School District of
Altoona
Dr. Connie Biedron, Superintendent

ALTOONA BOARD OF EDUCATION<br>Regular Meeting<br>Altoona Commons Addition<br>December 2, 2013<br>6:30 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. November 18, 2013 Regular Meeting
b. November 21, 2013 Special Meeting/Work Session
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 $\$ 837,556.96$.
(2) Student activity fund checks totaling $\$ 761.91$
9. School Showcase
a. Student Representative's Update
b. Altoona High School Visit to Adlai Stevenson High School
10. Information
a. Committee Reports
(1) Altoona Parks \& Recreation Committee, November 25
b. General Information
(1) Policy Development: 455.2-Rule - Altoona School District Parking and Traffic Rules and 455.2-Exhibit - Parking Permit Form
c. President's Report
(1) December 16 Board Meeting - Request for Change in Start Time
d. Superintendent's Report
a. Altoona Library Board, November 20
b. Athletic Booster Club Debt
c. Race to the Top Grant
d. $21^{\text {st }}$ Century Grant
e. An Hour of Code, December 9-15
f. Other Meetings, News and Events
11. Board Action after Consideration and Discussion
a. Consider Employment Recommendation to Fill Part-time Elementary Special Education Aide Position for Limited Term Employment (Remainder of 2013/14)
b. Consider Recommendation to Fill Extracurricular Position for 2013/14
c. Consider Recommendation to Fill Altoona High School Leadership Team Positions
d. Consider Resolution Supportive of Computer Science Education Week and Hour of Code
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>November 18, 2013<br>6:30 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board President Helen Drawbert at 6:31 p.m. in the Altoona commons addition.
2. Roll call was taken and the following were present:

Helen S. Drawbert, President
Robin E. Elvig, Vice President
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. November 4, 2013 Regular Meeting. Motion by Elvig to approve the minutes as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, abstain; Drawbert, yes. Motion carried 4-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. (1) Dave Rowe congratulated Weston Tobias, high school graduate, class of 2013, for attaining his Eagle Scout certification. Weston was recognized at his Eagle Scout Ceremony on November 16. 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 $\$ 2,354,981.88$ and student activity fund checks totaling $\$ 4,796.15$ as presented, seconded by Elvig. 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.
9. Information. a. Committee Reports. (1) Altoona Area Foundation Inc. Brad Poquette, board representative to the Foundation, reviewed the November 13 meeting. Topics of discussion included promotions, PARR Award, STAR Grant, and a possible partnership with the Altoona Historical Society.
(2) Demographic Trends and Facilities Planning Committee. The committee met on November 14 to review the survey results and discuss next steps. Their recommendation to "Identify highest priority items that would fall within the tax impact range of $\$ 200$ to $\$ 250$ annual $/ \$ 100,000$ home, design a project to fit within the corresponding dollar amount and reconvene the committee in early December" was reviewed. Other aspects of their recommendation include pursuing sponsorships and opening discussions with the city (mission bullet 7). The board will have follow-up discussion at their November 21 work session. b. General Information. (1) Announcement of School Board Election. School board openings (two terms will expire) and the spring election timeline were reviewed. Candidates can begin circulating nomination papers as of December 1, 2013. The deadline for incumbents to file Notice of Non-Candidacy is 5:00 p.m. on December 27, 2013, and the deadline for candidates to file all paperwork required to establish eligibility is 5:00 p.m. on January 7, 2014. c. President's Report. (1) Policy Development Proposal. Parameters for the policy development proposal were discussed. See 10.f. (2) State Education Convention. Registration procedures for the January 21-24 State Education Convention and Preconference in Milwaukee were reviewed. Board members will register with Joyce by December 2. (3) Board Book Study/Work Session. Topics and timeline for the November 21 work session were reconfirmed.
d. Superintendent's Report. (1) WSPRA Conference. Dr. Biedron and Joyce Orth shared highlights from the WSPRA Conference they attended on November 7-8 in Green Lake. (2) Veteran's Day Program. A district-wide Veteran’s Day Program was held on November 11. It included student participation from across the grade-levels and a key-note address from Altoona High School teacher and graduate, Dave Boley. (3) Rails TV. The Rails TV schedule for live-stream events was reviewed (http://www.altoona.k12.wi.us/railstv.cfm). A stream team made up of students is being developed.
(4) $21^{\text {st }}$ Century Grant. Potential grant partnership opportunities and parameters were reviewed. Funding for a robotics program has been identified as one of the aspects to be addressed in the grant. (5) Monthly
Enrollment Report. Student enrollments as of November 14 were reviewed: Pedersen, 619; intermediate school, 221; middle school 306; and high school 441 for a district total of 1587. (6) Monthly Budget Update. Expenditures and revenues as of November 14 were reviewed. (7) Seclusion and Restraint Report for 2012/13. The 2012/13 report was reviewed. 2011 Wisconsin Act 125, requires that building principals submit the report to the board annually by September 1. (8) Athletic Booster Club Debt. There was preliminary review of, and discussion of, the athletic boosters' debt owing as part of the Altoona Field Improvement Project. The athletic boosters have asked that the school district take over $\$ 20,000$ of the remaining debt of $\$ 32,000$. (9) 2014/15 School Calendar Process. Dr. Biedron asked for feedback about any priorities to consider in development of the 2014/15 calendar. Robin Elvig would like to see a week-long spring break and Dave Rowe suggested that the Wednesday of Thanksgiving week could be a school day. (10) Cluster A Board Retreat. Ideas for the Cluster A board retreat were discussed. They include fundraising, ways to collaborate, and technology education programs. (11) Other Meetings, News and Events. Dr. Biedron noted American Education Week (November 18-22) as well as legislation that will increase graduation requirements for math and science from two (2) credits to three (3). The law will apply to students graduating in the 2016/17 school year.
10. Board Action after Consideration and Discussion. a. Consider Recommendation for Additional PartTime Special Education Aide Position for Limited-Term (Remainder of 2013/14 School Year). Motion by Elvig to approve the additional special education aide limited-term position (.34) for the remainder of the 2013/14 school year as recommended, seconded by Poquette. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0. b. Consider Employment Recommendation to Fill Full-time Elementary Special Education Aide Position for Limited Term Employment (Remainder of 2013/14 School Year). Motion by Rowe to employ Mary Seep to fill the full-time limited term special education aide position for the remainder of the 2013/14 school year as recommended, seconded by Hilger. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0. c. Consider Employment Recommendation to Fill Part-time Elementary Special Education Aide Position for Limited Term Employment (Remainder of 2013/14 School Year). Action postponed.
d. Consider Employment Recommendation to Fill Extracurricular Position. Motion by Elvig to employ Wendy Bresina as high school girls basketball assistant coach for the 2013/14 season as recommended, seconded by Poquette. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. e. Consider Recommendation for Network Extension Project for District Office Complex. Motion by Elvig to approve the bid from Five Star Telecom in the amount of $\$ 8,970.36$ as recommended, seconded by Hilger. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0.
f. Consider Proceeding with Policy Development Project. Motion by Rowe to proceed with the Policy Development project with the WASB Consulting Services not to exceed $\$ 10,000$ in the 2013/14 budget year, seconded by Elvig. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0.
11. Adjournment. Motion by Elvig to adjourn at 7:54 p.m., seconded by Hilger. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, December 2, 2013 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

ALTOONA BOARD OF EDUCATION<br>Special Meeting/Work Session<br>District Board Room<br>November 21, 2013<br>8:30 a.m.

1. The Special Meeting/Work Session was called to order by Board President, Helen Drawbert at 8:34 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. Discuss Recommendation from Demographic Trends and Facilities Planning Committee, Calculation of Costing and Next Steps. The recommendation presented at the November 18 board meeting to "Identify highest priority items that would fall within the tax impact range of $\$ 200$ to $\$ 250$ annual/ $\$ 100,000$ home, design a project to fit within the corresponding dollar amount and reconvene the committee in early December" as well as the other aspects including their recommendation to pursue sponsorships and open discussions with the city, was reviewed. Since then, a preliminary summary of financing options has been prepared by Robert W. Baird \& Co. The summary shows a potential project range of \$18,475,000 to $\$ 23,500,000$ based on the given tax impact range. David Cihasky, ADG Architects, is working on design options within those ranges for committee review on December 11.
5.-7. Discuss Process for Salary and Stipend Guide Development; Process for Support Staff (Clerical/Aides and Custodial/Maintenance) Handbook Development; Process for Review of Professional Educator Handbook, Retirement Language and Insurance Benefits. A committee process with board and staff representation will be used for development of the Salary and Stipend Guide and the Support Staff Handbook (Clerical/Aides and Custodial/Maintenance), and for review of the Professional/Educator Handbook/ Retirement Language, and Insurance Benefits; timeline and structure were discussed. Two board members, Robin Elvig and Brad Poquette will serve on the Salary and Stipend Guide Committee, Helen Drawbert on the Support Staff Handbook Committee, Mike Hilger on the Professional Educator Handbook/Retirement Language Committee, and Dave Rowe on the Insurance Benefits Committee. A consultant, Rick Fields, will facilitate the Salary and Stipend Guide development process. Staff members will apply to represent their building, two per building. The committees will begin meeting in January with meetings starting at $3: 45 \mathrm{pm}$.

Altoona Board of Education, November 21, 2013 - Page 2
8. Board Book Study. Board members and Dr. Biedron each lead chapter discussions of The School Board Fieldbook - Leading with Vision.
9. Adjournment. Motion by Hilger to adjourn at 1:15 pm, seconded by Rowe. Motion carried.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, December 2, 2013 at 6:30 p.m. in the Altoona commons addition, 1827 Bartlett Avenue.

Joyce M. Orth CAP, Board Secretary

District Clerk
Date

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11/14/2013 13140037010 E 100310122000 ESTREM-FULLER, NANCY

11/14/2013 13140037110 E 100320254300 JOHNSON CONTROLS, INC.

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13140037110 E 400320254300 JOHNSON CONTROLS, INC.
request fs funds returned Totals for 129647

Mentor Training - STUCKERT Mentor Training - G. EMERSON Mentor Training - BETLACH Mentor Training - PIERSON Mentor training - ROBERTSON Mentor Training - BUTNICK Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Service contract payment \#3 Totals for 131400369

25 HOURS - EDUCATIONAL CONSULTANT

Totals for 131400370

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11/14/2013 13140037227 E 800370436000 L E PHILLIPS CAREER DEVELOPEME Alternate School Youth
Program - OCT 2013
Totals for 131400372
mileage to Oshkosh on 11/8/2013 for Cisco WTI Workshop

Totals for 131400373
art supplies
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Totals for 131400374

Mileage reimbursement - GREEN LAKE

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13140037710 E 400320254300 RTS ROOFING, INC.

11/14/2013 13140037827 E 700411156600 SCHOOL SPECIALTY INC.
$11 / 14 / 201313140037927$ E 700411158000 STAPLES

13140037927 E 700411158000 STAPLES

11/14/2013 13140038010 E 800942231100 WISC ASSOC OF SCHOOL BOARDS


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| Totals for 131400375 | 197.75 |  |
| Mileage Reimbursement for WTI Conference in Oshkosh Totals for 131400376 | 212.44 212.44 | November |
| repair roof leaks at elementary and high school. repair roof leaks at elementary and high school. Totals for 131400377 | $\begin{aligned} & 225.63 \\ & 225.63 \\ & 451.26 \end{aligned}$ | November <br> November |
| Height right chairs <br> Totals for 131400378 | $\begin{aligned} & 341.98 \\ & 341.98 \end{aligned}$ | November |
| ```Pocket folders for LLI book series -- Title and Special Ed. Pocket folders for LLI book series -- Title and Special Ed. Totals for 131400379``` | 145.38 48.46 193.84 | November |
| ```Registration - WASB Coaching Workshop (10/25) Totals for 131400380``` | 125.00 125.00 | November |
| Payroll accrual <br> Payroll accrual <br> Payroll accrual <br> Totals for 131400381 | $\begin{array}{r} 755.00 \\ 55.00 \\ 160.00 \\ 970.00 \end{array}$ | November November November |
| Payroll accrual | 144.20 | November |
| Payroll accrual | 225.47 | November |
| Payroll accrual | 195.80 | November |
| Payroll accrual <br> Totals for 131400382 | $\begin{array}{r} 3.96 \\ 569.43 \end{array}$ | November |

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| 11/18/2013 | 131400384 | 50 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -7.09 | November |
|  | 131400384 | 80 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 0.00 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -10,732.65 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -2,149.64 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -161.81 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -47.88 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -74,143.59 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -14,500.20 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -8,749.09 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -1,694.07 | November |
|  | 131400384 | 50 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -78.33 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -173.85 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -47.88 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -71,925.03 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | -14,500.20 | November |
|  | 131400384 | 10 A 000 | 000715632 | WEA INSURANCE TRUST | Dec 2013 bill ing Nov/retiree | -38,910.00 | November |
| 11/22/2013 | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 1,210.57 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 231.73 | November |
|  | 131400384 | 50 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 7.09 | November |
|  | 131400384 | 80 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 0.00 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 301.53 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 46.77 | November |
|  | 131400384 | 50 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 2.70 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 10,732.65 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 2,149.64 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 161.81 | November |
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|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 230.39 | November |
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|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 301.53 | November |
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|  | 131400384 | 50 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 2.70 | November |
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|  | 131400384 | 50 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 78.33 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 10,415.70 | November |
|  | 131400384 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 2,149.64 | November |
|  | 131400384 | 10 A 000 | 000715632 | WEA INSURANCE TRUST | Dec 2013 bill ing Nov/retiree | 38,910.00 | November |
|  | 131400384 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Dec 2013 bill ing Nov Totals for 131400384 | $\begin{array}{r} -3,765.89 \\ -11.78 \end{array}$ | November |
| 11/22/2013 | 131400386 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 8,749.09 | November |
|  | 131400386 | 27 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 1,694.07 | November |
|  | 131400386 | 50 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 78.33 | November |
|  | 131400386 | 10 L 000 | 000811631 | WEA INSURANCE TRUST | Payroll accrual | 301.53 | November |



11/21/2013 13140038710 E 200320254300 BRAUN CORPORATION LLC

13140038710 E 200320254300 BRAUN CORPORATION LLC

11/21/2013 13140038810 E 800432222200 FOLLETT LIBRARY RESOURCES 13140038810 E 800435222200 13140038810 E 800432222200 13140038810 E 800435222200 13140038810 E 800432222200 13140038810 E 800435222200 13140038810 E 800432222200 13140038810 E 800432222200 FOLLETT LIBRARY RESOURCES FOLLETT LIBRARY RESOURCES FOLLETT LIBRARY RESOURCES FOLLETT LIBRARY RESOURCES FOLLETT LIBRARY RESOURCES FOLLETT LIBRARY RESOURCES FOLLETT LIBRARY RESOURCES

11/21/2013 13140038910 E 100320254300 G \& K SERVICES, INC. 13140038910 E 200320254300 G \& K SERVICES, INC. 13140038910 E 400320254300 G \& K SERVICES, INC.

11/21/2013 13140039010 E 100320254300 THE MOOREFIELD GROUP INC

13140039010 E 200320254300 THE MOOREFIELD GROUP INC

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| DESCRIPTION | AMOUNT | MONTH |
| Payroll accrual | 46.77 | November |
| Payroll accrual | 2.70 | November |
| Payroll accrual | 1,210.57 | November |
| Payroll accrual | 230.39 | November |
| Payroll accrual | 7.09 | November |
| Payroll accrual | 0.00 | November |
| Payroll accrual | 301.53 | November |
| Payroll accrual | 46.77 | November |
| Payroll accrual | 2.70 | November |
| Dec 2013 bill ing Nov | 3,765.89 | November |
| Payroll accrual | 1,210.57 | November |
| Payroll accrual | 231.73 | November |
| Payroll accrual | 7.09 | November |
| Payroll accrual | 0.00 | November |
| Payroll accrual | 8,749.09 | November |
| Payroll accrual | 1,694.07 | November |
| Payroll accrual | 78.33 | November |
| Payroll accrual | 10,732.65 | November |
| Payroll accrual | 2,149.64 | November |
| Payroll accrual | 161.81 | November |
| Payroll accrual | 47.88 | November |
| Payroll accrual | 74,143.59 | November |
| Payroll accrual | 14,500. 20 | November |
| Payroll accrual | 10,415.70 | November |
| Payroll accrual | 2,149.64 | November |
| Payroll accrual | 173.85 | November |
| Payroll accrual | 47.88 | November |
| Payroll accrual | 71,925.03 | November |
| Payroll accrual | 14,500. 20 | November |
| Dec 2013 bill ing Nov/retiree Totals for 131400386 | $\begin{array}{r} 46,430.00 \\ 275,786.38 \end{array}$ | November |

replace bad battery in lift 220.50 November \#2
replace guide inserts in lift 259.00 November \#4

$$
\text { Totals for } 131400387 \quad 479.50
$$

## Books

Books for MS LMC
Books for MS LMC
Books for MS LMC
Books for MS LMC
Books for MS LMC
Books for MS LMC Books

Totals for 131400388

Blanket P.O.
Blanket P.O.
Blanket P.o.
Totals for 131400389

WATER MANAGEMENT SERVICES NOV 2013
WATER MANAGEMENT SERVICES NOV
15.99 November 98.80 November
230.53 November
237.97 November
555.24 November
10.94 November
25.51 November
134.44 November

1,309. 42
14.25 November 14.25 November 14.25 November 42.75
61.67 November
61.67 November




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Totals for 201300204

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WELLS FARGO BANK/NET PR \& DIRE PR \& DIRECT DEPOSIT/11-22-13 WELLS FARGO BANK/NET PR \& DIRE PR \& DIRECT DEPOSIT/11-22-13 WELLS FARGO BANK/NET PR \& DIRE PR \& DIRECT DEPOSIT/11-22-13 Totals for 201300205

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383.04 November
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15,739.85 November
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15,739.85 November
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> 71.15 November
> 64.05 November 233.00 November
> $1,953.68$ November 376.00 November
> $5,320.42$ November 525.00 November 78.25 November
> 1,732.50 November 50.61 November 62.61 November $10,467.27$

199,457.54 November 39,720.99 November 8,297.01 November 409.12 November

247,884.66

11/18/2013 20130020610 L 000000811614 DIVERSIFIED BENEFIT SERVICES I Flex plan charges
Totals for 201300206
874.49 November 874.49

POST


| $11 / 18 / 2013$ | 20130021410 E 100331253300 XCEL ENERGY |
| ---: | :--- |
| 20130021410 E 100336253300 XCEL ENERGY |  |
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|  | 20130021410 E 400336253300 XCEL ENERGY |

11/18/2013 20130021510 E 100331253300 XCEL ENERGY

11/18/2013 20130021610 E 800682283000 WELLS FARGO BANK

11/18/2013 20130021810 E 800411252000 WELLS FARGO BANK

11/18/2013 20130021910 E 800411252000 MAGIC-WRIGHTER
Printer/copier lease
Printer/copier lease
Printer/copier lease
Printer/copier lease
Printer/copier lease
Totals for 201300213

2,133.99 November
1,467.20 November
2,254.79 November 189.73 November 54.90 November

6,100.61

MONTHLY UTILITIES-EARLY
20.95 November CHILDHOOD \& Storage MONTHLY UTILITIES-EARLY 211.02 November CHILDHOOD \& Storage MONTHLY UTILITIES-EARLY CHILDHOOD \& Storage MONTHLY UTILITIES-EARLY

CHILDHOOD \& Storage Totals for 201300214
310.25
20.00 November
58.28 November

11/19/2013 20130022010 E 100249110000 DIVERSIFIED BENEFIT SERVICES I HRA PAYMENTS 20130022010 E 100249110100 DIVERSIFIED BENEFIT SERVICES I HRA PAYMENTS

MONTHLY UTILITIES
84.04 November

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Totals for 201300215 4,760.75 November 80.22 November

5,118.94 November 174.30 November

7,052.20 November 17,270.45

1,562.50 November
1,562.50
630.62 November 630.62

CC Service fees
4.00 November
4.00
84.77 November 254.30 November
CHECK CHECK ACCOUNT
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$11 / 19 / 2013$$\frac{\text { NUMBER }}{201300220} \frac{}{l}$| NUMBER |
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## AMOUNT MONTH

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42.38 November


[^0]483.77 November 483.77

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

| FUND | DESCRIPTION | BALANCE SHEET | REVENUE | EXPENSE | TOTAL |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 10 | GENERAL | 579,429.88 | 0.00 | 109,836.64 | 689,266.52 |
| 27 | SPECIAL EDUCATION FUND | 101,360.08 | 0.00 | 15,703.33 | 117,063.41 |
| 50 | FOOD SERVICE | 12,425.74 | 26.95 | 18,012.34 | 30,465.03 |
| 80 | COMMUNITY SERVICE | 762.00 | 0.00 | 0.00 | 762.00 |
| *** | und Summary Totals *** | 693,977.70 | 26.95 | 143,552.31 | 837,556.96 |



## FUNDSUMMARY

| FUND | DESCRIPTION | BALANCE SHEET | Revenue | EXPENSE | TOTAL |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 61 | EXTRA CURRICULAR FUND | 761.91 | 0.00 | 0.00 | 761.91 |
|  | Fund Summary Totals *** | 761.91 | 0.00 | 0.00 | 761.91 |

Since opening in 1965, Adlai E. Stevenson High School has become one of the leading high schools in America. Stevenson is the only public high school in Illinois to receive four Blue Ribbon Awards for Excellence in Education from the U.S. Department of Education. SHS won the award in 1987, 1991, 1998 and 2002. Stevenson also received the U.S. Department of Education's New American High Schools Award in 1998. Newsweek and U.S. News and World Report have ranked Stevenson among the top high schools in the country. Stevenson also is included annually in the School Watch and School Match listings of schools that offer features most sought by parents.

Stevenson offers more than 200 courses in communication arts, mathematics, science, social science, foreign languages, fine arts, applied arts and physical welfare. Classes are taught by a talented and experienced corps of teachers, three-fourths of them with a master's degree or more. Several teachers at SHS are considered by their peers to be among the country's foremost authorities in their fields. Some of the textbooks and teaching practices used around the United States can trace their roots to Stevenson High School.

Stevenson's Advanced Placement program is among the nation's best. More than 20 AP classes are available and SHS regularly leads the Midwest region in AP participation and has ranked in the top five worldwide.

Approximately 97 percent of SHS graduates attend college. Of that group, 8 in 10 will attend four-year colleges and universities while the remainder enroll at two-year schools. About 7 in 10 SHS graduates enroll at public colleges and universities.

Stevenson has over 125 co-curricular clubs and activities open to students. Three-fourths of the student body is involved in co-curriculars, ranging from athletics to performing arts to civics.

Stevenson's 76-acre campus features state-of-the-art facilities. All students have access to computers and nearly every classroom is capable of utilizing video, data and audio transmissions. A 1,200-seat performing arts center and an Olympic-sized swimming pool are other resources enjoyed by the community. The school has a college/ career counseling center, two tutoring centers, two language laboratories, and a centralized technology area with five classrooms containing approximately 150 computers for student use.

## www.d125.org

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Adlai E. Stevenson High School
A Professional Learning Community in Motion

| TIME | SESSION NUMBER | SCHEDULE OF PRESENTATIONS | PRESENTERS | LOCATION |
| :---: | :---: | :---: | :---: | :---: |
| 7:00-7:25 |  | Welcome and Overview of Day | Dr. Eric Twadell Superintendent and Troy Gobble, Principal | Recital Hall <br> (Room 4100) |
| 7:30-8:20 | O-A | Attend Curriculum Team Meeting | Various | Various |
|  | o-B | Tour of School with Students from Ambassadors Club | SHS Student Ambassadors | Meet in 4100 |
| $\begin{aligned} & \text { Session 1: } \\ & \text { 8:35-9:24 } \end{aligned}$ | 1-A | Sustaining a Rigorous Curriculum for ALL Students <br> Stevenson's participation in the AP Program is emblematic of its transformation into a PLC. Where once this rigorous offering was reserved for the select few, it has now become a regular part of nearly every student's high school experience. Learn how SHS opened doors and minds to ensure that our college-bound students have college-level coursework by the time they graduate. The session will examine the intensive communication, articulation, professional development and results-orientation that were necessary to establish and grow this program. | Troy Gobble Principal and Dr. Steve Wood Director of Science | Recital Hall <br> (Room 4100) |
|  | 1-B | Instructional Technology: Redefining Teaching \& Learning Environments <br> In a world where there is an App for almost everything, educators and technology leaders may get lost in the latest and greatest trends. In order to maximize the technology we put in the hands of our students and teachers, we must hold our instructional goals at the center of how we think about technology. This session will give an overview of how we utilize technology to put students at the center of their own learning, challenge and support them to evolve not only in how they work, but what they are able to produce. We also will address how we work to meet the diverse instructional technology needs of our faculty. This session will also review how we are working to support teachers in our SMART 1:1 iPad program. | Caroline Haebig Instructional Technology <br> Coordinator and <br> Doug Kahler Director of Information Services | Room 7096 |
| Session 2: 9:29-10:13 | 2-A | Responding When Students Do Not Learn. Working to achieve its goal of success for every student, SHS has developed a nationally recognized multi-tiered approach to ensure that each individual student is a valued member of the school community. Learn how we keep abreast of our students' academic, emotional and social growth and provide them with appropriate supports when they are not meeting expectations and learning objectives, lessons we have learned along the way, and how we will move forward. | Sarah Bowen <br> Director of Student Services and Dr. Gwen Zimmermann Assistant Principal for Teaching and Learning | Recital Hall <br> (Room 4100) |


|  | 2-B | My Team Is Different - A New Lens for Looking at Collaboration- Blended Teams <br> This session will explore the roadblocks, benefits, and how to's of collaborating in diverse, blended curricular teams, to address the uniqueness of being the only teacher of a course. Applied Arts and Fine Arts Divisions have embraced these challenges in creating highly successful programs. | Dr. Wendy Custable Director of Applied Arts and Jonathan Grice Director of Fine Arts | Room 7096 |
| :---: | :---: | :---: | :---: | :---: |
| $\begin{aligned} & \text { Session 3: } \\ & \text { 10:18 - 11:02 } \end{aligned}$ | 3-A | Think Positive - Not Punitive <br> At Stevenson High School, our system of interventions for student behavior is built on the idea that students earn privileges for exhibiting appropriate behaviors. Students can earn a 50-minute lunch period, an unscheduled period, and other opportunities not available to students who make consistently poor decisions. The system is administered by the Assistant Principal for Operations and a team of 6 full-time deans. In this session, participants will learn how we establish behavioral expectations with an emphasis on the development of social and emotional competence. | Mr. Ken Latka <br> Asst. Principal for Operations and <br> Daryl Wallace and Steve Tucker Deans of Students | Recital Hall <br> (Room 4100) |
|  | $3-B$ | Assessing and Reporting Student Learning <br> Student achievement data is the oil in the Stevenson machine. This session explores how the school's assessment strategies supports the learning of academic content and provides key information that teachers use in adapting instruction to the needs of their students. The session will explore the nature and value of formative and summative assessments and demonstrate the impact of longitudinal tracking and provide information on how Stevenson is working to develop standards based grading practices at the curriculum team levels. | Tony Reibel <br> Director of Assessment, Research and Evaluation and Doug Lilidahl Director of Communication Arts | Room 7096 |
| Session 4:$11: 07-11: 57$ | 4-A | Freshman Advisory Program <br> This session will provide the essentials of developing a transition program for high school freshmen. Our transition program called FMP (Freshman Mentor Program), facilitates our freshmen's adjustment to high school, teaches them our expectations and traditions, and provides the opportunity to develop a special friendship with an upperclassman. FMP is our "Friendly Meeting Place." | Zara Dittman <br> FMP Coordinator and FMP Student Mentors | Recital Hall <br> (Room 4100) |
|  | 4-B | Creating High Performing Collaborative Teams Teachers working together are not necessarily a team. This session examines the role that effective teams have had in building the capacity of our personnel and in shaping our PLC. In this session, you will learn how to focus on team effort on results and how to avoid the "Three Deadly C's" of collaboration. The presenters will also discuss the development of SMART goals and their utility in furthering effective collaboration. | Rowena Mak <br> Director of World <br> Languages and ELL <br> and <br> Brad Smith <br> Director of Social Studies | Room 7096 |
| Session 5: $12: 02-12: 52$ | 5-A | Food for Thought: Discussion with Stevenson Students over Lunch <br> Have a break, restore your energy and learn about our school from the students' perspective! One of our most popular sessions, Stevenson students are available to describe their classroom experiences, the school's comprehensive co-curricular and extra-curricular programs and our support and discipline systems. | $F M P$ <br> Student Representatives | Room 2104 |

## Adlai E. Stevenson High School

## A Professional Learning Community in Motion

|  | 5-B | Beyond the Classroom: Athletics and Student Activities in a PLC - Lunch and Learn <br> At SHS, we believe that our students' education extends beyond the classroom. To that end, we seek to provide rich and comprehensive activities outside the classroom that allow students to grow emotionally, mentally, physically and culturally. The wide variety of activities available ensures that leadership opportunities are available to nearly all students, which helps us to develop a sense of ownership among the student body. The session will explore the mission and vision of Stevenson's Athletics and Student Activities Division's and describe their responsiveness to student interests. In this session, participants will learn the keys to assessing current athletics and co-curricular offerings and developing an effective marketing strategy intended to attract high levels of participation. | Trish Betthauser <br> Director of Athletics <br> and <br> Ted Goergen <br> Director of Student Activities | Room 2113 |
| :---: | :---: | :---: | :---: | :---: |
| Session 6:$12: 57-1: 47$ | 6-A | Teaching and Assessing Social and Emotional Learning at SHS <br> This session will explore how Stevenson is working to implement and assess students attainment the State of Illinois' Social and Emotional Learning Standards and the five SEL competencies identified by CASEL (Collaborative for Academic, Social and Emotional Learning): Self-Awareness, Social Awareness, Self-Management, Relationship Skills, and Responsible Decision Making. | Jill Lipman <br> Director of Physical Welfare <br> and <br> Mark Onuscheck <br> Director of Curriculum, Instruction and Assessment | Recital Hall <br> (Room 4100) |
|  | 6-B | The Counselor's Role in the PLC/Visiting Advisories <br> Counselors, together with the social workers, deans, and psychologists, make up our Student Support Teams (SSTs). The SST is responsible for monitoring the performance of each student academically, socially, and emotionally. Counselors also play an important role in ensuring the success for every student. This is an opportunity for participants to hear from Stevenson counselors and later to visit FMP classrooms. | Allison Kulla <br> Lindsay Perkins and Héctor Vázquez School Counselors | Room 7096 |
| Session 7:$1: 52-2: 36$ | 7-A | Special Education in a PLC <br> This session will focus on Stevenson's cross-categorical special education program and the varying levels of support that are provided based on student need. Participants will learn the mission and vision of the department and its role in the larger school. The facilitators will describe the ongoing articulation and collaboration between special education personnel and their colleagues in the school's other divisions and the middle schools. Also included will be a discussion of parent/community programs, new teacher support and ongoing professional development. | Andrew Schroeder, Robin Katz, Kristen Velazquez, and Traci Krawczyk Special Education Teachers | Recital Hall <br> (Room 4100) |
|  | 7-B | Teacher Leadership in a PLC: A Panel Discussion <br> Faculty from the Applied Arts, English, Fine Arts, Mathematics, Physical Welfare, Science, and Social Studies departments discuss their experiences as team leaders and core leaders, key roles in the management of the school's curriculum, instruction and assessment. This panel discussion provides insight on the challenges and benefits of building effective curriculum teams. | Mike Anderson, Applied Arts; Tim Foley, English; <br> Angela Dauphin, Fine Arts; Jennifer Parisi,Mathematics: <br> Chad Dauphin, Physical Welfare; Aaron Wellington, Science; | Room 7096 |


| Session 8: $2: 41-3: 30$ | 8-A | Stevenson High School as a Professional Learning Community <br> The District 125 Mission, Vision, and Values are the "moral purpose" (Fullan, 2002; Sergiovanni, 2005) that guides the goals, projects, and initiatives at Stevenson High School. This session describes the Vision and Values of Stevenson High School while providing a question and answer session with Stevenson's superintendent and principal. | Dr. Eric Twadell Superintendent and Troy Gobble Principal | Recital Hall (Room 4100) |
| :---: | :---: | :---: | :---: | :---: |

## Before departing Stevenson High School:

(1) Please complete your evaluation form and drop it in the box near the door after Session 8 in Rm 4100.
(2) Please return your visitor badge, badge holder, and lanyard to the box near the door after Session 8 in Rm 4100.

To depart, please return to the Main Office Entrance at the Circle Drive for shuttle/bus departures and for Lot B visitor parking.
Thank you for visiting us today. Have a safe trip home!

# Alifoona <br> Parks and Recreation <br> Altoona Parks $\&$ Recreation Department <br> 1904 Spoomes Ave <br> Altoons, WI 54720 715-839-5188 

Altoona Parks \& Recreation Committee Agenda<br>Monday November 25, 2013 6:00pm<br>Altoona Emergency Services Building<br>1904 Spooner Ave

1. Call Meeting to Order
2. Roll Call
3. Discuss/consider approval of minutes of the October 28, 2013 Parks \& Recreation Committee Meeting.
4. Park Maintenance Report by Lynn Gesche
5. Recreation/Program Report by Debra Goldbach
6. Discuss/consider the 2014 AYSB Field Rental Contract
7. Discuss/consider the 2014 AYSB Concession Stand Lease
8. Discuss/consider the 2014 Park Facility Rental fees
9. Discuss/consider the 2014 Adult Softball League fee
10. Discuss/consider the 2014 Banners and Brochure Ad fees
11. Discuss 2014 P\&R Committee Meeting Schedule
12. Update on Centennial Park
13. Public Comments and Concerns
14. Adjournment

Debra Goldbach
Recreation Director
Altoona Parks \& Recreation Department

1. Permits are issued to enrolled students or their parents/guardians, a nd employees.
2. Student drivers must obta in a parking permit from the high school office at the cost of $\$ 5.00$, annually. The parking permit fee is nonrefundable.
3. Parking permits must be displayed at all times on the rearview mirror of all a utomobiles. Vehicles in the parking lot without an Altoona School District Parking Permit will be ticketed. The privilege of $\backslash$ bringing the vehicle on the school grounds may be lost.
4. Student drivers must park in spaces designated as student parking, on the blacktop, between the yellow lines. Student vehicles parked in unauthorized spaces will be ticketed.
5. Parking permits must accompany only the vehicle(s) of the purchasing student(s). Violations of this rule will result in temporary and/or permanent revocation of parking privileges.
6. A parking spot is not guaranteed.
7. If a student changes or uses a nother car, the plates and make of the model must be reported to the high school office.
8. Parking pemits a re transferable only with school a uthorization.
9. Speed limit in the parking lot is 15 miles per hour.
10. All vehic les must be parked immedia tely upon a mival at school. Loitering in a utomobiles a nd/or in lot is prohibited. Students should lock their vehic les at all times.
11. Exhibition driving is prohibited. No person shall tum, a c celerate, decelerate, or otherwise operate a motor vehicle on school property in a manner which causes unnecessary engine noise or backfire, squealing tires, skidding, sliding, swaying, throwing of sand or gravel, or in any manner creating a da ngerous situation. Violations of this rule will result in temporary and/or permanent revocation of parking privileges and a police citation.
12. Vehicles that are blocking free and open access to the parking lot are subject to a police citation, or may be towed at the owner's expense.
13. The replacement fee for a parking tag is $\$ 10.00$. Lost tags must be reported and replaced as soon as possible. Vehicles may not park in the school lot without a parking tag hanging from the reanview mirror.
14. No item which is illegal to possess, is in violation of school regulations, or endangers the health, safety, or welfare of any persons, shall be stored in, or on, vehicles parked on school property (this includes, but is not limited to tobacco products, weapons, alcohol/drugs, and drug paraphemalia). School officials reserve the right to search any vehicle on campus.
15. Altoona High School maintains a closed campus every day. Students who leave and retum during the day without proper clearance from the office will have their driving privilege suspended indefinitely on the first offense.
16. All students driving their car to auto class must secure and display a permit on the dashboard of the car. All auto shop cars are to park south of the auto shop for the entire day. Except for auto class, no one is allowed to park in this area. Permits to park in this area must be secured from the auto shop teacherthe previous day.
17. School buses leaving school have the right-of-way over all vehicular traffic. Students must exit tuming left from the parking lot at the end of the school day.
18. The school assumes no responsibility for damage to or theft of a vehicle or any item stolen in or on a vehicle parked on school property.

## ALTOONA SCHOOL DISTRICTPARKING PERMIT STUDENT/VEHICLE INFORMATION

| Permit Number___ |  | Fee Paid___ |
| :---: | :---: | :---: |
| Name | First | MI |

## Address

$\qquad$
Date Issued $\qquad$
Birthdate $\qquad$

Phone $\qquad$
Make/Model/Color of Vehicle $\qquad$
License Plate \# $\qquad$ Driver's License \# $\qquad$
I the undersigned applic ant, have ca refully read the Student Parking and Traffic Rules (attached) and agree to follow them. I fully understand that if I violate these rules, I will lose my driving privilege.

Student Signature

Parent Guardian Signature

Vehicle Owner Signature

Date
$\qquad$
Date

$$
\overline{\text { Date }}
$$

Date Waming Issued: $\qquad$
Violation(s): $\qquad$
$\qquad$
$\qquad$
Date Permit Suspended: $\qquad$

Student Signature

# Altoona Library Board Meeting Agenda Wednesday, November 20, 2013 <br> <br> 9:00 A.M. in the library 

 <br> <br> 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. Board Officers
7. Approval of expenses
8. 2014 Budget
9. Discuss/consider updating Library Behavior Policy
10. Librarian's report
a. Circulation
b. Programming
c. Discussion about undertaking a strategic/long term planning process in 2014
d. Update on shelving options
11. Closed session: discuss and consider convening into closed session pursuant of WIS Stat. 19.85 (1) (c) consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility.
a. 1 Year Evaluation of Library Director
b. Review of Youth Services contract
12. Schedule next meeting \& items for the agenda

## 13. Adjourn

## Future Reference:

May: Election of Officers
June: Review of Library Director's contract
November: Long range goal review
Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Library Director at 839-5029 with as much advance notice as possible.

## Booster Club Fund Raisers

$>$ Badger Bus Trip : \$700-\$1300
$>$ MN Wild Bus Trip: $\$ 900-\$ 1100$
$>$ Milwaukee Brewer Bus Trip \$500
$>$ Homecoming Silent Auction \$700-\$2900
$>$ Tailgate Party \$300-\$750
$>$ Golf Outing \$3,000-\$5,000
$>$ Final Four Party $\$ 3,500-\$ 4,500$
$>$ Moped Raffle $\$ 1,800$
$>$ Discount Cards $\$ 2,500-\$ 4,000$
$>$ Sports Calendar \$1,700-\$2,700
$>$ Kwik Trip Cards $\$ 700$
$>$ Scrap Metal Drive $\$ 1,300-\$ 1,800$

- Alumni Tournament $\$ 350$ - $\$ 800$
$>$ Holiday Raffle $\$ 625$
$>$ Spaghetti Feed \$300-\$700
$>$ Holiday Cookie Sale \$1,500-\$2,300
$>$ Brat Stands $\$ 300-\$ 800$
$>$ Country Jam Set up $\$ 2,100-\$ 2,500$
$>$ Donkey Basketball \$1,800-\$2,300
$>$ Home Town Marketing \$1,750
$>$ Pancake Feed \$450
$>$ Green Bay Packer Raffle $\$ 750$
$>$ Softball Tournament Admissions $\$ 300$
$>$ Middle School Track Meet \$500-\$750
$>$ Spring Fling Dance $\$ 194$

Computer Science
Education Week december 9-15, 2013

# One Hour, <br> 10 million students, A foundation for success 



## "Everybody in this country should learn how to program a computer... because it teaches you how to think." <br> -Steve Jobs



# Code.org is organizing a massive campaign to get 10 million students of all ages (and adults) to participate in the Hour of Code this December. Register now to participate at http://csedweek.org 

## What's the Hour of Code?

The Hour of Code is a self-guided activity that everybody, in any classroom or club, can do. A variety of hour-long tutorials will be available for students to try out the basics of computer science.

## Bring it to your community

- Calling ALL educators: To reach 10 million students, we need help from all organizers - especially in areas with no computer science courses for kids.
- No experience needed: We will provide activities for all students, from ages 6 and up.
- Minimal prep time: Our self-guided online tutorials make it easy for any adult to host an Hour of Code with minimal preparation.
- Computers are optional: Students can learn basic programming concepts on a computer, tablet, smartphoneor no device at all.



## Computer Science Education Week: December 9-15, 2013

This year, Code.org is launching the Hour of Code as part of the annual Computer Science Education Week (CSEdWeek), a celebration geared to encourage interest in the field and show that anyone can learn the basics.

Today, we're surrounded by technology. Many students have their own tablets and phones-and yet, few are learning how computers actually work. Simple computer science activities can help nurture creativity and problem solving skills. By getting a feel for computational thinking early, students will have a foundation for success in any future career path.

## Did you know:

- Children who learn introductory computer science show improved math scores.
- $90 \%$ of K-12 schools in the U.S. do not teach computer science.
- Software jobs outnumber students 3-to-1. The gap is 1 million jobs over 10 years.
- In many countries (including China, the United Kingdom and Australia), computer science is-or soon will be-required.
- Anyone can learn the basics, starting in elementary school, but fewer than $10 \%$ of students (and just 4\% of female students, $3 \%$ of students of color) take computer science classes.


## Prizes for EVERY Educator!

Our sponsors are helping make the Hour of Code huge by generously donating items to reward participation. Every educator who organizes an Hour of Code in their classroom will receive 10GB of free DropBox storage as a thank you gift.

This includes educators for afterschool programs, clubs, and eductional organizations. Each organizer must register individually to redeem the gift.

Visit http://csedweek.org/prizes for more

## Hour of Code Participation Guide

## December 9-15, 2013

1 Who can participate? All groups, all ages
2 Details on the Hour of Code and activities

3 Plan your hardware needs - computers are optional

4 Engage your community to participate

5 Spread the movement


1 Who can participate? All groups, all ages

Any organization or community can partcipate in the Hour of Code, for example:

- an afterschool club
- a church
- a local university
- a YMCA, Boy Scouts or Girl Scouts troop
- a veterans association
- a labor union
- a "block party" or somebody’s house


## 2 Details on Hour of Code tutorials and activities

We'll host a variety of hour-long tutorials on the http://csedweek.org website for anybody to try - some developed by Code.org, others developed by partner organizations. Participants can complete the tutorials with computers, tablets, smartphones, some with no computer at all.

All tutorials will share these factors:

- Self-guided: little to no prep time.
- Web-based: no installation needed.
- Can be completed in one hour or less


## 3 Plan your hardware needscomputers are optional

The best experience will be through Internet-connected computers. But you don't need a computer for every child to participate.

## Here are a few options:

Work in pairs: Have students do the Hour of Code in pairs. This requires fewer computers, and students collaborate to learn more.

Use smartphones: If you don't have enough computers or Internet access, many of the one-hour activities will also work on smart phones. Anyone without smartphones can pair up.

On a projected screen: If you have a projector/screen for a Web-connected computer, then an entire classroom of participants can do an Hour of Code together, on the shared screen. You can watch video portions together, and take turns to answer questions or solve puzzles.

Local libraries, community centers or universities: If you don't have enough computers or WiFi at your physical location, you can find space at a local library or community center.

Ask volunteers to bring computers or tablets: Volunteers can provide loaner computers or tablets, as long as you have a physical location that has WiFi Internet access.

Go "unplugged:" We will offer "unplugged" tutorials that teach introductory principles of computer science, without a device.

## 4 <br> Engage your community to participate

## Send an email to your networks

Here's a sample email to send your community members. It's also online at http://csedweek.org/community:

Subject: The Hour of Code is coming

Our world is surrounded by technology. Information, commerce, communication, and entertainment all rely on computers. But only a tiny fraction of us learn the basics of how computers work, or how to create software, apps, or websites.

This year, to celebrate Computer Science Education Week (Dec 9-15), we're joining a massive campaign to prepare our population for the 21st century.

The Hour of Code campaign has an ambitious goal: to introduce 10 million students to one hour of computer science. I encourage all of you to participate, in two ways:

1) We want every member touched by our organization to participate as students in December - we should all spend one hour to learn the basics of computer science
2) If you're a parent, recruit your school to participate - ask your teacher or principal.

See http://csedweek.org for details. Sign up to participate!

## Share promotional materials

Show your community a video we've prepared that features people like Microsoft founder Bill Gates, Facebook founder Mark Zuckerberg, and Black Eyed Peas founder will.i.am talking about the importance of programming. We also have posters that you can print and post. You can find these online at http://csedweek.org/community.

## 5 Spread the Movement

Promote the Hour of Code online You can promote Hour of Code on your Twitter, Facebook, or other social media channels.

Recruit other groups in your community Any group can host an Hour of Code, whether it is a church, Boy Scout troup, local university, library, YMCA, veterans association, or labor union. If you have connections to any such organizations, reach out to them, encourage them visit http://csedweek.org/ and participate.

Author an op-ed in the local paper as a representative of your organization There is a draft op-ed among resources at http://csedweek.org/community.

## Issue a press release to announce your

 support of Hour of CodeThere is a sample press release at http:// csedweek.org/community.

# Join the movement! Help us make history this December. With every organization on board, the Hour of Code will be a record-breaking event, and a springboard for lasting change in education. Start planning now at http://csedweek.org. 

 Our vision is that every student in every school should have the opportunity to learn computer programming. We believe computer science should be part of the core curriculum in education, alongside other science, technology, engineering, and mathematics (STEM) courses, such as biology, physics, chemistry and algebra.

Resolution Supportive of Computer Science Education Week and Hour of Code
DECEMBER 2, 2013

Whereas Computer Science Education Week highlights the crucial role that computer science plays in transforming our society and how computer science enables innovation and creates economic opportunities;

Whereas computing technology is an integral part of culture and is transforming how people interact with each other and the world around them;

Whereas computer science is transforming industry, creating new fields of commerce, driving innovation in all fields of science, and bolstering productivity in established economic sectors;

Whereas the field of computer science underpins the information technology sector of our economy, which is a significant contributor to United States economic output;

Whereas the field of computer science is a foundational science for the digital age;

Whereas the information technology sector is uniquely positioned to help with economic recovery through the research and development of new innovations;

Whereas the outlook for computer science jobs is bright with one in every two STEM jobs in the country in computing occupations;

Whereas providing students the chance to participate in high-quality computer science activities exposes them to the rich opportunities the field offers and provides critical thinking skills that will serve them throughout their lives;

Whereas all students deserve a thorough preparation in computer science education, including access to the qualified teachers, technology, and age-appropriate curriculum needed to learn computer science at the elementary and secondary levels of education;

Whereas computer science education has challenges to address, including counting computer science classes towards high school graduation requirements, and providing professional development for computer science teachers;

Whereas participating in an Hour of Code during Computer Science Education Week can serve to demystify the field of computer science and encourage more students to take up further studies of computer science;

Whereas the field of computer science has significant equity barriers to address, including attracting more participation by females and underrepresented minorities to all levels and branches;

Whereas Grace Murray Hopper, one of the first females in the field of computer science, engineered new programming languages and pioneered standards for computer systems which laid the foundation for many advancements in computer science; and

Whereas the week of December 8, in honor of Grace Hopper's birthday, is designated as 'Computer Science Education Week': Now, therefore, be it

Resolved, that the Altoona Board of Education
(1) supports the designation of Computer Science Education Week (December 9-15, 2013);
(2) encourages schools, educators, parents and policymakers to participate in Computer Science Education Week by enabling their students to participate in the Hour of Code;
(3) encourages schools, teachers, researchers, universities, business leaders and policymakers to identify mechanisms for teachers to receive cutting edge professional development to provide sustainable learning experiences in computer science at all educational levels and encourage students to be exposed to computer science concepts;
(4) encourages policymakers to remove barriers that prevent computer science classes from being counted as math or science credits toward graduation requirements;
(5) encourages opportunities, including through existing programs, for females and underrepresented minorities in computer science.

Adopted this $2^{\text {nd }}$ day of December 2013.

Helen Drawbert, President Altoona Board of Education

Michael Hilger, Clerk
Altoona Board of Education


[^0]:    11/25/2013 20130022110 L 000000811614 DIVERSIFIED BENEFIT SERVICES I Flex plan charges
    Totals for 201300221

