the school board under State Statute 120.12(7).
6. Withdraw funds of the school district under State Statutes 120.16(6) and 66.042.
7. Perform duties in collaboration with the business manager.
8. Perform such other duties as required by law or assigned by the Board.

LEGAL REF.: 120.05(1)(c), 120.06(8), 120.15, 120.16, 120.17
CROSS REF.: 133, Board Vacancies

ADOPTED: 08/06/12


# School District of Altoona 

# ALTOONA BOARD OF EDUCATION <br> Regular Meeting <br> District Board Room <br> $8097^{\text {th }}$ Street West <br> May 4, 2015 <br> 6:45 p.m. <br> <br> Agenda 

 <br> <br> Agenda}

1. Call to Order
2. Roll Call

Please note meeting location: NEW District Board Room $8097^{\text {th }}$ Street West
3. Reading of Public Notice
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes
a. April 20, 2015 Regular Meeting
7. Public Participation (All remarks are to be addressed to the Board; discussion among citizens present is not permitted. Board members may ask questions of a speaker; however, no formal deliberations are allowed at this time.)
a. Non-Agenda items - public comment and concern
b. Agenda items - public comment and concern
8. Treasurer's Report.
a. Approval of Checks for Payment
(1) General Fund checks totaling \$823,445.63
(2) Student Activity Fund checks totaling $\$ 6,502.32$
9. Information
a. School Showcase
(1) Altoona Middle School Student Council Update
(2) Student Representative's Update
b. Committee Reports
(1) Altoona Parks \& Recreation Committee, April 27
c. General Information
d. President's Report
(1) Committee Sign-up Process
e. Superintendent's Report
(1) Maker Fair, April 23
(2) Staff Appreciation Breakfast, May 6

Altoona Board of Education, May 4, 2015 - Page 2
(3) NewsTalk Interview, May 8
(4) Discuss $9^{\text {th }}$ Grade Transitions Plan - Staffing and Programming
(5) Discuss Proposal for Job Sharing
(6) SAGE Contract Renewal and Pending Legislation
(7) Discuss Proposal for Scoreboard System
(8) On Track for the Future! Building Project Update
(a) Design Plan for High School Interior
(b) Bid Opening for Bid Package 1
(c) Groundbreaking
(9) Other Meetings, News and Events (Items announced in this category are not intended for discussion)
10. Board Action after Consideration and Discussion
a. Consider Resignation of High School Student Council Co-Advisor
b. Consider Resignation of High School Student Council Co-Advisor
c. Consider Employment Recommendation to Fill English Teacher Position
d. Consider Recommendation for Print Management Contract
11. Adjournment

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## ALTOONA SCHOOL BOARD AGREEMENT

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

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


# School District of Altoona 

ALTOONA BOARD OF EDUCATION<br>Regular Meeting<br>District Board Room<br>809 7th Street West<br>April 20, 2015<br>6:30 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board President, Helen S. Drawbert at 6:30 p.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
Kathy J. Marko, Acting Board Secretary
3. Reading of Public Notice. Report of notice was given. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Administer Oath of Office. Michael J. Hilger took the Oath of Office. Michael was reelected to the Altoona School Board at the April 7, 2015 Spring Election.
6. Rules for Meeting
7. Approval of Minutes. a. April 6, 2015 Regular Meeting. Motion by Elvig to approve the minutes as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.
8. Public Participation. a. Non-Agenda items - public comment and concern. (1) David Rowe mentioned the high school prom held on April 20 at the high school. The venue was beautifully decorated and the event was well attended. Retiree Cliff Kleinke was recognized with a gift as the long-standing MC. (2) Robin Elvig mentioned the intermediate school Heritage Fair held on April 9 and noted that the student's presentations were very well done. b. Agenda items - public comment and concern. None.
9. School Showcase. a. 6th Grade Genius Hour Projects. Sixth grade students shared their projects. Leah Olsen presented "Forensic Science," Audrey Burgraff "Flipping a House," and Ty Rondestvedt "Home Construction through the Years."
10. Treasurer's Report. a. Approval of Checks for Payment. Motion by Rowe to approve General Fund checks totaling $\$ 622,180.17$ and Student Activity Fund checks totaling $\$ 7,480.79$ as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. b. Approval of Treasurer's Report. Motion by Rowe to approve the Treasurer's Report as presented, seconded by Hilger. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0. c. Budget Update. Expenditures and revenues as of April 14, 2015 were reviewed. d. Update: Printer/Copies Cost Analysis. Michael Markgren, Business Manager presented printer/copier costs for the previous four years.
11. Information. a. Committee Reports. None. b. General Information. None. c. President's Report. (1) Review Strategic Goals and Objectives Related to the Community. Helen Drawbert reviewed the importance of a newsletter to continue to reach the Altoona community. Michael Markgren, business manager will put together a budget and report back to the school board. d. Superintendent's Report. (1) Altoona Library Board Meeting. The April 15 meeting was reviewed. The need for new members was among the topics discussed. (2) Economic Development Work Group Committee. The April 15 meeting was reviewed. Items of discussion included the kind of economic development desired. (3) Eggs \& Issues. The April 17 Eggs \& Issues featuring the "State of Altoona" was reviewed. Mike Golat, city administrator shared that the highlights of the past year included the passing of the school district referendum. (4) Altoona Maker Fair. Dr. Biedron announced the Altoona Maker Fair on April 23, 4:00 to 7:00 pm in the middle school lower gym. (5) Altoona Middle School PTO Color Run. Dr. Biedron announced the Altoona Middle School Color Run on May 15 at 12:30 pm. The event is a fundraiser for the middle school PTO. (6) Pedersen PTO Walk-A-Thon. The Pedersen Elementary PTO is sponsoring a new event. The Walk-A-Thon will be on May 29 to raise funds for playground equipment at the new elementary school. (7) Enrollment Update Report. Student enrollments as of April 10 were reviewed: Pedersen, 576; intermediate school, 244: middle school, 318; and high school, 415 for a total of 1553. (8) On Track for the Future! Building Projects Update. Dr. Biedron shared the preliminary water/sewer plan presented by the city. The Standard Form of Agreement (A133-2009) and General Conditions of the Contract for Construction (A201-2007) were also reviewed. (9) Other Meeting, News and Events (Not intended for discussions). None.
12. Board Action after Consideration and Discussion. a. Consider Approval of School Psychologist. Motion by Rowe to approve the employment of Robin Frei as School Psychologist beginning July 1, 2015 as recommended, seconded by Elvig. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0. b. Consider Employment Recommendation to Fill an Extracurricular Position. Motion by Elvig to employ a coach for the 2014/15 season as recommended: Kelly Herman, high school golf assistant, seconded by Rowe. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. c. Consider Approval of Contract for Elementary Math Intervention Specialist. Motion by Elvig to approve the Contract for Michelle Zimmerman, Elementary School Math Interventionist as presented, seconded by Poquette. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0. d. Consider Soccer Club Two Year Pilot. Motion by Rowe to approve the Soccer Club Two Year Pilot as presented, seconded by Elvig. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0. e. Consider Memorandum of Understanding Regarding the Common Ground Garden. Motion by Elvig to approve the Memorandum of Understanding Regarding the Common Ground Garden as presented, seconded by Hilger. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.

Altoona Board of Education, April 20, 2015 - Page 3
13. Adjournment. Motion by Rowe to adjourn at $9: 11$ p.m., seconded by Elvig. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, May 4, 2015 at 6:30 p.m. in the District board room, 809 7th Street West, Altoona.

Kathy J. Marko
Acting 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.




| CHECK | CHECK | ACCOUNT |  |  | INVOICE |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| DATE | NUMBER | NUMBER |  | VENDOR | DESCRIPTION | AMOUNT |
| 04/16/2015 | 141501010 | 10 E 400 | 341256740 | STUDENT TRANSIT EAU CLAIRE, IN | CHARTER - BB TO ARCADIA | 348.75 |
|  | 141501010 | 10 E 150 | 341256770 | STUDENT TRANSIT EAU CLAIRE, IN | CHARTER - IS TO ICE AGE TRAIL | 340.60 |
|  | 141501010 | 80 E 200 | 341256740 | STUDENT TRANSIT EAU CLAIRE, IN | CHARTER - MS GIRLS BB | 686.25 |
|  |  |  |  |  | Totals for 141501010 | 2,195.60 |
| 04/16/2015 | 141501011 | 10 E 800 | 310221910 | TIERNEY BROTHERS, INC. | Projector Repair | 377.41 |
|  |  |  |  |  | Totals for 141501011 | 377.41 |
| 04/23/2015 | 141501012 | 10 L 000 | 000811670 | ING LIFE INS \& ANNUITY CO | Payroll accrual | 505.00 |
|  | 141501012 | 27 L 000 | 000811670 | ING LIFE INS \& ANNUITY CO | Payroll accrual | 55.00 |
|  | 141501012 | 10 L 000 | 000811670 | ING LIFE INS \& ANNUITY CO | Payroll accrual | 160.00 |
|  |  |  |  |  | Totals for 141501012 | 720.00 |
| 04/23/2015 | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 8,741.21 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 1,804.41 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 216.26 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 51.66 |
|  | 141501014 | 10 A 000 | 000715632 | WEA INSURANCE TRUST | COBRA | 1,674.32 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 274.41 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 47.19 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 8,741.21 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 1,804.41 |
|  | 141501014 | 10 A 000 | 000715632 | WEA INSURANCE TRUST | MAY 2015 BILLING IN | 35,732.27 |
|  |  |  |  |  | APRIL/RETIREE |  |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 74,675.69 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 15,464.85 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 1,295.15 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 262.74 |
|  | 141501014 | 80 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 0.00 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 10,660. 37 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 2,209.37 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 216.26 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 51.66 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 74,675.69 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 15,464.85 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 1,214.77 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 255.50 |
|  | 141501014 | 80 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 0.00 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 274.41 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 47.19 |
|  | 141501014 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 10,660.37 |
|  | 141501014 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 2,209.37 |
|  |  |  |  |  | Totals for 141501014 | 268,725.59 |
| 04/23/2015 | 141501015 | 50 E 800 | 411257220 | BADGERLAND PRINTING INC. | Printing of Food Service Prepayment Envelope | 208.00 |
|  |  |  |  |  | Totals for 141501015 | 208.00 |
| 04/23/2015 | 141501016 | 10 E 400 | 411123000 | CDW GOVERNMENT, INC. | ACAD GOOGLE CHROME OS MGT LIC | 30.00 |
|  | 141501016 | 10 E 800 | 411221910 | CDW GOVERNMENT, INC. | ACAD GOOGLE CHROME OS MGT LIC | 30.00 |
|  |  |  |  |  | Totals for 141501016 | 60.00 |


| $04 / 23 / 2015$ | 141501017 |
| :--- | :--- | :--- | :--- |




04/23/2015 14150103210 E 800291221300 WEINMEISTER, LORI CREDIT REIMBURSEMENT X9 450.00

04/23/2015 20140153710 L 000000811671 GREAT-WEST RETIREMENT SERVICES Payroll accrual 1,463.00 20140153727 L 000000811671 GREAT-WEST RETIREMENT SERVICES Payroll accrual 500.00 Totals for 201401537

1,963. 00

| 04/23/2015 | 201401538 | 10 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | 201401538 | 50 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201401538 | 80 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201401538 | 10 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201401538 | 27 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201401538 | 50 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201401538 | 80 | L 000 | 000 | 811612 | WELLS | FARGO | BANK |
|  | 201401538 | 10 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201401538 | 27 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201401538 | 50 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201401538 | 80 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201401538 | 10 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201401538 | 27 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201401538 | 50 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |
|  | 201401538 | 80 | L 000 | 000 | 811611 | WELLS | FARGO | BANK |

> | $04 / 23 / 2015$ | 201401539 |
| :---: | :--- |
| 201401539 | 27 |
| 201401539 | 50 |

04/23/2015 20140154010 L 000000811613 20140154080 L 000000811613 20140154010 L 000000811613 20140154027 L 000000811613 20140154050 L 000000811613 20140154080 L 000000811613

04/23/2015 20140154110 L 000000811621 20140154127 L 000000811621 20140154180 L 000000811621 20140154110 L 000000811622 20140154127 L 000000811622 20140154150 L 000000811622 20140154180 L 000000811622 20140154110 L 000000811621

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| Payroll accrual | 603.78 |
| :--- | ---: |
| Payroll accrual | 40.00 |
| Payroll accrual | 7.50 |
| Payroll accrual | $27,915.02$ |
| Payroll accrual | $5,232.75$ |
| Payroll accrual | 112.29 |
| Payroll accrual | 158.55 |
| Payroll accrual | $19,027.95$ |
| Payroll accrual | $3,823.87$ |
| Payroll accrual | 344.67 |
| Payroll accrual | 106.77 |
| Payroll accrual | $4,450.11$ |
| Payroll accrual | 894.33 |
| Payroll accrual | 80.61 |
| Payroll accrual | 24.98 |
|  | $62,823.18$ |
| Totals for 201401538 | $19,027.95$ |
| Payroll accrual | $3,823.87$ |
| Payroll accrual | 344.67 |
| Payroll accrual | 106.77 |
| Payroll accrual | $4,450.11$ |
| Payroll accrual | 894.33 |
| Payroll accrual | 80.61 |
| Payroll accrual | 24.98 |
|  | $28,753.29$ |


| Payroll accrual | 107.50 |
| :---: | ---: |
| Payroll accrual | 7.50 |
| Payroll accrual | $13,769.03$ |
| Payroll accrual | $2,633.61$ |
| Payroll accrual | 49.93 |
| Payroll accrual | 62.08 |
| Totals for 201401540 | $16,629.65$ |

Payroll accrual 16,885.06
Payroll accrual 2,869.52

Payroll accrual 50.69

Payroll accrual
3,417. 25
Payroll accrual 993.59

Payroll accrual 264.86
Payroll accrual
18.33

Payroll accrual

16, 885.06


## INVOICE

| DESCRIPTION |  | AMOUNT |
| :--- | :--- | ---: |
| Payroll accrual |  | $2,869.52$ |
| Payroll accrual | 50.69 |  |
| Payroll accrual |  | $3,417.25$ |
| Payroll accrual | 993.59 |  |
| Payroll accrual |  | 264.86 |
| Payroll accrual | 18.33 |  |
| Totals for 201401541 | $48,998.60$ |  |

04/23/2015 20140154210 L 000000811691 WEA TRUST ADVANTAGE 20140154227 L 000000811691 20140154210 L 000000811691 20140154227 L 000000811691 20140154210 L 000000811691 20140154227 L 000000811691 20140154210 L 000000811691 20140154210 L 000000811691 20140154227 L 000000811691 20140154210 L 000000811691 20140154227 L 000000811691 20140154280 L 000000811691

04/23/2015 20140154310 A 000000711100 20140154327 A 000000711100 20140154350 A 000000711100 20140154380 A 000000711100

04/22/2015 20140154410 E 100249110000 20140154410 E 100249110100 20140154410 E 100249110101 20140154410 E 100249110200 20140154410 E 100249110300 20140154410 E 100249143000 20140154410 E 100249213000 20140154410 E 10024922200 20140154410 E 100249241000 20140154410 E 100249253300 20140154410 E 100249110100 20140154410 E 100249110101 20140154410 E 100249110200 20140154410 E 100249110300 20140154410 E 200249120000 20140154410 E 200249120600 20140154410 E 200249121000 20140154410 E 200249122000 20140154410 E 200249123000 20140154410 E 200249124000 20140154410 E 200249125400 20140154410 E 200249125500 20140154410 E 200249125510 20140154410 E 200249126000 20140154410 E 200249127000 20140154410 E 200249132700 20140154410 E 200249136320 20140154410 E 200249141000

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| Payroll accrual | 75.49 |
| :--- | ---: |
| Payroll accrual | 28.44 |
| Payroll accrual | 56.02 |
| Payroll accrual | 62.34 |
| Payroll accrual | $2,012.50$ |
| Payroll accrual | 100.00 |
| Payroll accrual | 233.00 |
| Payroll accrual | $1,608.35$ |
| Payroll accrual | 291.67 |
| Payroll accrual | $5,357.92$ |
| Payroll accrual | 550.00 |
| Payroll accrual | 78.25 |
| Totals for 201401542 | $10,453.98$ |

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207,562.94 \\
43,486.51 \\
4,598.07 \\
1,229.14 \\
256,876.66
\end{array}
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93.70
181.37
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210.07
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17.20
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50.33
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33.69
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| 04/22/2015 | 201401544 | 10 E 200 | 249122000 |
|  | 201401544 | 10 E 100 | 249122000 |

04/21/2015 20140154510 L 000000811614 DIVERSIFIED BENEFIT SERVICES I BENEFITS CARD SETTLEMENT

Totals for 201401545

AMOUNT
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55.70
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239.10
231.77
13.55
74.53
100.50
119.07
174.91
4.79


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

| FUND | DESCRIPTION | BALANCE SHEET | REVENUE | EXPENSE | TOTAL |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 10 | GENERAL | 580,798.36 | 0.00 | 91,998.55 | 672,796.91 |
| 27 | SPECIAL EDUCATION FUND | 109,783.16 | 0.00 | 15,738.04 | 125,521.20 |
| 49 | OTHER CAPITAL PROJECTS | 0.00 | 0.00 | 7,750.00 | 7,750.00 |
| 50 | FOOD SERVICE | 6,229.71 | 0.00 | 7,719.00 | 13,948.71 |
| 80 | COMMUNITY SERVICE | 1,944.56 | 0.00 | 1,484.25 | 3,428.81 |
| *** | nd Summary Totals *** | 698,755.79 | 0.00 | 124,689.84 | 823,445.63 |



| CHECK | CHECK | ACCOUNT |  | INVOICE |
| :---: | :---: | :---: | :---: | :---: |
| DATE | NUMBER | NUMBER | VENDOR | DESCRIPTION |

## FUND SUMMARY

| FUND | DESCRIPTION | BALANCE SHEET | REVENUE | EXPENSE | TOTAL |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 61 | EXTRA CURRICULAR FUND | 6,502.32 | 0.00 | 0.00 | 6,502.32 |
| *** | und Summary Totals *** | 6,502.32 | 0.00 | 0.00 | 6,502.32 |

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

# Altoona Parks \& Recreation Committee Agenda <br> Monday April 27, 2015 6:00pm <br> Altoona Emergency Services Building <br> 1904 Spooner Ave 

1. Call Meeting to Order
2. Roll Call and introduction of New Committee Members
3. Maintenance Report
4. Recreation Report
5. Discuss/consider approval of minutes from the February 23, 2015 Parks \& Recreation Committee Meeting.
6. Discuss/Consider Renewing the Otter Creek Mountain Bike Trial Improvement and Maintenance Agreement with CORBA
7. Discuss/consider recommendation to Council regarding the adoption of Ordinance $4 \mathrm{C}-15$, an ordinance of Altoona Municipal Code amending Chapter 9.23 - "Public Consumption of Alcoholic Beverages" to more explicitly define the actions that fall under the exemption to the chapter.
8. Discuss/consider recommendation to Council regarding the adoption of Ordinance 4D-15, an ordinance of Altoona Municipal Code amending Chapter 5.24 - "Intoxicating Liquor and Fermented Malt Beverages" to allow the sale of fermented malt beverages in a public park during special events operated by municipal officers or employees of the City of Altoona.
9. Discuss/consider recommendation to Council regarding the payment for an electrical extension to Hillcrest Park facilities.
10. Discuss/consider garbage receptacles for the City Parks
11. Update on Park projects
12. Public Comments and Concerns
13. Adjournment

Debra Goldbach
Recreation Manager
Altoona Parks \& Recreation Department

4/24/15

## Parks \& Recreation Committee Meeting Summary of Agenda Items

## Item 6: Discuss/Consider Renewing the Otter Creek Mountain Bike Trial Improvement and Maintenance Agreement with CORBA

The Addendum to the Otter Creek Mountain Bike Trail Improvement and Maintenance Agreement expired March 26, 2015. The renewal of the Addendum to the Agreement is required for CORBA to continue to work on the trails in Otter Creek Area.

Item 7: Discuss/consider recommendation to Council regarding the adoption of Ordinance 4C-15, an ordinance of Altoona Municipal Code amending Chapter 9.23-"Public Consumption of Alcoholic Beverages" to more explicitly define the actions that fall under the exemptions to the chapter.

This item is to be discussed at the April 30, 2015 Council Meeting. Chairperson Pratt would like the Committee to discuss and forward their recommendation to Council.

At the April 9, 2015, City Council meeting, Councilperson Brendan Pratt mentioned the perceived discrepancy between the language of Section 9.23.020.B. of the Altoona Municipal Code (AMC) and what actually takes place during activities at Cinder City Park in regards to the phrase of being "directly supervised by the Altoona parks and recreation. The addition of the phrase "authorized or" to precede "directly supervised" will more explicitly define the exemptions as noted in Chapter 9.23 of the AMC.

Item 8: Discuss/consider recommendation to Council regarding the adoption of Ordinance 4D-15, an ordinance of Altoona Municipal Code amending Chapter 5.24 - "Intoxicating Liquor and Fermented Malt Beverages" to allow the sale of fermented malt beverages in a public park during special events operated by municipal officers or employees of the City of Altoona.

This item is also to be discussed at the April 30, 2015 Council Meeting. Chairperson Pratt would like the Committee to discuss and forward their recommendation to Council.

Recently, City staff has been giving consideration as to whether it would be in the City's best interest to sell fermented alcoholic beverages in Cinder City Park. As you are aware, beer consumption is currently allowed in the park both through sales during special events and as carry-ins.

This year, the City is running the Rock-n-Roll Kickball Classic Tournament and is co-sponsoring the Big Bang Fourth of July celebration. In the past, picnic licenses have been acquired in the name of non-profits willing to work with the event organizers; this generally required revenue sharing even if there were no members of the non-profit working the event.

State law allows the City to directly sell fermented malt beverages in municipal parks simply by passing or authorizing a resolution, ordinance, or policy. Staff completed research on the related State laws and City ordinances and recommends changes to Section 5.24.020.A. of the Altoona Municipal Code to allow the sale of fermented malt beverages during special events in City parks by municipal officers or employees as provided for in Chapter 125.06 (6) of the Wisconsin State Statutes.

The proposed revision, when viewed in conjunction with Chapter 9.23, "Public Consumption of Alcoholic Beverages," will only allow the sale of beverages by municipal employees in Cinder City Park at special events directly supervised (or authorized if Ordinance 4C-15 is passed) by the Altoona Parks and Recreation Department.

Council President Pratt has brought back this ordinance (originally introduced at the April 9, 2015, Council Meeting) with the proviso that the exception to Chapter 5.24 extends only to special events.

As the Northwest Quadrant or "Front Porch" Park develops, Council may want to also consider allowing alcohol sales by municipal employees there.

## Item 9: Discuss/consider recommendation to Council regarding the payment for an electrical extension to Hillcrest Park facilities.

At the present time Hillcrest Park facilities do not have electricity but it is in the developers Phase Two Plans. The Recreation Department has and is operating programs on the courts in Hillcrest Park and is in need of lighting to continue to run the programs. The costs estimate to bring electricity to the Park is $\$ 4,000$ and funding for the project can come from the Hillcrest Park Capital Improvement budget. The Committee will need to recommend to Council the payment for the electrical extension to the Hillcrest Park facilities.

## Item 10: Discuss/consider garbage receptacles for the City Parks

Parks Foreman Ben Coenen has received proposals for new garbage receptacles. Staff is requesting direction from the Committee regarding the design and the budgeting for these items over the next couple of years.

## Item 11: Update on Park projects

Staff will have an update on Park projects/improvements in Centennial and Cinder City Park.

Addendum \#5 to the Otter Creek Mountain Bike Trail Improvement and Maintenance Agreement
between
Chippewa Off-Road Bike Association (CORBA)
and
City of Altoona

## Background

1. CORBA and the City of Altoona (the Parties) entered into a two year agreement dated March 26, 2009 for the purpose of Bike Trail Improvement and Maintenance on City property and the Agreement provides for one year extensions by mutual approval of CORBA and the City's Parks and Recreation Board.
2. There is a mutual desire of both Parties to extend the Agreement for one year.

Therefore, the original agreement dated March, 26, 2009 is hereby amended as follows:

## Amendment:

1. The expiration date of the agreement is extended by one (1) year to March 26, 2016.

Both parties, having read and understanding the entirety of this addendum, consisting of one (1) typewritten page, here affix their duly authorized signatures.

## City of Altoona by:

Brendan Pratt, Parks \& Recreation Committee Chair

## Chippewa Off-Road Bike Association by:

Danny Deetz, President of CORBA

Date

Date



Name: ALTOONA PARKS AND RECREATION (black brown red)
Type: Decal/Label

Artwork 2370 in beig_Page_2


Please list your committee preferences and return to Joyce by May 12.
Committee appointments will be made on May 18
Standing Committees - as per Policy 185:

|  |  |  |  |
| :--- | :--- | :--- | :--- |
| Policy/Governance Committee | $\checkmark$ if willing | Facility Planning Committee <br> (2 member committee) | to chair: |

## Other Board Committees/Assignments:

Negotiation Committee
(2 member committee)
$\checkmark$ if willing
to chair:

## State Convention Delegate:

CESA Representative:
(CESA 10 Annual Convention 8/6/15, 7 PM)
$\qquad$

State Convention Delegate Alternate:

## CESA Alternate:

(CESA 10 Annual Convention 8/6/15, 7 PM)

## District Committees:

Technology Committee
(meets as needed)

## Parks \& Rec Committee

(meets as needed)

The Board of Education generally operates as a committee of the whole with provisions herein described for standing committees to conduct on-going work for the Board of Education, limited to those areas noted below, and for temporary committees of an ad hoc nature.

As part of the Board of Education regular meetings, generally on the first and third Monday of each month, the Board may review the work of standing and temporary committees and conduct work as the committee of the whole.

While standing and temporary committees may make recommendations to the Board of Education, it is clearly understood that all decision-making authority rests with the Board of Education. The President of the Board shall appoint, subject to approval of the Board, standing committees at the annual reorga nizational meeting.

Public notice shall be given for all Board committee meetings in accordance with state law and Board policy. When appropriate, based on the anticipated attendance of Board members who are not members of the committee, such notice shall include a statement that a quorum of the Board may be present, but the Board will take no action as govemmental body at the committee meeting.

It shall be the responsibility of the committee chair to schedule regular committee meetings, plan the meeting agendas with assistance from the committee's administrator advisor and other committee members, and ensure that the minutes of all committee meetings are recorded and maintained. The committee chair shall be provided time on regular Board meeting agendas to present reports and/or make recommendations to the Board as the committee requests and as requested by the Board.

In the event of a vacancy on the Board, and in the absence of any Board action to the contrary, the newly appointed Board member shall assume the committee appointments formerly held by the Board member whose absence created the vacancy. In the event that the committee assignment is not suitable for a newly appointed Board member, the Board President may present for Board approval a proposal to revise committee and committee chair a ppointments for the rema inder of the a nnual period.

Any Board member may attend and participate in the discussion that occurs at any standing committee meeting; however, only official members of the committee will have the authority to make motions and vote at the committee meeting. All Board members shall receive a copy of committee meeting minutes so as to stay fully informed of committee activities.

## Standing Committees:

Policy/Govemance Committee: The purpose of this Committee shall be to review and evaluate new or existing policy and make recommendationsto the full Board. This Committee shall include two Board members, the superintendent, and others as determined by the Board of Education.

The committee shall:

1. Review and update existing policy manuals on a continual basis.
2. At the disc retion of the Board, review and write a ny new policy requested by the Board, the administration, or the public.
3. Stay up to date with current state orfederal regulations regarding school policy.
4. At the disc retion of the Board, review and present recommendations to the Board for any policy about which there is question of interpretation.
5. Refer applicable drafts of proposed policies to the Board's attomey, so that polic ies comply with Wisc onsin and federal law prior to their consideration by the full Board.
6. Empower the committee secretary, or other individual selected by the committee, to ensure that the district policies are updated on the district website within 30 days of modific ation. This individual shall also make hard copies of the district policies available upon request.
7. Perform such other duties as required by law or assigned by the Board.

Demographic Trends \& Facility Planning Committee: The purpose of this Committee shall be to provide at least annual recommendations to the full Board regarding demographic trends, capacity updates and other relevant data. This allows for long range predictability of attendance areas and facility needs. This Committee shall include two Board members, the superintendent, and others as detemined by the Board of Education.

The committee shall:

1. Utilize reliable, current and projected demographic and housingimpact data from intemal and extemal sources
2. Base recommendations on building enrollment of greater than $65 \%$ of capacity, and not to exceed $100 \%$.
3. Consider cost to maintain existing buildings vs. new construction.
4. Assess and base recommendations on maximum educational and operational effic iency of facilities. Assessment also applies to the charge to create and mainta in effective $21^{\text {st }}$ century leaming environments.

Budget Development Committee: The purpose of this Committee shall be to facilitate the orderly development of the a nnual school district budget by conveying board objectives to administration, reporting on the budget development progress, and raising issues to the full board when necessary. This Committee shall include two Board members, the superintendent, and others as determined by the Board of Education.

The committee shall:

1. Seek to understand school finances in order to teach the public when a pplicable.
2. Receive input from the public and fumish the public with information conceming district finances.
3. Study all fina ncial issues of the district and prepare a ny a pplic able summa ries and recommendations for Board action.
4. Ensure that the financial stability of the district is mainta ined by the Board of education and make necessary recommendations to the Board.
5. Review with the administration the preparation of the budget. This may include a review of financial recommendations or requests made by othercommittees.
6. Monitor implementation of the approved budget on a regularbasis and recommend proposed budget revisions.
7. Recommend to the Board a ny applicable policies for the management of school a ssets
8. Review any other matters as directed by the Board.

LEG REF.: 19.83, 19.84, 19.85, 118.001, 120.12(1), 120.13(1)(a) Wisc. Statutes

ADOPTED: 11/04/02
AMENDED: 03/04/13


## When : April 23 Time 4-7pm

 Where: Middle School Lower GYM
## STAFF APPRECIATION



Parameters for Discussion:

1. A job-sharing assignment is the shared performance of the duties of one full-time, regular position by two employees.
2. The superintendent is responsible for recommending to the board when the best interests of the district would be served by creative a job-sharing assignment for a particular position.
3. Employees wishing to share a positon shall submit an application as a team to the building principal that will be forwarded to the superintendent for stage 1 approval and recommendation to the board.
4. The policy and rule will establish job-sharing procedures that describe the duties, responsibilities, salaries and benefits for individuals sharing a position.

Next Step: If we are to proceed, Policy and Administrative Rule will follow.

- Education Week article included
- The Effects of Job Sharing on Student Performance Literature Review Garman, Dorothy http://eric.ed.gov/?id=ED300337

The River Forest (Illinois) District 90 wished to examine the educational literature on the effects of job sharing by teachers on student performance. This document presents a review of the literature and summarizes and synthesizes this information. Only limited information was found on this subject. However, anecdotal reports of the impact of job sharing on pupils were favorable. Survey data from questionnaires administered to teachers, principals, and parents also indicated positive perceptions of the effects of job sharing with respect to the quality of education.

## Education Week

Published Online: January 29, 2003
Published in Print: January 29, 2003, as Job Sharing: Appealing for Teachers

## Job Sharing: Appealing for Teachers

## By Julie Blair

A new law in North Carolina is encouraging job sharing
Back to Story between teachers.

The law, believed to be the first of its kind in the nation, took effect this month. Passed unanimously by both houses of the legislature, it offers school districts the option of giving part-time K-12 instructors full health-care and retirement benefits as an incentive to work. Such educators received partial health benefits previously, but could not participate in the retirement system.

Personalized, Student-Centered Math Instruction for Grades 6-12

Built from research and proven to nearly double a typical year's worth of learning.

Howard N. Lee, the former state senator who wrote the measure, says it was designed to attract teachers who have left the field to raise children, help elderly parents, or retire. Such people are an untapped pool of experienced,

## Carnegie Learning

 8 highly qualified candidates in a state that needs to hire 10,000 teachers annually, he said. State officials report that teacher-preparation programs produce only about one-third of those needed."The whole idea here is to make part-time job sharing more attractive," said Mr. Lee, a Democrat who was defeated in last fall's elections. "I'm not sure we'll necessarily attract people to North Carolina [from outside the state], but what the law will do is draw people out of their homes."

Proponents say job sharing-in which two teachers split their workweek to oversee one classroom -fosters a collaborative atmosphere, enhances accountability, and reduces burnout. They say students also benefit by having two energized teachers invested in their education.
"It is a great opportunity," said Debra L. Neitzel, who began sharing a 2nd grade position at Eagle Crest Charter Academy in Holland, Mich., after the birth of her second child earlier this year. "I used to feel so stretched out. Now, I have more time to put into certain subjects. I can focus on lessons and do some extra activities."

She cautions, however, that such situations aren't for every employee. They require teachers to give up autonomy and spend considerable time communicating with each other.
"The big problem is making sure there is consistency and quality control of curriculum," added Mildred Hudson, the chief executive officer of Recruiting New Teachers, a Belmont, Mass.-based nonprofit group. "These programs must be designed to support children and not just to accommodate teachers."

## Framed in Contracts

North Carolina's effort appears to be part of a broader trend. Districts from California to Maryland are increasingly offering job sharing as a way to give teachers flexibility, though such accommodations tend to be concentrated in specific schools willing to innovate and are initially instigated by educators themselves.

Teachers' unions are pleased with such endeavors. Some have even written language into their
contracts outlining conditions under which the arrangements can be used. Such wording, for example, appears in documents in Land O'Lakes, Fla., Minneapolis, and Cincinnati, all American Federation of Teachers affiliates.
"Districts see this as an innovative way to keep quality teachers in the classroom," said Celia Lose, a spokeswoman for the AFT. Job sharing could be especially effective as a retention tool in a profession in which many workers either have young families or are close to retirement, she said.

But few, if any, experts have conducted research on the effectiveness of job shares in recruiting and retaining teachers, though those who use the arrangements say they do have a positive effect.
"I think our retention rate is probably higher because of job sharing," said Rachel Kreger, a spokeswoman for the 700 -student Mounds Park Academy, a private school in St. Paul, Minn., that has offered a handful of job shares during the past 15 years.
"We've had teachers who could have been making more money at other schools," she said, "but stay here because of the family-friendly environment and the flexible hours."

## Lasting Effects?

Though North Carolina teachers will be offered full health-care coverage under their state's new law, it won't be free, said Mr. Lee, the former lawmaker. Like many full-time teachers, they will have to match the district's contribution of $\$ 80$ every month.

The part-timers will also log time for the state pension system, earning half a year for every year they teach, which means more money when they do finally retire, Mr. Lee pointed out.

In many other states, teachers who job share are offered prorated salaries and partial benefits. Some are able to participate in retirement plans.

William R. McNeal, the superintendent of the 104,000-student Wake County schools who helped Mr. Lee shape the legislation in North Carolina, said that gauging the effect of the law would be difficult. "But even if it has just a small impact, ... that's a plus," Mr. McNeal said.

The superintendent expects 20 teachers to take him up on the offer in his district this year. He said he needs all the help he can get: Administrators were unable to fill 9 percent of the 7,000 jobs last year, up from about 5 percent the previous few years. The problem is likely to worsen, he said, as upwards of 18 percent of the district's teachers will soon be eligible for retirement.

Specifically, Mr. McNeal is struggling to find special education, science, and foreign-language teachers-a situation that mirrors teacher shortages elsewhere in the country.

Administrators in the Knox County schools in Tennessee are considering expanding a pilot job-sharing program in an attempt to become more competitive with surrounding districts, said William R. Oaks, a spokesman for the 52,000-student school system. Currently, it has two kindergarten teachers sharing one position.
"Schools within our local area and in adjoining states pay much more than we do, and we find ourselves being the farm team for other systems," Mr. Oaks said. "We bring teachers in and train them for five or six years, and then they'll go somewhere else. [Job sharing] could set us apart."

## A Twin Solution

The Knox County system wants to attract and keep people like Renette M. Stinson and Renee M. Wright, twin sisters who began job sharing 15 years ago at Mounds Park Academy in St. Paul.

Ms. Stinson said the duo entered into the arrangement before her first maternity leave, at the suggestion of an administrator who hoped to avoid hiring a long-term substitute. It just so happened that Ms. Stinson knew the perfect candidate-her twin, who also happened to be a teacher.

That solution worked so well that the sisters have been sharing a teaching position ever since. Moreover, they've inspired copycat setups at various grade levels.
"It is a great system," said Ms. Stinson, who now teaches 3rd grade. "I teach Mondays and Tuesdays, my sister teaches Thursdays and Fridays, and we rotate Wednesdays."

The teachers say they ensure classroom stability by writing exceptionally detailed classroom plans, talking on the phone three to four times each day, and documenting morning and afternoon events in a folder that is swapped regularly. Both attend field trips and other special events, as well as teacherparent conferences.
"The reason it works well for us is because we're twins and our philosophies and organizational strategies are the same," Ms. Stinson said. "In all of our years of job sharing, we've honestly never had a major parent's complaint against the [arrangement]."

Students who are uncomfortable with the job share, or need greater consistency, can request placement in the classroom of a full-time teacher, she added.

The downside is that such agreements require teachers be in synch and to give up full "ownership" of their classrooms, something many can't tolerate, Ms. Stinson said.

In fact, few job shares at Mounds Park Academy last longer than two years.
"It really has to be something that meets your needs and your personality," Ms. Stinson said. "Teachers have to be pretty careful about jumping into the situation."

Dr. Biedron, Tim Lima, Jeff Hardy, Scott Hayden, Ryan Wundrow and I met with a representative from Daktronics about the possibility of replacing the scoreboards on the football field and competition gym. The condition of the current football scoreboard precipitated this discussion. Their preliminary price quotes show a cost of $\$ 110,160$ for the stadium (does not include electrical/fiber optics cable installation and termination and conduit) and between $\$ 36,105$ - $\$ 65,145^{*}$ (does not include electrical/fiber optics cable installation and termination and conduit) for the gymnasium.

We would sell advertising to pay for the cost of them. The payback could be anywhere from two to five years depending upon the model we choose and the revenue that we can generate from the ads. There would then be a substantial revenue stream in perpetuity to direct to our athletic department.

Ryan is working on getting a proposal from another company. Many school districts either have, or are in the process, of doing this. We have decided that this would be a District project and not be run through the Athletic Boosters. We are seeking some direction from the Board as to if this is something that we could pursue.

Michael Markgren<br>Business Manager<br>School District of Altoona

*Price range is due to two options: one for $\$ 36,105$ and one for $\$ 65,145$

## Fwd: WI DPI - SAGE Contract Renewal and Pending Legislation DUE Friday, May 22, 2015

Biedron, Dr. Connie [cbiedron@altoona.k12.wi.us](mailto:cbiedron@altoona.k12.wi.us)

Dr. Connie M. Biedron
Superintendent
School District of Altoona
809 7th Street West
Altoona, Wisconsin 54720
715-839-6032 ext. 501

Proud to be a Railroader
"Education is not preparation for life; education is life itself." John Dewey
---------- Forwarded message $\qquad$
From: Dennison, Michael J. DPI [Michael.Dennison@dpi.wi.gov](mailto:Michael.Dennison@dpi.wi.gov)
Date: Mon, Apr 6, 2015 at 8:13 AM
Subject: WI DPI - SAGE Contract Renewal and Pending Legislation DUE Friday, May 22, 2015
To: "cbiedron@altoona.k12.wi.us" [cbiedron@altoona.k12.wi.us](mailto:cbiedron@altoona.k12.wi.us)

Date: April 6, 2015
To: SAGE School Principals
SAGE Program Contact Persons
SAGE District Administrators
SAGE District Business Officials
From: Sharon Suchla, SAGE Program Consultant Michael Dennison, SAGE Program Specialist

Subject: Student Achievement Guarantee in Education (SAGE) Pending Legislation and 2015-16 Contract Renewal Applications - Due Friday, May 22, 2015

## Pending Legislation

The Wisconsin State Legislature has proposed new legislation regarding the SAGE program. The Wisconsin State Senate recently introduced Senate Bill 31 (SB 31) and Senate Bill 32 (SB 32).

The proposed legislation, SB 31, would allow a district's school board and the Department of Public Instruction (DPI) to agree to extend SAGE contracts entered into or renewed in the 2010-11 school year for one year under existing contract terms. The one-year contract extension proposed in SB 31 would allow time for program changes proposed in SB 32 to be implemented.

The proposed legislation, SB 32, would replace the SAGE program with a new program that would provide state aid
(\$2,027 per low-income pupil) for current SAGE schools that elect to participate in the new program. The proposed legislation would allow a school to meet its obligations under the contract by using one of three strategies, or a combination of these strategies: (a) one-to-one tutoring provided by a licensed teacher; (b) instructional coaching for teachers provided by a licensed teacher; or (c) maintaining 18:1 or 30:2 classroom ratios and providing professional development on small group instruction.

## Contract Renewal Application

Current SAGE law, s.118.43(2)(g), Wis. Stats., provides DPI authority to renew SAGE contracts. The pending legislation is not law and may not be passed by the legislature prior to June 30, 2015, which is the final date of 2010-11 to 2014-15 SAGE contracts. Therefore, your school district may apply to renew expiring SAGE contracts for one or more schools in your district before the 2015-16 school year.

To complete your school's SAGE Five-Year Achievement Guarantee Contract Application for Renewal—2015-16 to 2019-20, please follow these steps:

1) View a list of all SAGE schools requiring contract renewal applications and identify which schools in your district require a renewal application
2) Review the video tutorial (4 minutes) of the application process and answers to many common questions
3) Plan your responses in a word processor using the contract renewal planning template
4) Complete the SAGE Five-Year Achievement Guarantee Contract Application for Renewal-2015-16 to 2019-20
5) DPI will review your school's renewal application and contact you with questions or will approve the contract and send a signed copy. Please be patient as this process may take several weeks due to the high volume of schools applying for a SAGE contract renewal.

Renewal contracts, with electronic signatures from appropriate school and district officials, are due to DPI by Friday, May 22, 2015. If the state legislature passes SB 31 and/or SB 32, DPI will provide additional guidance at that time.

Thank you for your continued commitment to the SAGE program in your district. Should you need assistance, please contact us at:

Sharon Suchla Michael Dennison
(608) 266-3983
sharon.suchla@dpi.wi.gov
(608) 266-2489
michael.dennison@dpi.wi.gov

April 30, 2015

Project Bidders
EO Johnson Inc.
Loffler Inc.
Marco Inc.

Estimated Annual Cost
\$65,578.56

Recommendation
X
\$75,425.28
\$64,249.07

I am recommending that we sign a five year print management contract with EO Johnson Inc. The following are some of my reasons for this recommendation.

In comparing the bids, Loffler's bid had a yearly cost that is substantially higher than either of the bids from EO Johnson or Marco. For that reason Loffler's bid was eliminated from consideration.

The yearly cost from EO Johnson and Marco are virtually equal with Marco being slightly lower. In comparing those bids, Marco has a substantially higher cost for overages. So if we print copies above the allotted amount, Marco would charge us nearly double the rate as EO Johnson. Each year of our last contract period, we had significant overages so could easily incur a much higher cost if we selected Marco as our vendor. Another reason for selecting EO Johnson is the type of equipment they proposed. Our staff is familiar with the copiers and printers being proposed by EO Johnson so we should experience a smooth transition to the new equipment with minimal cost for training. Finding time for training is always difficult. By using familiar equipment the need for staff training is reduced. Marco is recommending deploying some of our old equipment such as our printers from purchased in 2002 and 2006. Whereas EO Johnson is replacing all but two pieces of equipment with new equipment which should reduce service calls and down time.

When an organization changes vendors there are always frustrations or growing pains in becoming familiar with the new vendor. We have a vendor that is already getting toner to the right place on time. Our staff knows who to call to find the right person to solve problems. We have a vendor that knows our organization and is satisfying our printing and copying needs. I strongly recommend EO Johnson to be our printing partner for the next five years.

Mark Scheppke
Technology Coordinator
School District of Altoona

