

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

DR. STEVEN KOLDEN, SUPERINTENDENT

FINANCIAL AFFAIRS COMMITTEE MEETING

MONDAY, SEPTEMBER 16, 2013
7:00 PM
COLBY DISTRICT EDUCATION CENTER

OPEN MEETING

AGENDA

- 1) Review Invoices & Receipts

Committee Members Include: Donna Krueger, Chair
Todd Schmidt
Seth Pinter

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

STEVEN KOLDEN, SUPERINTENDENT

REGULAR SCHOOL BOARD MEETING

Monday, September 16, 2013 – 7:30 PM

Colby District Education Center

MEETING NORMS

- *The Board President will actively monitor our interactions.*
- *We will actively listen and not interrupt others.*

A G E N D A:

1. CALL TO ORDER / ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. NOTICE OF POSTING
4. PUBLIC PARTICIPATION
 - 4.01 Cheerleading Request
 - 4.02 Other
5. BOARD COMMENDATIONS
6. INFORMATION ITEMS:
 - 6.01 Correspondence
 - 6.01-1 Thank You from Shotliff Family
 - 6.01-2 Thank You from Duvall Family
 - 6.02 Student Board Representative Report
 - 6.03 Superintendent's Report – Steve Kolden [Abbotsford/Colby Chamber Request; State Report Cards/ACT Results; Educator Effectiveness Grant; Ruder Ware Local Government Seminar (9/24/13); WSAA/WASB Employment & School Law Seminar (10/10/13-10/11/13); School Facts 2013; WI Rural Schools Alliance (11/13/13-11/14/13); RTTT Update; Safe Schools; Officials Pay; Legislative Advocacy Conference (11/9/13)]
7. CONSENT AGENDA
 - 7.01 Minutes from the August 19, 2013 Regular Board Meeting
 - 7.02 Requests for Out-of-State Travel
 - 7.02-1 FFA to National FFA Convention in Louisville, KY – Oct. 28-Nov. 2, 2013
 - 7.03 Approve Board Member Attendance at Mtgs. Other Than Regular, Special or Committee Mtgs.
 - 7.03-1 Ruder Ware Local Government Seminar - 9/24/13
 - 7.03-2 WSAA/WASB Employment & School Law Seminar - October 10 & 11, 2013
 - 7.03-3 Legislative Advocacy Conference – November 9, 2013
 - 7.03-4 WI Rural Schools Alliance – November 13 & 14, 2013
 - 7.04 Approve Board Member Expenses for Travel Outside the District
 - 7.04-1 Ruder Ware Local Government Seminar - 9/24/13
 - 7.04-2 WSAA/WASB Employment & School Law Seminar - October 10 & 11, 2013
 - 7.04-3 Legislative Advocacy Conference – November 9, 2013
 - 7.04-4 WI Rural Schools Alliance – November 13 & 14, 2013
 - 7.05 Staff Resignations/Retirements/Leave Requests
 - 7.05-1 Jessica Sweda, Water Ballet
 - 7.06 Personnel – Transfers / New Hires (If Any)
8. REGULAR BUSINESS – CONSIDERATION OF:
 - 8.01 Agenda Items Moved From Consent Agenda
 - 8.02 Recommendation of Finance Committee

9. DISCUSSION INFORMATION
 - 9.01 Consideration of Reports of Board Members' Attendance at Seminars and Workshops
 - 9.02 Strategic Planning (Teleconference)
 - 9.03 2013-14 Budget Update
 - 9.04 Educator Effectiveness / Additional Evaluator
 - 9.05 Multiple Valedictorian Status
 - 9.06 Parkside Bus Routes
 - 9.07 Fund 80 Changes
10. ACTION INFORMATION
 - 10.01 Public Request for Payment
 - 10.02 Approve Revision to Reclassify Annual Advisor Position
 - 10.03 Approve Cheerleading Program for 2013-14
 - 10.04 Approve Memorandum of Understanding for Counseling in Schools
 - 10.05 Mileage Reimbursement to Out of District Private School Parents
 - 10.06 Nicolet Banking as a Collateralized Account
 - 10.07 Proposed 2013-14 Budget for Annual Meeting
 - 10.08 First Reading Policy #151 – Policy Development
 - 10.09 First Reading Policy #185 – Board Committees
 - 10.10 Employee Handbook Edits Part I – Sections: 2.05 Family and Medical Leave Act; 3.25 Operators of District Vehicles, Mobile Equipment and Persons Who Receive Travel Reimbursement; 3.32 Physical Examination; 3.46 Staff Use of Force to Maintain Student Discipline; 9.02 Sick Leave Use; 14.01 Medical Leave; 14.02 Child Rearing Leave; 14.03 Unpaid Leave of Absences – For Other than Medical and Child Rearing Reasons; 15.02 Health/Dental Insurance; 15.03 Alternate Benefit Plan [APB] in Lieu of Health Insurance
 - 10.11 Employee Handbook Edits Part II – Sections: 1.02 Standard for Discipline and Termination; 2.02 Normal Hours of Work; 3.02 Provisions for Graduate Study; 5.01 Teacher Assignments, Vacancies and Transfers; 5.02 Employee Resignations
 - 10.12 Employee Handbook Edits Part IV – Section: 3.01 Work Schedules for Executive Staff
 - 10.13 Employee Handbook Edits Appendix: Part I-2.04B; Part I-15.02
11. CONVENE TO CLOSED SESSION PER WISCONSIN STATUTES 19.85 (1) FOR THE PURPOSES OF:
 - c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
The Board will consider:
 - 11.01 Agenda Items Moved From Consent Agenda
 - 11.02 Superintendent Evaluation
 - 11.03 Reconvene in Open Session
12. THE BOARD WILL RECONVENE IN OPEN SESSION IMMEDIATELY UPON COMPLETING THE CLOSED SESSION TO TAKE ACTION, IF NECESSARY, ON SELECTED MATTERS DISCUSSED IN CLOSED SESSION.
13. IDENTIFY ITEMS FOR NEXT AGENDA
 - 13.01 Schedule Meetings:
 - 13.01-1 Annual Meeting – September 30, 2013 @ 8 PM
 - 13.01-2 Financial Affairs Committee Meeting – October 28, 2013 @ 7:00 PM
 - 13.01-3 Regular Board of Education Meeting – October 28, 2013 @ 7:30 PM
 - 13.01-4 Policy and Curriculum Committee Meeting – ?
 - 13.01-5 Facilities and Transportation Committee Meeting – ?
 - 13.01-6 Personnel Committee Meeting – ?
14. ADJOURNMENT

Thank you for your
generous gift

Perhaps you sent a lovely card,
Or sat quietly in a chair.
Perhaps you sent a funeral spray,
If so we saw it there.
Perhaps you spoke the kindest words,
As any friend could say;
Perhaps you were not there at all,
Just thought of us that day,
Whatever you did to console our hearts,
We thank you so much whatever the part.

The family of

Nancy Shottliff

Colby School Board & Administration,

Thank you for your thoughts
and support during the loss
of my mother. I am looking forward
to watching the plants you sent
grow & continually remind me of
her love for years to come.
Thank you again for your generous
support now and throughout the
years.

Tammy Horacek

Dr Kolder,
Bill Tremer,
Cheryl Ploekelman,
Todd Schmidt,
Donna Krueger,
Lavinia Bonacker,
Eric Elmhorst,
Seth Pinter
Brenda Mederwaldt

Thank you for your
kindness and support
during Allen's passing.

The plant is very
nice. It sits in my
living room, in front
of my picket fence.

Thank you for all
you do for the staff
and students.

Sincerely, Carl Dussal

FOR IMMEDIATE RELEASE

Contact: Paula Ruesch, Abbotsford-Colby Area Chamber of Commerce
Phone: 715-223-8509
Email: info@abbycolbyareachamber.org



September 3, 2013

What makes our community special?
You're Invited to Participate in our Branding & Marketing Effort!

Abbotsford-Colby, WI— With assistance from Kinziegreen Marketing Group and West Central Wisconsin Regional Planning Commission, the Abbotsford-Colby Area Chamber of Commerce is working to develop an area brand and marketing strategy to promote local businesses and attract business investment in the Abbotsford-Colby area.

As part of this initiative, a public workshop has been scheduled for 7:30 p.m. – 9:30 p.m. on Monday, September 16, 2013, at the Colby Lion's Shelter. This highly interactive workshop has been designed to gain input from area residents and business owners to help guide development of an area brand. All area residents and business owners are invited to attend.

In addition to the workshop, area residents and business owners are invited to complete a brief online survey at www.abbycolbyareachamber.org. The survey will be accessible through the month of September and includes questions about the benefits of living and working in the Abbotsford-Colby area. For their efforts, survey participants are eligible to win \$25, \$50, and \$75 in Chamber Gift Certificates which can be used at many local businesses. The random drawing for winners will be held in October.

Additional project meetings are being scheduled for later this fall with a goal of completing the draft brand and marketing strategy report by mid-November. For more information, please contact Paula Ruesch, Chamber Coordinator, at 715-223-8509.



Wisconsin ACT scores unchanged in 2013

Filed Under OSH Local News

Aug. 20, 2013 5:21 PM |

thenorthwestern.com

MADISON, Wis. (AP) — Wisconsin students' average ACT scores were unchanged this year compared with 2012, and they remain above the national average.

The average composite score for Wisconsin students who graduated this spring was 22.1 out of 36. That's the same as last year and above the national average of 20.9.

In Wisconsin, 71 percent of public and private school students who graduated took the test. That's the same as last year.

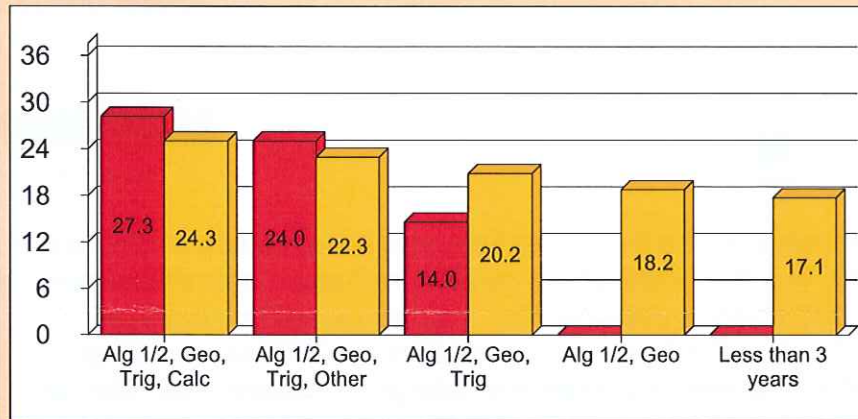
Of the states where at least 50 percent of students took the test, Wisconsin's score was tied for second highest with Iowa. Minnesota was the highest at 23. All three states have traditionally been among the highest scoring on the test.

The results were released Wednesday by the independent nonprofit ACT.

College Readiness Letter for: COLBY SCHOOL DISTRICT

ACT Research has shown that it is the rigor of coursework - rather than simply the number of core courses - that has the greatest impact on ACT performance and college readiness. Figures 2 and 3 report the value added by increasingly rigorous coursework in mathematics and science respectively.

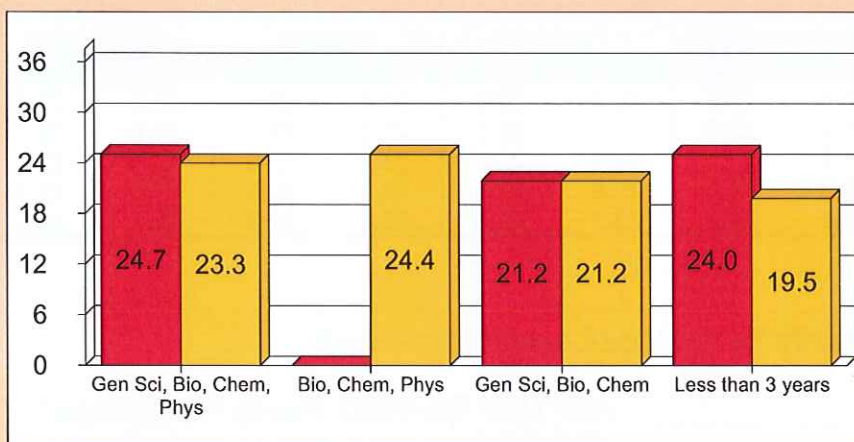
Figure 2. Average ACT Mathematics Scores by Course Sequence



Value Added by Mathematics Courses

Students who take a minimum of Algebra 1, Algebra 2, and Geometry typically achieve higher ACT Mathematics scores than students who take less than three years of mathematics. In addition, students who take more advanced mathematics courses substantially increase their ACT Mathematics score.

Figure 3. Average ACT Science Scores by Course Sequence



Value Added by Science Courses

Students taking Biology and Chemistry in combination with Physics typically achieve higher ACT Science scores than students taking less than three years of science courses.

In order to ensure that all students are ready for college and work, an overview of vital action steps is provided.

College Readiness for All: An Action Plan for Schools and Districts

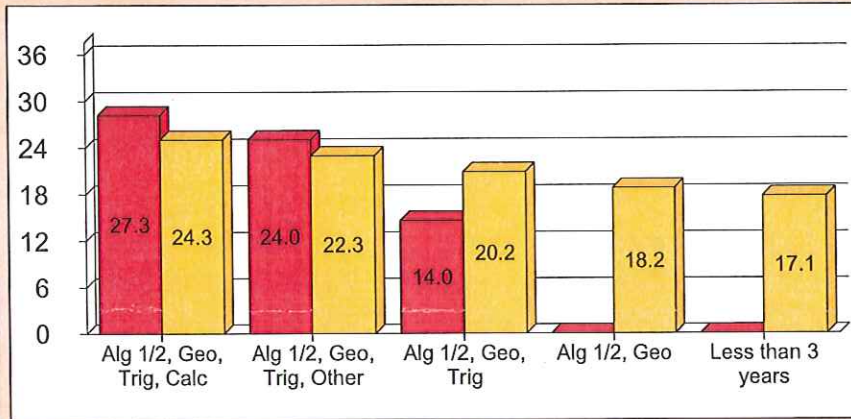
- 1. Create a Common Focus.** Establish collaborative partnerships with local and state postsecondary institutions to come to a shared understanding of what students need to know for college and workplace readiness. Use ACT's College Readiness Standards and the ACT as a common language to define readiness.
- 2. Establish High Expectations for All.** Create a school culture that identifies and communicates the need for all students to meet or exceed College Readiness Benchmark Scores.
- 3. Require a Rigorous Curriculum.** Review and evaluate the rigor and alignment of courses offered and required in your school in English, mathematics, and science to ensure that the foundational skills leading to readiness for college-level work are taught, reaffirmed, and articulated across courses.
- 4. Provide Student Counseling.** Engage all students in early college and career awareness, help them to set high aspirations, and ensure that they plan a rigorous high school coursework program.
- 5. Measure and Evaluate Progress.** Monitor and measure every student's progress early and often using college readiness assessments like EXPLORE, PLAN and the ACT. Make timely interventions with those students who are not making adequate progress in meeting college readiness standards.

To learn more about these recommended action steps and ACT programs that will help improve college readiness for your students, contact ACT Customer Service at 319-337-1309 or customerservices@act.org.

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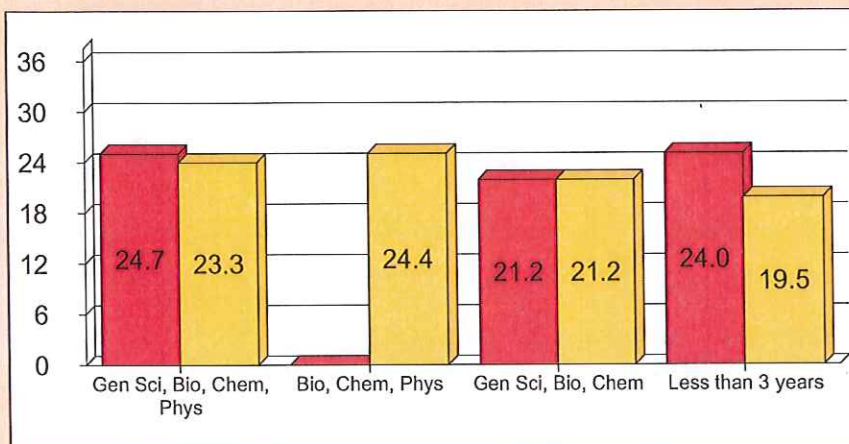
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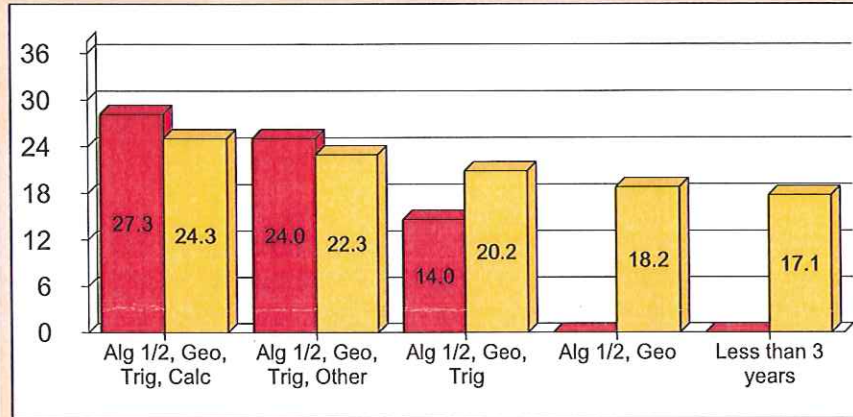
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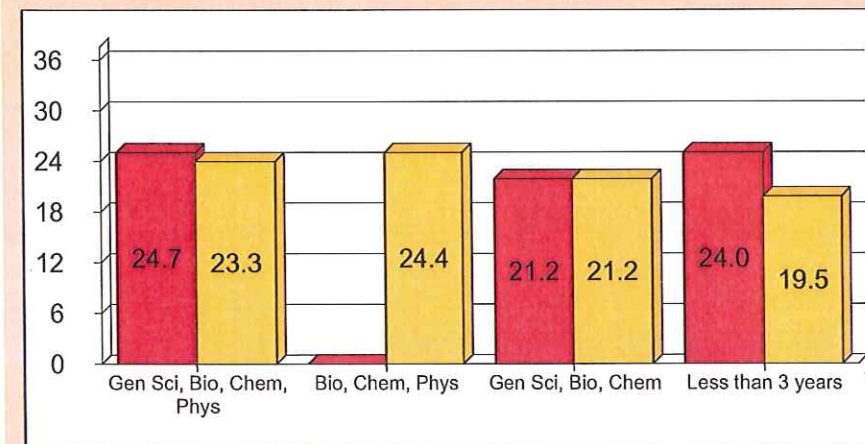
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2013 ACT Results

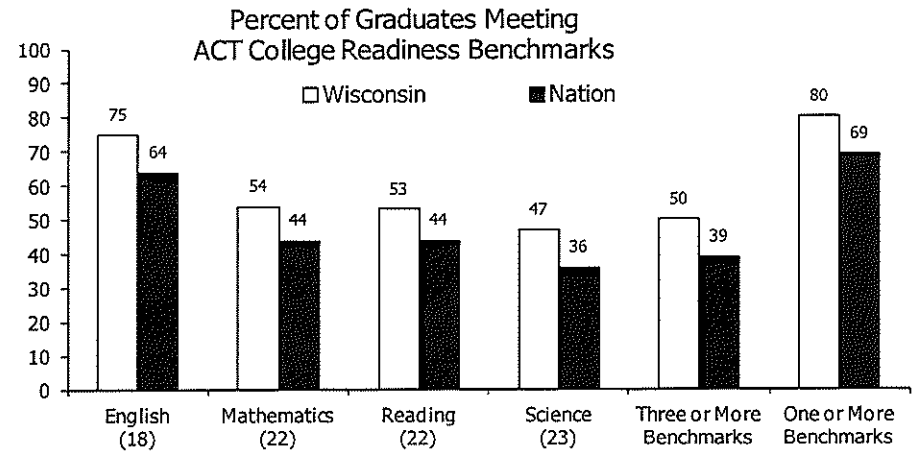
Composite Scores, School Program, and College Readiness Benchmarks by Racial and Ethnic Groups

	Composite Scores					Percentage Meeting ACT College Readiness Benchmark Scores				
	ACT Test-Takers	Composite Score	Percentage Taking Core	Core or More	Less than Core	English (18)	Mathematics (22)	Reading (22)	Science (23)	All Four Benchmarks
Wisconsin										
Black / African American	3,239	16.2	54	17.0	15.6	27	10	14	7	4
American Indian / Alaska Native	250	19.8	63	20.1	19.6	57	36	33	25	15
White	34,814	23.1	78	23.5	21.7	83	61	59	54	39
Hispanic / Latino	3,091	19.2	67	20.0	18.0	52	30	33	25	16
Asian	1,774	20.6	71	21.4	19.0	55	49	33	34	21
Native Hawaiian / Other Pacific Islander	46	21.1	61	22.3	20.5	63	50	48	39	26
Two or more races	1,302	21.6	71	22.3	20.1	71	46	50	40	28
Prefer not to respond / No Response	2,058	22.1	61	24.1	20.7	--	--	--	--	--
All Students	46,574	22.1	74	22.8	20.5	75	54	53	47	33
Nation										
Black / African American	239,598	16.9	69	17.5	15.6	34	14	16	10	5
American Indian / Alaska Native	14,217	18.0	62	19.1	16.5	41	22	26	18	10
White	1,034,712	22.2	76	22.9	20.0	75	53	54	45	33
Hispanic / Latino	259,741	18.8	72	19.5	17.2	48	30	29	21	14
Asian	71,677	23.5	81	24.1	21.5	74	71	55	53	43
Native Hawaiian / Other Pacific Islander	4,772	19.5	71	20.5	17.5	55	37	33	27	19
Two or more races	64,221	21.1	74	21.9	19.2	67	43	47	37	26
Prefer not to respond / No Response	110,305	20.7	58	22.4	18.4	--	--	--	--	--
All Students	1,799,243	20.9	74	21.7	18.7	64	44	44	36	26

NOTES: An ACT core curriculum is four years of English and three or more years each of mathematics (starting with Algebra I), science, and social studies. In 2013, just over 3 percent of Wisconsin students did not identify their intended high school curriculum, and more than 4 percent of students nationally did not provide their high school course-taking plans during ACT registration. A benchmark score is the minimum score needed on an ACT subject-area test to indicate a 75 percent chance of obtaining a C or higher grade in a corresponding college-level course. The reading benchmark is for college-level social sciences and the science benchmark is for college-level biology. Benchmark scores for reading and science were changed in 2013.

2013 ACT Composite Scores by School Program

	Wisconsin			Nation		
	Core Program	Less than Core	All Students	Core Program	Less than Core	All Students
English	22.3	19.7	21.5	21.2	17.8	20.2
Mathematics	22.7	20.3	22.0	21.7	18.9	20.9
Reading	23.0	20.7	22.3	22.0	19.0	21.1
Science	22.9	20.8	22.2	21.5	18.8	20.7
Composite	22.8	20.5	22.1	21.7	18.7	20.9



Wisconsin ACT Participation by Federal Race and Ethnicity Reporting Categories

	2007	2008	2009	2010	2011	2012	2013
Black / African American	2,139	2,271	2,548	3,351	3,528	3,341	3,239
American Indian / Alaska Native	311	318	350	331	311	263	250
White	35,381	36,397	37,801	37,765	37,011	36,261	34,814
Hispanic / Latino	1,206	1,297	1,412	1,892	2,397	2,930	3,091
Asian	1,467	1,620	1,681	1,734	1,866	1,824	1,774
Native Hawaiian / Other Pacific Islander	--	--	--	--	15	37	46
Two or more races	535	611	751	907	970	1,285	1,302
Prefer not to respond / No Response	5,391	4,476	2,115	1,775	1,595	1,647	2,058
All Students	46,430	46,990	46,658	47,755	47,693	47,588	46,574

ACT Composite Scores by Race and Ethnicity - 2007 to 2013

	Wisconsin							Nation						
	2007	2008	2009	2010	2011	2012	2013	2007	2008	2009	2010	2011	2012	2013
Black / African American	17.0	17.0	16.8	16.0	16.2	16.0	16.2	17.0	16.9	16.9	16.9	17.0	17.0	16.9
American Indian / Alaska Native	20.4	20.4	20.7	20.2	20.1	19.7	19.8	18.9	19.0	18.9	19.0	18.6	18.4	18.0
White	22.7	22.8	22.9	23.0	23.1	23.0	23.1	22.1	22.1	22.2	22.3	22.4	22.4	22.2
Hispanic / Latino	20.0	19.7	19.7	18.7	19.2	19.1	19.2	18.7	18.7	18.7	18.6	18.7	18.9	18.8
Asian	20.1	20.4	20.3	20.3	20.6	20.2	20.6	22.6	22.9	23.2	23.4	23.6	23.6	23.5
Native Hawaiian / Other Pacific Islander	--	--	--	--	20.1	22.3	21.1	--	--	--	--	19.5	19.8	19.5
Two or more races	22.0	21.5	21.8	20.9	20.9	21.3	21.6	21.0	20.9	21.0	21.0	21.1	21.4	21.1
Prefer not to respond / No Response	22.8	23.3	22.9	21.3	21.8	22.4	22.1	21.7	21.8	20.9	20.5	20.7	21.3	20.7
All Students	22.3	22.3	22.3	22.1	22.2	22.1	22.1	21.2	21.1	21.1	21.0	21.1	21.1	20.9

Registration and Dinner: 5:30 p.m. Introductions: 6:00 - 6:10 p.m.

Update on Health Care Reform: Are You Going to Pay or Play? 6:10 - 6:30 p.m.

Local governments are anxiously awaiting further clarification of the feasibility of using health insurance exchanges (including the Small Business Health Option Program or "SHOP") in 2014. Some municipal employers are still unsure whether they are subject to the (now delayed) shared responsibility provisions in the Affordable Care Act. This presentation will address the current state of regulations and provide assistance to municipal employers to determine whether they are applicable to large employers for purposes of the pay or play mandate, and in considering health insurance exchanges and SHOP for their employees.

Open Government in the New Age of Technology 6:30 - 7:15 p.m.

This presentation will discuss the impact of technology (Facebook, e-mail, texting, etc.) on the Wisconsin Open Meetings and Wisconsin Public Records Law. Local government officials are wrestling with a number of difficult issues as technology changes and methods of communication change with tremendous speed. Local governments are considering their own websites and Facebook page and wondering what obligations they have to notify the public about open meetings and retain copies of those items as public records. This presentation will discuss the obligations under the Wisconsin Open Meetings Law and the Public Records Law and provide insights and guidance regarding the handling of meetings and records in our new world of technology.

Break: 7:15 - 7:30 p.m.

Surviving the Perfect Storm: What to do When ADA, FMLA, and Workers' Compensation Collide 7:30 - 8:15 p.m.

Federal and state FMLA, disability, and workers' compensation laws continue to create compliance problems for employers. This presentation will touch on recent legislative developments and influential court decisions under these laws. We will walk through real world case situations and how FLMA, disability, and workers' compensation law apply. Attendees will be encouraged to participate and analyze the case situations and provide insight.

Update on Act 10 Litigation & Stump the Lawyer (Q&A) Program
8:15 - 8:45 p.m.

Register by contacting Shannon Nest at 715.845.4336, 800.477.8050, or via e-mail at snest@ruderware.com. Seating is limited, please register by Sept. 17, 2013.

Ruder Ware
BUSINESS ATTORNEYS FOR BUSINESS SUCCESSSM

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1-31

Mr. Steve Kolden
Colby School District
505 W Spence St
PO Box 139
Colby WI 54421-0139

FALL LOCAL GOVERNMENT SEMINAR

Tuesday, September 24, 2013
5:30 - 8:45 p.m.

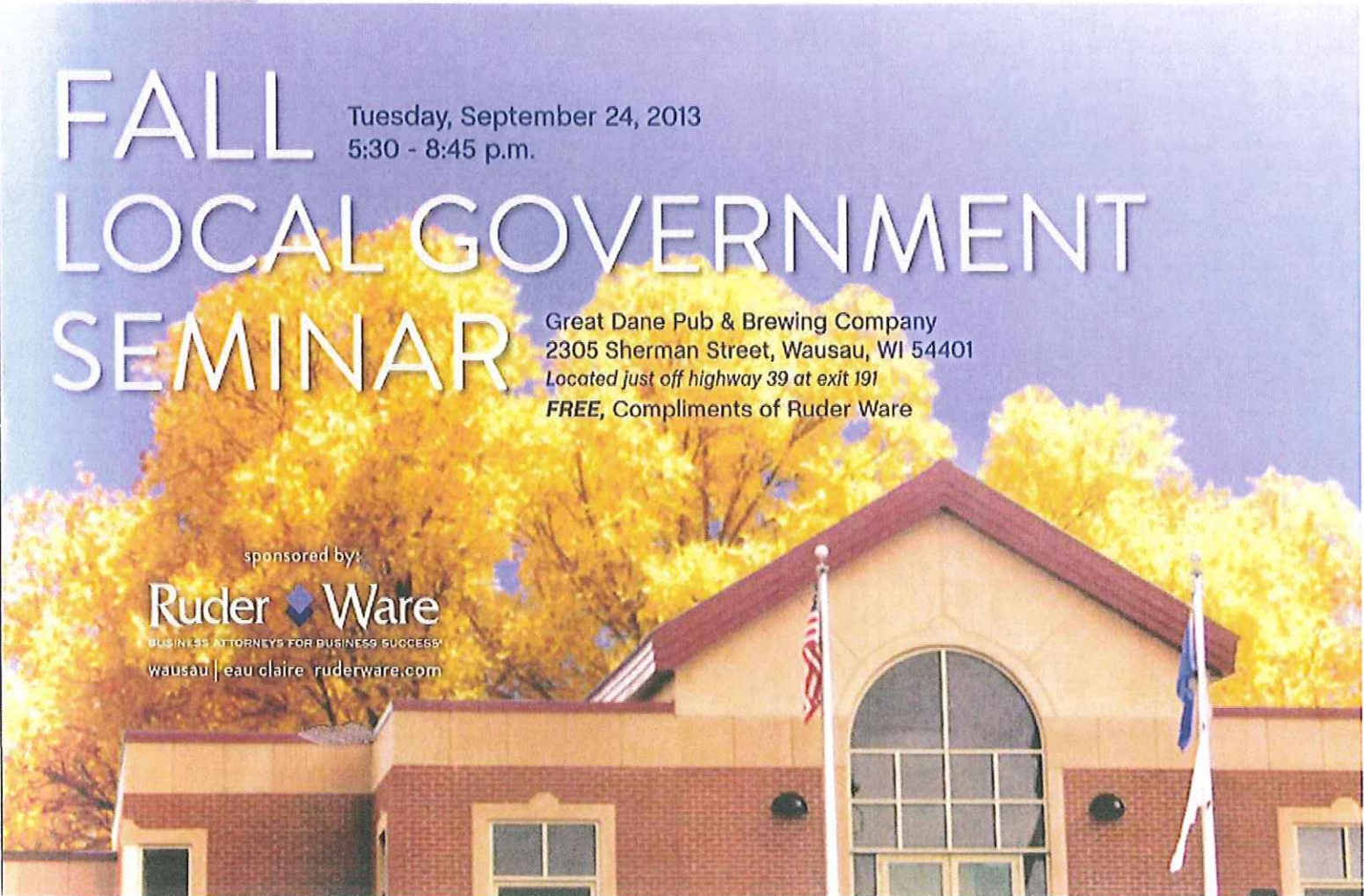
Great Dane Pub & Brewing Company
2305 Sherman Street, Wausau, WI 54401
Located just off highway 39 at exit 191
FREE, Compliments of Ruder Ware

sponsored by:

Ruder Ware

BUSINESS ATTORNEYS FOR BUSINESS SUCCESSSM

WAUSAU | EAU CLAIRE | ruderware.com



We look forward to seeing you at the Seminar!



To register, simply visit WASB.org and click on the event link. Use the QR code at right to take you directly to the event.



Registration Information –

The registration fee is \$125 (1 day) or \$195 (2 days). Registration includes all materials, continental breakfast and lunch. **The deadline to register is one week before event.** Refunds will be given for cancellations received by that time. To cancel, call toll-free 877.705.4422. Register online at WASB.org.

Locations –

Oct. 10-11, 2013
Westwood Conference Center • Wausau
1800 Westwood Center Blvd • 715.847.9200

Oct. 31-Nov. 1, 2013
Alliant Energy Center • Madison
1919 Alliant Energy Center Way • 608.267.3976

Accommodations:

Oct. 10-11 Seminar
Courtyard by Marriott • Wausau
1000 S. 22nd Avenue • 715.849.2124

Hotel Rates: All Rooms \$109.00
Cut-off Date for Hotel Rooms: Sept. 27, 2013

Oct. 31-Nov. 1 Seminar
Sheraton Madison Hotel • Madison
706 John Nolen Drive • 608.251.2300

Hotel Rates: Double and King \$109.00 / \$129.00
Cut-off Date for Hotel Rooms: Sept. 30, 2013

For all hotels, when making reservations, identify yourself as a member of the Wisconsin Association of School Boards group to get the special group rates.

Schedule At-A-Glance

Thursday, Oct. 10/Oct. 31

Track 1

- 9 am** Investigating Employee Misconduct
Bob Butler, WASB
- 10:35 am** Recent Developments in Public Expression and the Processing of Public Complaints
Tony Renning, Davis & Kuelthau, s.c.; Barry Forbes, WASB
- 12 noon** Lunch
- 1-4 pm** Board Leadership: Legal Interface of the Law and the Practical Side of Leadership
Louis J. Birchbauer, Ph.D., WASB; Dennis E. Richards, Ph.D., WASB

Track 2

- 9 am** Performance Contracting: Controlling Risk and Costs
Kyle Gulya, Steve Nelson and Don Schoenfeld, von Briesen & Roper, s.c.
- 10:35 am** Untangling the Gordian Knot: The Interplay of Old and New Board Policy, Grievance Procedures, Employee Handbooks and Individual Contracts
Mary Gerbig, Davis & Kuelthau, s.c.; Steve Zach, Boardman & Clark LLP
- 12 noon** Lunch
- 1-4 pm** The Patient Protection and Affordable Care Act (PPACA) Update
Associated Financial Group; M3 Insurance Solutions; TRICOR (Madison only); Matt Flanary, Buelow Vetter Buikema Olson & Vliet, LLC; and WASB

Friday, Oct. 11/Nov. 1

Track 1

- 9 am** New Menu Choices at the Coursework Cafeteria: Are Your Policies Up To Date?
Barry Forbes, WASB
- 10:10 am** Pupil Records: General Rules, Specific Problems, and Best Practices
Kirk Strang, Davis & Kuelthau, s.c.; Renae Aldana, Buelow Vetter Buikema Olson & Vliet, LLC
- 11:05 am** Bullying and Harassment Policies
Dan Mallin, WASB
- 12 noon** Lunch
- 1 pm** School Law Update
Steve Weld, Weld, Riley, Prens & Ricci, S.C.; Christy Brooks, von Briesen & Roper, s.c.
- 2:05 pm** Key Considerations for Administrator Contracts
Ben Richter, WASB

Track 2

- 9 am** When Extracurriculars become Extra-Complicated: Managing Costs and Legal Risks
James Korom, von Briesen & Roper, s.c.; Eileen Brownlee, Kramer & Brownlee LLC
- 10:10** Closed Sessions: Understanding the Limited Exceptions to Wisconsin's Open Meetings Law
Doug Witte, Melli Law, s.c.; Rick Versteegen, Boardman & Clark LLP
- 11:05 am** Teacher Nonrenewals in the New Era of Flexibility and Accountability
Dean Dietrich, Ruder Ware, L.L.S.C.; Mark Kapocius, Greenfield School District
- 12 noon** Lunch
- 1 pm** The Ultimate Balancing Act: Resolving Board Conflicts
Mindy Dale, Weld, Riley, Prens & Ricci, s.c.; Jim Kalny, Davis & Kuelthau, s.c.
- 2:05 pm** Rehired Annuitants, Independent Contractors and Outsourcing
Luis Arroyo, Michael Best & Friedrich LLP; Bob Butler, WASB

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This one-of-a-kind book is bloomin' with facts about Wisconsin schools.

SchoolFacts has long been the only comprehensive factbook on Wisconsin schools—and the only place you need for easy, one-stop access to a wide range of information on the state's 424 school districts.

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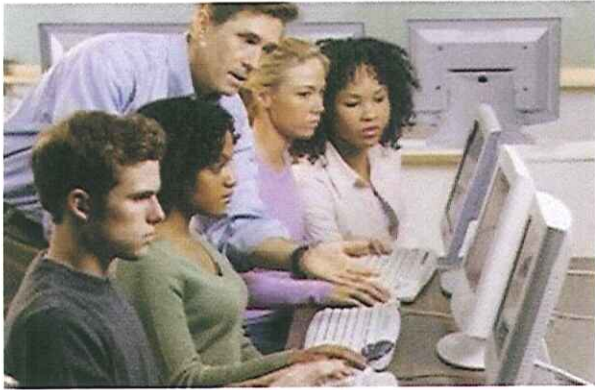
- SchoolFacts13*. Available October 2013. Preorder discounts valid before 9/15/2013
- Supplemental Conference Report for the _____ athletic conference
- Custom Report. Attach a list of ten school districts (your own plus nine others).....
- District History Report with ten years of *SchoolFacts* information prepared for the _____ school district.

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 PO BOX 139
 COLBY WI 54421-0139

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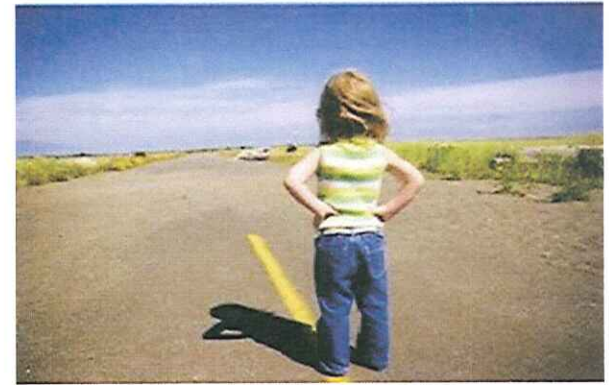
Strong Schools, Strong Communities

Rural Wisconsin is more than our state's heritage; it's home to almost 44% of the state's 860,000 public school students. Rural schools share the same responsibility to the community as their suburban counterparts—to prepare all students for a successful future in a globally competitive marketplace.

The Wisconsin Rural Schools Alliance (WiRSA) was formed to help rural school districts address the unique issues that affect rural schools as they seek to achieve the highest quality education for every student. Our members include a cross-section of educators, school board members, rural community members, business leaders and other concerned individuals who want a strong voice for rural schools. More than 100 school districts have joined the Alliance.

For more information, contact:
Jerry Fiene, WiRSA Executive Director
Phone: (715) 499-4689
Email: jerryfiene@wirsa.org

Conference Cancellation Policy: Any conference registration cancellations must be received 48 hours prior to the conference scheduled date for a full refund to be issued.



EMPOWERING RURAL SCHOOLS FOR TOMORROW

NOVEMBER 13 - 14, 2013

Stoney Creek Inn, Rothschild, WI
(see reservation information on reverse)

A conference for administrators, board members, teachers, CESA employees, higher education professionals, public library administrators, elected officials and citizens interested in rural school and community issues.

Conference Schedule

November 13 - Day 1

- 9:00 Conference Registration
- 10:00-11:30 **“2013-14 Wisconsin School Funding, Statewide Private School Voucher Program and Results of Research on the Milwaukee Parental Choice Program-Impact for Rural Schools”** Jeff Pertl, DPI Policy Analyst and Deven Carlson, University of Oklahoma
- 11:30 Lunch
- 12:30 - 2:00 **“Power of Technology in Rural Schools,”** Katie Morrow, Apple Distinguished Educator and National Presenter, O’Neill, NE. A small town teacher leading students to big things.
- 2:00 - 2:45 **“Advanced Manufacturing & Gold Collar Careers in Rural School Districts,”** Dan Conroy, VP of Human Resources & Talent Management, Nexen Group, and Andy Hennes, Manager of Staffing and Workforce Development, OEM Fabricators
- 3:00 - 4:30 **“The Future of Rural Public Schools in Wisconsin,”** Sen. Kathleen Vinehout, Alma, WI, Senate Education Committee Member
- Panel Commentary** - John Forester, SAA; Dan Rossmiller, WASB; Jerry Fiene, WiRSA
- Q & A**
- 4:30 Reception
- 5:30 Dinner
- 6:15 - 7:15 **“Happy in the Middle of Nowhere,”** Using anecdotes drawn from his books and a few he picked up while shooting the breeze down to the local feed mill, New York Times bestselling author, humorist, and rural Wisconsin resident **Michael Perry** speaks with heart about why living—and attending school—in “the middle of nowhere” is the best thing that ever happened to him.

November 14 - Day 2

- 7:30 Continental Breakfast
- 8:00 - 9:30 **“Attracting and Retaining Our High Performing Educators ”** Helen Ryley, Lead Consultant, Educational Services, Benchmark One. Tips, tools and solutions to attracting, developing and retaining peak-performing educators while effectively developing all staff in small and rural districts with limited resources and many “hats” to manage.
- 9:45 - 11:00 **“Whole Grade Sharing in Rural School Districts,”** Rick Pederson, Sumner/Fredericksburg, Iowa School Districts Superintendent. This structure is used by 70 school districts in Iowa as an alternative to consolidation.
- 11:15 - 11:45 **“WI Rural Education Center: UW Oshkosh, Rural Schools & Community Partnerships ,”** Fred Yeo, Dean of Education & Human Services, UW Oshkosh. Ways K-12 school districts and rural communities can utilize university collaborations to retain more graduates in their communities.
- 11:45 - 12:15 **“Addressing the Future Needs of Rural Schools & Communities,”** John White, U.S. Dept. of Education
- 12:15 - 1:30 Lunch
- 1:30 Keynote Speaker: **Tony Evers, Wisconsin State Superintendent of Schools (Invited)**
- WiRSA Annual Awards Presentation
- Introduction of Recently Elected Board of Directors
- 1:30 Conference Adjourns
- 1:30-2:00 WiRSA Annual Membership Business Meeting

REGISTRATION

\$75 Members

\$125 Non-Members

Participants:

Name	Position
Name	Position
Name	Position
Name	Position
Name	Position
District	
Address	City, State, ZIP
Phone	
Email Address	

Special accommodations or dietary needs

Please check one:

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Phone: 608-745-5411
or register online:
[**www.myquickreg.com**](http://www.myquickreg.com)

Why A Rural Schools Association?

- ◆ Provides a voice for rural education;
- ◆ Advocates in Madison for rural education;
- ◆ Represents rural districts at state level decision-making;
- ◆ Enhances opportunities and resources available to rural schools.

Additional Membership Benefits

- ◆ **Networking**
 - ◇ Annual statewide conference
 - ◇ Regional meetings
 - ◇ National conference
- ◆ **Information Important to Rural Schools**
 - ◇ Website updates with information important to rural schools
 - ◇ Regular E-newsletters
- ◆ **Awards**
- ◆ **Scholarships**

We want to hear from you!

For more information, visit
the web at www.wirsa.org
E-mail us at:
jerryfiene@wirsa.org

WiRSA Board Membership

The WiRSA Board consists of Administrators, School Board Members, Teachers, IHE and Public Library Representatives who are elected from the membership or appointed by the elected board.



WiRSA is an evolving organization and to thrive, it needs your involvement. Interested individuals are welcome to contact any current board member with ideas.

Executive Director

Jerry Fiene
Phone: (715) 499-4689
jerryfiene@wirsa.org

Board of Directors

Pres., Brad Saron, Superintendent, Cashton
Past Pres., Joan Wade, Agency Administrator, CESA 6
Pres.-Elect, Leah Luke, Teacher, Mauston
Sec., Diana Bohman, Board Member, Tomorrow River
Treas., Delnice Hill, Superintendent, Phelps
Tom Andres, Superintendent, Weston
Bob Beaver, Mid-State Tech. College Board
Jeremy Biehl, Agency Administrator, CESA 5
Jeff Holmes, Superintendent, Montello
Bob Houts, Superintendent, Owen-Withee
Mello Jorgensen, Business Ed. Teacher, Albany
Ken Kasinski, Agency Administrator, CESA 12
Guy Leavitt, Agency Administrator, CESA 4
Pete McConnell, Tech. Ed. Teacher, Merrill
Bob Morehead, Tech. Ed. Teacher, Chetek-Weyerhauser
Christine Reynolds, Board Member, Seneca
Ed Schmidt, Board Member, Athens
Carri Traczyk, Board Member, Chetek-Weyerhauser
Jerry Walters, Agency Administrator, CESA 11
Fred Yeo, Dean, College of Education, UW Oshkosh

Wisconsin Rural Schools Alliance

Membership Form



An organization for:

- Administrators •CESA Staff
- School Board Members •Teachers
- Higher Education Professionals
- Public Library Systems •Businesses
- Citizens •all agencies, organizations, and individuals interested in rural school issues.



Annual Membership Fees:

\$500

School Districts
CESAs
Institutions of Higher Education
Public Library Systems

\$350

Associate Membership
(Organizations, Businesses, etc.)

\$50

Individual Membership
(Parents and Community Members)

A portion of regular membership fees and 50% of associate membership fees will help to fund WiRSA student scholarships.

WiRSA Members are eligible for reduced conference fees, awards and scholarships.

Students First

Strong Schools

Strong Communities

Join Today!

Wisconsin Rural Schools Alliance (WiRSA)

Purpose:

- ◆ To work collaboratively to solve issues pertinent to rural schools and communities;
- ◆ To build a clearinghouse of research and educational best practices for rural schools;
- ◆ To advocate for rural schools and communities at the local, state, and federal level;
- ◆ To focus on children first.

Governance:

- ◆ Equal number of school board members, administrators, certified teachers and CESA representatives;
- ◆ Board membership with broad geographic representation;
- ◆ IHE, public library representation;
- ◆ Networking initiatives with rural associations in other states.

Your Membership Provides:

- ◆ Strength to the rural school voice at the capitol;
- ◆ Support for a statewide annual conference for sharing information important to rural schools;
- ◆ A network of rural schools for collaboration and cooperation;
- ◆ Scholarships for rural students.

WiRSA Membership Form

Name: _____

Position: _____

Organization: _____

Address: _____

Phone (Work): _____

Email Address: _____

Membership Category:

- School District—\$500
- CESA—\$500
- Institution of Higher Education—\$500
- Public Library Systems—\$500
- Associate—\$350
- Individual—\$50

Membership fee total: _____

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Phone: 608-745-5411

PRESS RELEASE



Where service and leadership unite.

September 11, 2013

CESA 10 Consortium prepares to apply for Race to the Top

A year ago, a consortium of 28 school districts and Cooperative Educational Service Agency 10 (CESA 10) became a finalist for the federal Race to the Top - District program. The Consortium's proposal was the only finalist from Wisconsin—and would have brought 30 million dollars to support teaching and learning in the region. The Consortium's proposal, which was ultimately ranked third in its category, scored just eight points under what was needed for funding.

For the past several months, the Consortium worked with students, parents, teachers, principals, superintendents, board members and regional and state partners to revise the proposal and prepare for the 2013 competition. Once again, the Consortium will request approximately \$30,000,000 to support teaching and learning. As with the first round, personalizing the learning process is at the center of the Consortium's proposal. In addition, integrating new technologies to engage students at higher levels, providing training and supports for teachers, and providing training and support to engage parents and families are key priorities for the Consortium.

"The input from parents, students, educators, board members and community partners has been invaluable in guiding grant decisions," said Mike Haynes, CESA 10 Agency Administrator. "Their input, along with the 110 community responses received last year and on-going discussions with community members, principals, and superintendents has fundamentally changed every service we offer at CESA 10. Their input has not only driven our grant vision but has also permanently made its way into CESA 10's long-term strategic plan."

On September 11th, the Consortium's proposal will be made available for public comment. The Race to the Top-District grant requires that each applicant provide elected officials and other stakeholders 10 days to review and make comments on the application. Our goal is to receive as much public comment as possible which will make our application stronger.

Anyone interested in providing feedback is encouraged to go to www.cesa10.org/grant or to the central office in their local school district to review the proposal. If you have any questions regarding the Consortium's proposal, please contact CESA 10 Agency Administrator Mike Haynes at 715-720-2079.

See Attached: Executive Summary and Participating Districts

Follow CESA 10 on the web:



<http://www.facebook.com/Cooperative.Educational.Service.Agency.10>

<http://www.cesa10.k12.wi.us/>

CESA 10, in collaboration with member districts, is committed to providing visionary leadership and cost-effective services to maximize learning opportunities and school effectiveness.

Executive Summary

What CESA 10 Consortium schools will look like in four years...

1. The Common Core State Standards in English Language Arts and Mathematics will be fully mapped.
2. Common assessments aligned with the Common Core State Standards will be completed.
3. A culturally responsive multi-level system of support (including Response to Intervention-RtI) will be fully implemented in all CESA 10 schools.
4. All students will have access to technology in a one to one environment.
5. A personal learning plan/academic and career plan will be implemented for all students. The plan will facilitate the personalization of the learning process for all students.
6. A robust educator evaluation system will be in place for teachers, principals and superintendents. The system will be used to facilitate continuous improvement and personalized/differentiated professional learning activities for educators.
7. Family engagement in the learning process will be dramatically increased as a result of deliberative efforts to provide parents with resources and support to assist their children.
8. Policies and procedures will be implemented that facilitate and support performance-based accountability measures for learners (advancing at their own pace) and supporting educators as they use data to inform instruction and continuous improvement.
9. Students, parents and educators will have access to an interoperable data system which includes access to a student information system (student demographics, grades and attendance), a learner management system (coursework, materials and personal learning plans) and parent/family or educator resources. The proposal includes mechanisms to teach students, parents and educators to utilize these systems to positively affect the personalization of every child's learning.
10. The structures and practices above, coupled with a conspicuous attention to learner-centered instruction and assessment will result in dramatic increases in student achievement, including closing gaps that exist between sub-groups.

Participating Districts

Cooperative Educational Service Agency 10
Abbotsford School District
Altoona School District
Augusta School District
Bloomer School District
Bruce School District
Cadott School District
Chippewa Falls School District
Colby School District
Cornell School District
Eleva-Strum School District
Fall Creek School District
Flambeau School District
Gilman School District

Gilmanton School District
Granton School District
Greenwood School District
Ladysmith School District
Lake Holcombe School District
Loyal School District
Medford School District
Mondovi School District
Neillsville School District
New Auburn School District
Osseo-Fairchild School District
Owen-Withee School District
Spencer School District
Stanley-Boyd School District
Thorp School District



Kolden, Steven <skolden@colby.k12.wi.us>

Public Comment Period

1 message

Michael Haynes <mhaynes@cesa10.k12.wi.us>

Wed, Sep 11, 2013 at 1:29 PM

To: Bill Perry <perrybil@augusta.k12.wi.us>, Bill Tourdot <btourdot@ofsd.k12.wi.us>, Bob Houts <bhouts@owen-withee.k12.wi.us>, Brad Saron <saronbg@chipfalls.k12.wi.us>, Brian Henning <bhenning@newauburn.k12.wi.us>, Cale Jackson <calejackson@loyal.k12.wi.us>, Charles Buckel <buckelc@granton.k12.wi.us>, Cheryl Gullicksrud <cgullicksrud@mondovi.k12.wi.us>, Connie Biedron <cbiedron@altoona.k12.wi.us>, Craig Semingson <semingsc@esschools.k12.wi.us>, Glen Denk <gdenk@ghs.k12.wi.us>, James Montgomery <jmontgomery@thorp.k12.wi.us>, Jennifer Vogler <jevogler@greenwood.k12.wi.us>, Jim Jones <jjones@stanleyboyd.k12.wi.us>, Joe Sanfelippo <joesanfelippo@fallcreek.k12.wi.us>, Joe Zydowsky <zydowskyj@cadott.k12.wi.us>, John Gaier <jgaier@neillsville.k12.wi.us>, Joni Weinert <jweinert@bruce.k12.wi.us>, Kurt Lindau <klindau@sdlwi.org>, Mark Heyerdahl <mheyerdahl@gilman.k12.wi.us>, Mary Ann Hardebeck <mhardebeck@ecasd.k12.wi.us>, Mary Randall <mary.randall@bloomer.k12.wi.us>, Matt Spets <mspets@flambeau.k12.wi.us>, Mike Endreas <mendreas@spencer.k12.wi.us>, Patrick Sullivan <sullipa@medford.k12.wi.us>, Paul Schley <pmschley@cornell.k12.wi.us>, Reed Welsh <rwelsh@abbotsford.k12.wi.us>, Steve Kolden <skolden@colby.k12.wi.us>, Tom Goulet <tgoulet@lakeholcombe.k12.wi.us>

Good Afternoon,

I am writing to provide an update. The RTTT proposal is posted online at www.cesa10.org/grant. Elected officials have been asked to provide comment (see attached). As we did last year, on the letter we indicated that they could also stop in each district's central office if they would like to see the proposal in hard copy. I don't envision that happening very frequently, however in the event it does wanted to be sure you were aware.

Please let me know if you have questions or feedback. Thanks for your help!

Mike



Where service and leadership unite.

Follow CESA 10 on Facebook @ <http://www.facebook.com/Cooperative.Educational.Service.Agency.10>



2013-Elected Officials Invitation for Public Comment.docx
3750K

On the heels of the 2013-15 state budget, this year's WASB Legislative Advocacy Conference examines the changing environment for public education, with a focus on increasing competition for students and funding, and new strategies to engage parents, community members, and legislators. The day concludes with insights on the latest education reform initiatives from the chairs of the Legislature's education committee.

Learn from your colleagues about how boards and districts are engaging their communities and legislators, and become a more effective advocate for your schools.

Schedule At-A-Glance

Saturday – November 9, 2013



- 7:45 am Registration**
- 8:25 am Welcome**
- *Nancy Thompson WASB President*
- 8:30 am Statewide Vouchers and Regional Independent Charters: What Lies Ahead? (And what are the funding implications for public schools?)**
- *Mike Ford, Professor, UW-Oshkosh Governmental Affairs*
 - *Jeff Pertl, Senior Policy Advisor & Federal Funds Trustee, Department of Public Instruction*
- 9:30 am Roundtable Discussion**
- 9:45 am Break**
- 10:00 am Meeting the Challenge of a New Competitive Environment - New Perspectives on Community Engagement**
- *Jeff Pertl, Senior Policy Advisor & Federal Funds Trustee, Department of Public Instruction*
 - *Melissa Badger, Communications Coordinator, School District of Beloit*
 - *Steve McNeal, District Administrator, School District of Beloit*
 - *Mike Blecha, School Board Member, Green Bay Area School District*
- 11:15 am Facilitated Roundtable Discussion (Using "Telling Your Story")**
- 11:45 am Lunch/Legislative Update**
- 1:00 pm Sharpening Your District's Legislative Advocacy**
- *Dan Rossmiller & Joe Quick, WASB Government Relations*
 - *Doug Mering, Baraboo School Board*
 - *Carol Craig, Eau Claire Area School Board*
 - *Christine Panka, Prairie du Chien School Board*
- 2:00 pm Key Legislators—Chairs of the Education Committees**
- 3:00 pm Adjourn**

Registration Information

The registration fee is \$125 per participant, which includes the program, materials, continental breakfast and lunch.

Deadline for registration:
Friday, November 1, 2013

No refunds will be given unless cancellation is received at the WASB Madison office by that date. To cancel, please call 608-257-2622 or toll-free 877-705-4422.

Location

Holiday Inn Hotel & Convention Center
1001 Amber Avenue
Stevens Point, WI 54482

Hotel Rate:
Single: \$70/Double: \$99

Call 715.344.0200 and mention the **WASB Legislative Advocacy Conference** to receive the conference rate (Group Code WZ7).

To reserve your room online:
Website: <http://www.holidayinn.com/stevenspointwi> (Group Code WZ7)

Cut-off Date for Hotel Rooms:
Wednesday, October 16, 2013

For directions, visit www.wasb.org.



REGULAR MEETING MINUTES
BOARD OF EDUCATION – SCHOOL DISTRICT OF COLBY
MONDAY, AUGUST 19, 2013
COLBY DISTRICT/EDUCATION CENTER

The Regular School Board Meeting on August 19, 2013 was called to order at 7:31 p.m. at the Colby District Education Center by Board President, William Tesmer. Members present were, William Tesmer, Eric Elmhorst, Donna Krueger, Todd Schmidt, Lavinia Bonacker, Cheryl Ploeckelman, and Seth Pinter. Also present were Superintendent Steven Kolden and Kristen Seifert.

The meeting notice was posted according to the requirements of the open meeting law.

Public participation: Paul Hart, WASB consultant updated the Board on the WASB proposal for strategic planning.

Mr. Kolden updated the Board on the WASB membership renewal; the staff inservice is August 26 and 27; USDA All Foods Interim Final Rule; the CESA 10 press release regarding applying for the RTT Grant and are anticipating requesting a \$25 million dollar grant; WASB nomination for Board of Directors; 2013 Fall WASB Regional Meeting is October 30.

Motion by Mr. Elmhorst, seconded by Mrs. Ploeckelman to approve the Consent Agenda as presented with the addition of Neilaine Becker and Aime Long:

- Minutes from the July 21, 2013 Regular Board Meeting.
- Out-of-state travel request for the Cross Country team to Roy Griak Invitational – St. Paul, MN.
- Resignation of Angela Harrell, Kindergarten Teacher
- Resignation of Julie Kneifl, Food Service
- Hire of Angela Harrell, Kindergarten Teacher
- Hire of Wendy Cihlar, Freshman Volleyball Coach
- Hire of Tara Slack, 7th Grade Teacher
- Hire of Daniella Schauer, Cook
- Hire of Janelle Rucker, 4K/EC Special Education Teacher
- Hire of Buffy Thums, Kindergarten Teacher (One Year Contract)
- Hire of Neilaine Becker, 4th Grade Teacher
- Hire of Aime Long, Assistant FFA Advisor

Roll call vote – Motion carried 6-0-1. Yes-Mr. Schmidt, Mr. Tesmer, Mrs. Bonacker, Mr. Elmhorst, Mrs. Krueger, Mr. Pinter; No-None; Abstain-Mrs. Ploeckelman.

Motion by Mrs. Krueger, seconded by Mr. Pinter to approve the receipts and invoices as presented. Voice vote – motion carried.

Financial Report

TOTAL REVENUE – JULY		\$ 338,356.77
NICOLET NATIONAL BANK-		
BANK WIRES - FEDERAL w/SS	1567-1579	\$ 136,204.90
FORWARD FINANCIAL BANK-		
MANUAL CHECK	127	\$ 84,155.79
REGULAR CHECKS	30272-30286	\$ 8,643.12
DIRECT DEPOSITS	9050601-9051127	\$ 257,847.95
ADVANTAGE BANK-		
REGULAR CHECKS	64988-65187	\$ 431,691.50
TOTAL CHECKS TO BE APPROVED		\$ 918,543.26

Mrs. Ploeckelman reported on the WASB Educator Effectiveness Seminar and reviewed the new teacher evaluation process.

Mr. Kolden informed the Board that the auditors will be here for 3 days next week. Unaudited figures show we will be under budget for 2012-13.

Mr. Kolden reviewed a 2013-14 preliminary Budget and recommended the Financial Affairs Committee meet before the September Board meeting.

Motion by Mr. Elmhurst, seconded by Mrs. Krueger to approve the milk bid from Dean Foods for 2013-14. Voice vote – motion carried.

Motion by Mr. Schmidt, seconded by Mrs. Krueger to approve the CEA Master Agreement as presented. Roll call vote – Motion carried 6-0-1. Yes-Mr. Schmidt, Mr. Tesmer, Mrs. Bonacker, Mr. Elmhurst, Mrs. Krueger, Mr. Pinter; No-None; Abstain-Mrs. Ploeckelman.

Motion by Mrs. Ploeckelman, seconded by Mrs. Krueger to approve the second reading of Policy #323.2 as presented. Voice vote - motion carried.

Motion by Mr. Pinter, seconded by Mr. Schmidt to approve to renew the listing contract with Caldwell Banker and Mike Krohn through July 31, 2014. Voice vote – motion carried.

Motion by Mr. Elmhurst, seconded by Mrs. Krueger to approve establishing a contract for Strategic Planning Facilitation with WASB for a cost not to exceed \$9,200. Roll call vote – Motion carried 7-0. Yes-Mr. Schmidt, Mr. Tesmer, Mrs. Bonacker, Mr. Elmhurst, Mrs. Krueger, Mr. Pinter, Mrs. Ploeckelman; No-None.

Motion by Mr. Pinter, seconded by Mrs. Krueger, to convene in closed session per Wisconsin Statutes 19.85 (1) c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Director of Special Education Contract; Superintendent Evaluation. Roll call vote – Motion carried 7-0. Yes-Mrs. Krueger, Mr. Pinter, Mrs. Ploeckelman, Mr. Schmidt, Mrs. Bonacker, Mr. Elmhurst, Mr. Tesmer; No-None; Abstain-None.

Motion by Mrs. Krueger, seconded by Mrs. Ploeckelman, to move from closed session and to reconvene in open session as previously announced. Voice vote - motion carried.

Motion by Mrs. Ploeckelman, seconded by Mrs. Krueger to approve the revision to the Director of Special Education's contract for the first semester of the 2013-14 school year. Roll call vote – Motion carried 7-0. Yes-Mr. Schmidt, Mr. Tesmer, Mrs. Bonacker, Mr. Elmhurst, Mrs. Krueger, Mr. Pinter, Mrs. Ploeckelman; No-None.

Scheduled Board of Education Meetings:

Policy and Curriculum Committee Meeting – September 9, 2013 – 7:00 PM CDEC

Financial Affairs Committee Meeting – September 11, 2013 – 5:30 PM CDEC

Financial Affairs Committee Meeting – September 16, 2013 – 7:00 PM CDEC

Regular Board of Education Meeting – September 16, 2013 – 7:30 PM CDEC

Motion by Mr. Pinter, seconded by Mr. Elmhurst, to adjourn the meeting. Voice vote - motion carried. Meeting adjourned.

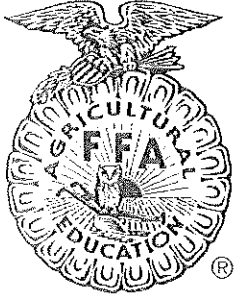
Respectfully Submitted:

Todd Schmidt, Clerk

Kristen Seifert, Reporting Secretary

Colby High School FFA

Colby High School • 705 North Second Street • Colby, Wisconsin 54421



Cody Meyer
President

Jennifer Socha
Vice President

Brandi Zawislan
Secretary

Bradley Kolzow
Treasurer

Casey Krueger
Reporter

Trevor Meyer
Parliamentarian

Chelsea Stuttgart
Historian

Nick Lueddecke
Sentinel

Melissa Ploeckelman
Advisor

Aime Long
Advisor

August 26, 2013

Dear Dr. Kolden and Members of the School Board,

I am writing to request permission for 6 FFA members, to attend the National FFA Convention in Louisville, Kentucky October 28-November 2. The 85rd National FFA Convention is filled with many educational opportunities for our members. Attendance at this convention is recommended by the Department of Public Instruction.

The Colby FFA members will be traveling to the National FFA Convention in a coach bus with the Spencer, Stratford, Gilman and Marathon Chapters. We will have to meet at the progressive bus garage early in the morning on the 28th and returning to the same spot on the November 2nd.

While at the convention our members will have the opportunity to meet with other FFA members from across the United States, attend the career show with hundreds of representatives from colleges, universities and businesses from all facets of industry and will be able to hear from some of the best motivational speakers in the country.

Again, I am asking for permission to share this wonderful opportunity with these outstanding FFA members out of state. The skills gained, knowledge acquired and enthusiasm brought back will have a positive impact on all of us. Please consider this request. If you have any questions, comments or concerns regarding this matter, please feel free to contact me.

Sincerely,

Melissa Ploeckelman

Colby Agriculture Education Instructor
FFA Advisor

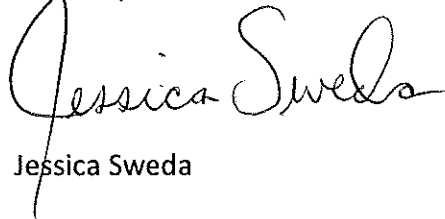
405 N. 7th St.
Colby, WI 54421
August 29, 2013

Mr. James Hagen
Colby Middle School
703 N. 2nd St.
Colby, WI 54421

Dear Mr. Hagen and Colby School Board Members:

After much deliberation, I have decided to resign from my position as Water Ballet Advisor beginning this upcoming 2013-14 school year. I have greatly enjoyed working with all the swimmers throughout the many years I have been involved with Water Ballet. However, with my busy fall schedule it has always been a challenge to take on another extracurricular activity over the winter and early spring months as well. I feel this is the best decision for me at this point as it will allow me to devote more time to professional development, creation of more instructional activities for my classroom, and other activities in which I enjoy being involved.

Sincerely,

A handwritten signature in cursive script that reads "Jessica Sweda". The signature is written in black ink and is positioned above the printed name.

Jessica Sweda

**FINANCIAL REPORT
BOARD OF EDUCATION MEETING
September 16, 2013**

TOTAL REVENUE -
August \$ 1,164,816.48

NICOLET NATIONAL BANK-
BANK WIRES - FEDERAL w/SS 1580-1593 \$ 138,302.49

FORWARD FINANCIAL BANK-
MANUAL CHECK 128-130 \$ 10,093.68
REGULAR CHECKS 30287-30306 \$ 15,384.50
DIRECT DEPOSITS 9050904-9050978 \$ 71,119.47
9051128-9051170 \$ 33,134.87
9051171-9051281 \$ 100,594.79

ADVANTAGE BANK-
REGULAR CHECKS 65188-65212 \$ 66,822.26
65213-65226 \$ 4,141.12
65227-65241 \$ 22,381.51
65242-65244 \$ 1,840.14
65245-65248 \$ 576.95
65249-65263 \$ 895.20
65264-65318 \$ 62,696.85

TOTAL CHECKS TO BE APPROVED \$ 527,983.83

CHECKS PROCESSED - NICOLET NATIONAL BANK/FORWARD FINANCIAL BANK

1580	Employee Benefits Corp - Flex	296.00	08/09/13 Payroll
1581	Nicolet National Bank (FED/FICA Withheld)	39,715.25	08/09/13 Payroll
1582	WEA Trust Advantage	109.58	08/09/13 Payroll
1583	WEA Trust Advantage	1,538.56	08/09/13 Payroll
1584	WI Dept. of Revenue (State Tax Withheld)	8,202.26	08/09/13 Payroll
1585	Employee Benefits Corp - Flex	296.00	08/23/13 Payroll
1586	Nicolet National Bank (FED/FICA Withheld)	41,267.16	08/23/13 Payroll
1587	WEA Trust Advantage	1,683.50	08/23/13 Payroll
1588	WI Dept. of Revenue (State Tax Withheld)	8,730.26	08/23/13 Payroll
1589	Employee Benefits Corp	544.50	Admin. Fees
1590	Employee Benefits Corp - HRA	7,054.45	HRA Deductibles
1591	Employee Benefits Corp - HRA	282.62	HRA Deductibles
1592	Employee Benefits Corp - HRA	20,056.02	HRA Deductibles
1593	Employee Benefits Corp - HRA	8,526.33	HRA Deductibles
128	IDEA Foundation of Colby, Inc.	-	TEA Summer Payroll
129	Illinois State Disbursement Unit	-	TEA Summer Payroll
130	WI Retirement System	10,093.68	July Contributions
30287-30290	PAYROLL REGULAR CHECKS	1,616.41	08/09/13 Payroll
30291	Great West	1,677.30	August Contributions
30292	Illinois State Disbursement Unit	279.15	Personal Deduction
30293-30302	PAYROLL REGULAR CHECKS	8,081.58	08/23/13 Payroll
30303	Colby Public School Pension Plan	1,424.86	August Contributions
30304	Great West	1,946.05	August Contributions
30305	IDEA Foundation of Colby, Inc.	80.00	August Contributions
30306	Illinois State Disbursement Unit	279.15	Personal Deduction
9050904-9050978	08/09/13 TEA Summer Checks	71,119.47	
9051128-9051170	PAYROLL DIRECT DEPOSIT	33,134.87	08/09/13 Payroll
9051171-9051281	PAYROLL DIRECT DEPOSIT	100,594.79	08/23/13 Payroll
Total		368,629.80	

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
REVENUE	AUGUST 2013 CASH	2013-2014	08/30/2013	Batch Entry	Batch

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADD'T'L DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
BNK2	1		School District of Abbotsford	OE Student	10 A 000 000 713200 000	953045	08/05/13	0.00	12,670.00
BNK2	2		School District of Abbotsford	NTC Mfg Class	10 A 000 000 713200 000	953045	08/05/13	0.00	2,040.17
BNK2	3		School District of Abbotsford	OE student	27 A 000 000 713200 000	953045	08/05/13	0.00	12,500.00
BNK2	4	A. Harrell		Late resignation	10 R 800 299 500000 000	953046	08/06/13	0.00	500.00
BNK2	5	WI DPI		Preschool FT 4th qu	27 A 000 000 715420 000	953047	08/12/13	0.00	484.70
BNK2	6	WI DPI		RLIS Title VI 12-13	10 A 000 000 715600 000	953048	08/19/13	0.00	3,323.18
BNK2	7	WI DPI		Title 1A C4th quart	10 A 000 000 715600 000	953049	08/19/13	0.00	5,047.30
BNK5	8	Students		finer	10 R 800 297 500000 000	953050	08/14/13	0.00	32.00
BNK5	9	Students		Swimming Lessons	80 R 800 271 300000 000	953051	08/02/13	0.00	35.00
BNK5	10	Students		Lap Swim	80 R 800 271 300000 000	953052	08/05/13	0.00	14.00
BNK5	11	Students		Rec. Swim	80 R 800 271 300000 000	953053	08/02/13	0.00	241.45
BNK2	12	Indianhead		May Meals	50 A 000 000 713200 000	953054	08/15/13	0.00	562.75
BNK2	13	Indianhead		May Meals / Lunch	50 A 000 000 713200 000	953054	08/15/13	0.00	2,180.80
BNK2	14	City of Colby		Mobile Home taxes	10 R 800 213 500000 000	953055	08/15/13	0.00	299.31
BNK2	15	M. Kutzke		Sept Health Insuran	10 L 000 000 811631 000	953056	08/15/13	0.00	155.69
BNK2	16	CESA 10		Title 3A 4th quarte	10 A 000 000 715420 000	953058	08/30/13	0.00	2,614.67
BNK2	17	CESA 10		TITLE 2A 4TH QUARTE	10 A 000 000 715420 000	953059	08/20/13	0.00	50,886.01
BNK2	18	GEMINI CARES		RENT	10 R 900 293 500000 000	953060	08/01/13	0.00	350.00
BNK2	19	CESA 10		REIMBURSEMENT OF FO	10 E 800 415 221300 000	953061	08/20/13	0.00	30.74
BNK2	20	CESA 10		REIMBURSEMENT OF FO	10 E 800 411 232100 000	953061	08/20/13	0.00	151.29
BNK2	21	CESA 10		REIMBURSEMENT /FOOD	10 L 000 000 811200 000	953061	08/20/13	0.00	574.23
BNK2	22	L. Fildes		Insurance Premium/S	10 E 800 241 291000 000	953062	08/26/13	0.00	1,050.52
BNK2	23	CLARK COUNTY		12-13 TAX SETTLEMEN	10 A 000 000 713113 000	953063	08/16/13	0.00	505,854.72
BNK5	24	STUDENTS		TRACTOR SAFETY	10 R 800 292 131000 000	953064	08/16/13	0.00	360.00
BNK2	25	WI DPI		TITLE 1 4TH QUARTER	10 A 000 000 715600 000	953065	08/26/13	0.00	115,472.52
BNK2	26	WI DPI DUPLICATE PAYMENT		TITLE 6 RURAL LOW I	10 R 800 730 500000 368	953066	08/26/13	0.00	3,323.18
BNK2	27	CLINTONVILLE SCHOOL DISTRICT		SWIM MEET	10 R 800 271 162000 000	953067	08/27/13	0.00	125.00
BNK2	28	CLARK CO		RENT - NEILLSVILLE	10 R 900 293 500000 000	953068	08/27/13	0.00	1,050.00
BNK5	29	STUDENTS		ATHLETIC FEES - SWI	10 R 800 292 162000 000	953069	08/26/13	0.00	450.00
BNK5	30	STUDENTS		ATHLETIC FEES - VB	10 R 800 292 162000 000	953070	08/26/13	0.00	1,270.00
BNK2	31	WESTERN WI CARES		RENT - NEILLSVILLE	10 R 900 293 500000 000	953071	08/29/13	0.00	3,581.00
BNK0	32	ADVANTAGE COMMUNITY BANK		INTEREST AUGUST 201	10 R 800 280 500000 000	953072	08/30/13	0.00	25.55

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
REVENUE	AUGUST 2013 CASH	2013-2014	08/30/2013	Batch Entry	Batch

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT	
. . . CONTINUED										
BNK5	33		STUDENTS	TRACTOR SAFETY	10 R 800 292 131000 000	953073	08/28/13	0.00	20.00	
BNK5	34		STUDENTS	ATHLETIC FEES - CRO	10 R 800 292 162000 000	953074	08/28/13	0.00	810.00	
BNK5	35		STUDENTS	MS SWIM FEES	10 R 800 292 162000 000	953075	08/28/13	0.00	810.00	
BNK5	36		STUDENTS	MS FOOTBALL FEES	10 R 800 292 162000 000	953076	08/28/13	0.00	780.00	
BNK5	37		STUDENTS	HS FOOTBALL FEES	10 R 800 292 162000 000	953077	08/28/13	0.00	2,250.00	
BNK5	38		STUDENTS	MS CROSS COUNTRY FE	10 R 800 292 162000 000	953078	08/28/13	0.00	500.00	
BNK5	39	NICOLET NATIONAL BANK		INTEREST AUGUST 201	10 R 800 280 500000 000	953079	08/30/13	0.00	2.17	
BNK3	40	NICOLET NATIONAL BANK		INTEREST AUGUST 201	39 R 800 280 281000 000	953080	08/30/13	0.00	7.01	
BNK2	41	MARATHON COUNTY		TAX SETTLEMENT	10 A 000 000 713113 000	953081	08/20/13	0.00	431,820.66	
BNK2	42	NICOLET NATIONAL BANK		INTEREST AUGUST	10 R 800 280 500000 000	953082	08/30/13	0.00	557.73	
BN72	43	NICOLET NATIONAL BANK		INTEREST JULY AND A	72 R 800 280 420000 000	953083	08/30/13	0.00	3.13	
43 LINE ENTRIES FOR BATCH NUMBER REVENUE								TOTALS FOR BATCH	0.00	1,164,816.48
								BATCH TOTAL DIFFERENCE	0.00	-1,164,816.48
43 LINE ENTRIES FOR 1 BATCH								GRAND TOTALS	0.00	1,164,816.48
								GRAND TOTAL DIFFERENCE	0.00	-1,164,816.48

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
65188	ALL AMERICAN SPORTS CORP. 10 E 800 420 162210 000	08/21/2013	95895756	FB HELMET GENERAL FUND/FOOTBALL/APPAREL	0	269.02 269.02	269.02
65189	APPLE INC 10 E 800 440 124000 000	08/21/2013	4249555922	APPLE TV GENERAL FUND/MATHEMATICS/NON-CAPITAL EQUIPMENT	1011314016	99.00 99.00	99.00
65190	BADGER SPORTING GOODS CO, INC. 10 E 800 411 162210 000 10 E 800 415 162210 000 10 E 800 440 162210 000 10 E 800 420 162210 000	08/21/2013	87028	GAME JERSEYS, PRACTICE JERSEYS, PRACTICE PANTS, TRAVEL BAGS, GIRLDES, KNEE PADS, THIGH PADS, MOUTHGUARDS, FOOTBALLS, GAME PANTS, GATORADE PACKAGE GENERAL FUND/FOOTBALL/GENERAL SUPPLIES GENERAL FUND/FOOTBALL/FOOD GENERAL FUND/FOOTBALL/NON-CAPITAL EQUIPMENT GENERAL FUND/FOOTBALL/APPAREL	5021314022	3,252.39 531.03 201.19 154.42 2,365.75	3,252.39
65191	CESA #10 10 E 800 386 221200 000 10 E 800 386 221300 000 10 E 800 386 222300 000 10 E 800 386 223710 000 10 E 800 386 253300 000 10 E 800 386 258100 000 10 E 800 386 258300 000 10 E 800 386 262100 000 10 E 800 386 266000 000 10 E 800 386 292000 000 10 E 800 386 221300 365 10 E 100 386 110000 000 27 E 800 386 218100 019 27 E 800 386 436610 019 27 E 800 386 218200 019	08/21/2013	1074	SERVICE BILLING #1 GENERAL FUND/CURRICULUM DEVELOPMENT/PAYMENT TO CESA GENERAL FUND/INST. STAFF SERV. - TRAINING/PAYMENT TO CE GENERAL FUND/A.V. MEDIA TECH, MATH, SCIENCE/PAYMENT TO CE GENERAL FUND/VOCATIONAL ED. ADMINISTRATION/PAYMENT TO C GENERAL FUND/OPERATION OF BUILDINGS/PAYMENT TO CESA GENERAL FUND/ANCILLARY SUPPORT-INTERNAL SER/PAYMENT TO GENERAL FUND/DELIVERY SERVICE-CESA/PAYMENT TO CESA GENERAL FUND/DIRECTION OF SYSTEMOLOGY/PAYMENT TO CESA GENERAL FUND/TECHNOLOGY COORD/PROJECTS/PAYMENT TO CESA GENERAL FUND/CESA GEN. ADMINISTRATION/PAYMENT TO CESA GENERAL FUND/INST. STAFF SERV. - TRAINING/PAYMENT TO CE GENERAL FUND/ELEMENTARY CURRICULUM/PAYMENT TO CESA SPECIAL EDUC./OCCUPATIONAL THERAPY/PAYMENT TO CESA SPECIAL EDUC./CESA HEARING SERV./PAYMENT TO CESA SPECIAL EDUC./PHYSICAL THERAPY/PAYMENT TO CESA	0	41,489.40 2,564.40 2,617.50 1,114.50 895.80 3,309.90 264.00 390.00 1,290.00 3,528.00 658.80 210.00 360.00 16,888.50 1,896.30 5,501.70	41,489.40
65192	CESA #10 10 E 400 342 221300 000	08/21/2013	1167	NGSS CONFERENCE/M SIERACKI GENERAL FUND/INST. STAFF SERV. - TRAINING/EMPLOYEE TRAV	0	60.00 60.00	60.00
65193	CESA #10 10 E 800 386 221300 000	08/21/2013	1186	EDUCATOR EFFECTIVENESS SYSTEM SUPPORT 13-14 L MASLOWSKI GENERAL FUND/INST. STAFF SERV. - TRAINING/PAYMENT TO CE	0	2,458.00 2,458.00	2,458.00
65194	COLORADO TIME SYSTEMS LLC	08/21/2013	144486	CABLE - INFINITY	8001314015	84.00	84.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				START SIGNAL 25ft			
10 E 800 411 162124 000				GENERAL FUND/GIRLS SWIMMING/GENERAL SUPPLIES		84.00	
65195	COMPVIEW	08/21/2013	0212809-IN	TV CART, MOUNT, SURGE PROTECTOR	1011314007	531.00	531.00
10 E 800 551 124000 000				GENERAL FUND/MATHEMATICS/EQUIPMENT ADDITION		531.00	
65196	THE DIRKS GROUP, LLC	08/21/2013	DG16729	REMOTE SUPPORT	0	49.50	49.50
10 E 800 310 266000 000				GENERAL FUND/TECHNOLOGY COORD/PROJECTS/PERSONAL SERVICE		49.50	
65197	FRONTIER	08/21/2013	8/16/13-9/15/13	CD/EC	0	134.61	134.61
10 E 800 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		134.61	
65198	GLINSKI, MATTHEW	08/21/2013	6 HRS LAWN MOWING	NEILLSVILLE	0	78.00	78.00
10 E 900 320 254200 000				GENERAL FUND/MAINTENANCE-SITES/PROPERTY SERVICE		78.00	
65199	INDIANHEAD COMMUNITY ACTION AG	08/21/2013	JUNE 2013	2 HEADSTART TEACHERS	0	871.47	6,737.27
10 L 000 000 811200 000				GENERAL FUND/A/P ACCRUAL		871.47	
			MAY 2013	2 HEADSTART TEACHERS	0	5,865.80	
10 L 000 000 811200 000				GENERAL FUND/A/P ACCRUAL		5,865.80	
65200	JACK RIPPER & ASSOCIATES	08/21/2013	0013877-IN	MACTAC CHOCOLATE BROWN VINYL	5021314087	106.46	106.46
10 E 400 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		106.46	
65201	JOHNSON BLOCK & COMPANY INC	08/21/2013	409008	PROFESSIONAL SERVICES RE: YEAR END ACCRUALS & PAYROLL TAXES	0	55.00	55.00
10 E 800 310 252000 000				GENERAL FUND/FISCAL/PERSONAL SERVICES		55.00	
65202	JUNIOR LIBRARY GUILD	08/21/2013	196479	HIGH SCHOOL SUBSCRIPTIONS	0	1,503.00	1,503.00
10 E 400 432 222200 000				GENERAL FUND/LMC - INST SERVICE/LIBRARY BOOKS		1,503.00	
65203	JUNIOR LIBRARY GUILD	08/21/2013	196632	MIDDLE SCHOOL SUBSCRIPTIONS	0	2,031.00	2,031.00
10 E 200 432 222200 000				GENERAL FUND/LMC - INST SERVICE/LIBRARY BOOKS		2,031.00	
65204	ODYSSEYWARE	08/21/2013	30005827	RENEWAL (5) ONLINE ACCOUNT #30001844	0	4,650.00	4,650.00
10 E 800 358 120000 000				GENERAL FUND/REGULAR CURRICULUM/ON-LINE COMMUNICATIONS		1,860.00	
10 E 200 358 120000 000				GENERAL FUND/REGULAR CURRICULUM/ON-LINE COMMUNICATIONS		930.00	
27 E 400 358 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/ON-LINE COMM		1,860.00	
65205	PENN TOOL CO.	08/21/2013	301153	SQ TOOL BITS,	5021314064	207.35	207.35

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SPOTTING DRILLS, PUNCH SET, GUN TAP, CARBIDE INSERT			
10 E 400 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		115.16	
10 E 400 440 136000 000				GENERAL FUND/TECH ED/NON-CAPITAL EQUIPMENT		92.19	
65206	PRIMETIME EVENT & RACE MANAGEM	08/21/2013	QUOTE #1434	1/2 DOWN CROSS COUNTRY CHIP TIMING	0	425.00	425.00
10 E 800 310 162308 000				GENERAL FUND/BOYS/GIRLS XC/PERSONAL SERVICES		425.00	
65207	SCHOOL SPECIALTY	08/21/2013	208110679189	MUSIC BAND KIT	7001314016	65.57	1,088.77
27 E 050 411 152000 341				SPECIAL EDUC./EARLY CHILDHOOD/GENERAL SUPPLIES		65.57	
			208110874095	ACRYLIC PAINT	5021314029	4.07	
10 E 200 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		4.07	
			208110904374	PAINT ACRYLIC LIQUITEX BASIC CLASSROOM SETS	5021314029	220.76	
10 E 200 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		220.76	
			208111032774	PENCILS, TAPE, MARKERS, ERASERS, TEMPLATES, PENCIL SHARPENER	5021314030	336.54	
10 E 400 440 121000 000				GENERAL FUND/ART/NON-CAPITAL EQUIPMENT		147.67	
10 E 400 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		188.87	
			208111032775	PRANG PENCIL COLOR SET	5021314030	47.99	
10 E 400 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		47.99	
			308101714808	GLITTER, DUCT TAPE, RACK, SEQUENCING SET, PENCILS, MAGNETS, WHISPERPHONES, SPONGES, BOOKS, PENCIL GRIPS, PUZZLES	4001314045	413.84	
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		0.00	
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		205.23	
10 E 100 440 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/NON-CAPITAL EQUIPMEN		184.14	
10 E 100 439 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/OTHER MEDIA		24.47	
65208	SHOPKO	08/21/2013	6171	MISC TITLE I SUPPLIES/MATERIALS	3001314014	228.91	228.91
10 E 100 411 122000 141				GENERAL FUND/ENGLISH/GENERAL SUPPLIES		228.91	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
65209	SUBSCRIPTION SERVICES OF AMERI	08/21/2013	3125137	MIKE SIERACKI	1011314004	88.84	88.84
				CLASSROOM			
				MAGAZINES			
10 E 400 434 126000 000			GENERAL FUND/SCIENCE/PERIODICALS			88.84	
65210	TUMARX PRINTING INC.	08/21/2013	25047	FB Play Cards	5021314024	35.00	35.00
10 E 800 411 162210 000			GENERAL FUND/FOOTBALL/GENERAL SUPPLIES			35.00	
65211	WAL-MART COMMUNITY	08/21/2013	04456	MISC TITLE I	3001314015	93.19	204.44
				SUPPLIES/MATERIALS			
10 E 100 411 122000 141			GENERAL FUND/ENGLISH/GENERAL SUPPLIES			93.19	
			08196	MISC TITLE I	3001314015	111.25	
				SUPPLIES/MATERIALS			
10 E 100 411 122000 141			GENERAL FUND/ENGLISH/GENERAL SUPPLIES			111.25	
65212	XCEL ENERGY	08/21/2013	AUTO PROTECT LIGHTS	7/15/13-8/14/13	0	44.35	956.30
10 E 800 336 253300 000			GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T			44.35	
			NEILLSVILLE	7/17/13-8/15/13	0	911.95	
10 E 900 336 253300 000			GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T			911.95	

25 Computer Check(s) For a Total of 66,822.26

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
65213	CDW GOVERNMENT INC 10 E 200 440 222200 000	08/23/2013	FC1991	PROJECTOR LAMP GENERAL FUND/LMC - INST SERVICE/NON-CAPITAL EQUIPMENT	2001314024	184.00 184.00	184.00
65214	COMPVIEW 10 E 800 551 124000 000	08/23/2013	0212929-IN	NESTING CART SHELF GENERAL FUND/MATHEMATICS/EQUIPMENT ADDITION	1011314017	83.00 83.00	83.00
65215	DEMCO 10 E 200 411 222200 000	08/23/2013	5014163	VISTAFOIL, DATE DUE SLIPS, LABELS, STAMP PAD, BOOK TAPE GENERAL FUND/LMC - INST SERVICE/GENERAL SUPPLIES	2001314016	196.70 196.70	410.95
			5014164	REMOVABLE TAPE, COLOR CODED TAPE, BOOK TAPES, BOOK JACKET COVERS GENERAL FUND/LMC - INST SERVICE/GENERAL SUPPLIES	2001314008	214.25 214.25	
65216	FOLLETT LIBRARY RESOURCES 10 E 100 439 222200 000	08/23/2013	846510-6	GEOGRAPHY A VISUAL ENCYCLOPEDIA, NATL GEOG KIDS ALMANAC 2014 GENERAL FUND/LMC - INST SERVICE/OTHER MEDIA	2001314012	45.85 45.85	45.85
65217	HAWKEYE DAIRY STORE INC 10 E 800 411 221300 000	08/23/2013	112928	NEW STAFF CHEESE BOXES (9) GENERAL FUND/INST. STAFF SERV. - TRAINING/GENERAL SUPPL	1011314015	126.00 126.00	126.00
65218	PAT HENRICHS 10 E 800 310 162210 000	08/23/2013	OFFICIAL	C-TEAM FOOTBALL 8-29-13 GENERAL FUND/FOOTBALL/PERSONAL SERVICES	0	58.60 58.60	58.60
65219	KAPLAN COMPANIES INC 27 E 100 432 158100 341	08/23/2013	0003243238	FLY GUY BOOK SET SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/LIBRARY BOOK	6001314025	79.29 79.29	79.29
65220	DAVE KOESTER 10 E 800 310 162210 000	08/23/2013	OFFICIAL	C-TEAM FOOTBALL 8-29-13 GENERAL FUND/FOOTBALL/PERSONAL SERVICES	0	45.00 45.00	45.00
65221	MASTERGRAPHICS 10 E 400 435 136000 000	08/23/2013	INV87291	DESIGN ACADEMY 2014 (PLTW SOFTWARE) GENERAL FUND/TECH ED/PROGRAMMED COMPUTER SOFTWARE	5021314086	1,648.43 1,648.43	1,648.43
65222	NASP 27 E 800 940 221300 341	08/23/2013	2013-14 MEMBERSHIP	SAMANTHA PENRY #934227 SPECIAL EDUC./INST. STAFF SERV. - TRAINING/DUES & FEES	0	190.00 190.00	190.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
65223	BRAD PODEVELS	08/23/2013	OFFICIAL	C-TEAM FOOTBALL 8-29-13	0	45.00	45.00
10 E 800 310 162210 000			GENERAL FUND/FOOTBALL/PERSONAL SERVICES			45.00	
65224	SCHOOL DISTRICT OF MOSINEE	08/23/2013	ENTRY FEE	25TH ANNUAL MOSINEE CLASSIC (CROSS COUNTRY INVITE)	0	75.00	75.00
10 E 800 940 162308 000			GENERAL FUND/BOYS/GIRLS XC/DUES & FEES			75.00	
65225	WCASS	08/23/2013	6259957	SAMANTHA PENRY 2013-14 MEMBER DUES	0	350.00	350.00
27 E 800 940 223300 341			SPECIAL EDUC./EEN DIRECTOR/DUES & FEES			350.00	
65226	WONDERWEAVERS-STORYTELLERS	08/23/2013	2013-143	STORY SETS/ACTIVITIES	0	800.00	800.00
21 E 100 310 110000 912			SPECIAL PROJECTS/ELEMENTARY CURRICULUM/PERSONAL SERVICE			800.00	
			14 Computer	Check(s) For a Total of			4,141.12

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
65227	ALLIED DATA SOLUTIONS	08/30/2013	WIRELESS INSTALL	OPTIONAL MATERIALS	0	12,961.58	12,961.58
10 E 800 310 266000 000			GENERAL FUND/TECHNOLOGY COORD/PROJECTS/PERSONAL SERVICE			12,961.58	
65228	CHARTER COMMUNICATIONS	08/30/2013	ADAMS ST HOUSE	9/1/13-9/30/13	0	12.62	12.62
10 E 800 358 266000 000			GENERAL FUND/TECHNOLOGY COORD/PROJECTS/ON-LINE COMMUNIC			12.62	
65229	EO JOHNSON COMPANY	08/30/2013	I00092562	COPIER LEASES	0	5,770.57	5,770.57
10 E 800 571 258400 000			GENERAL FUND/COPYING/DUPLICATING/EQUIPMENT RENTAL			5,770.57	
65230	RICHARD HALOPKA	08/30/2013	OFFICIAL	C-TEAM FOOTBALL 9-5-13	0	45.00	45.00
10 E 800 310 162210 000			GENERAL FUND/FOOTBALL/PERSONAL SERVICES			45.00	
65231	HARTMAN'S VARIETY	08/30/2013	CATERING	AUGUST 27 INSERVICE	1011314014	1,202.50	1,202.50
10 E 800 415 221300 000			GENERAL FUND/INST. STAFF SERV. - TRAINING/FOOD			1,202.50	
65232	PAT HENRICHS	08/30/2013	OFFICIAL	C-TEAM FOOTBALL 9-5-13	0	58.60	58.60
10 E 800 310 162210 000			GENERAL FUND/FOOTBALL/PERSONAL SERVICES			58.60	
65233	LINCOLN HIGH SCHOOL	08/30/2013	VOLLEYBALL INVITE	8/31/13 ENTRY FEE	0	140.00	140.00
10 E 400 940 162121 000			GENERAL FUND/GIRLS VOLLEYBALL/DUES & FEES			140.00	
65234	NASSCO INC	08/30/2013	S1692648.001	REPAIR/SERVICE OF CONVERTAMATIC	0	530.20	932.04
10 E 800 320 254490 000			GENERAL FUND/REPAIR OTHER EQUIP/PROPERTY SERVICE			530.20	
10 E 800 411 254300 000			S1707124.001	FLOOR PADS	0	273.86	
			GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES			273.86	
10 E 800 411 254300 000			S1708584.001	FLOOR PADS	0	127.98	
			GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES			127.98	
65235	OTTINGER, KIM	08/30/2013	REFUND	SECURITY DEPOSIT	0	106.40	106.40
10 R 900 293 500000 000			GENERAL FUND/DISTRICT WIDE/RENTALS			106.40	
65236	BRAD PODEVELS	08/30/2013	OFFICIAL	C-TEAM FOOTBALL 9-5-13	0	45.00	45.00
10 E 800 310 162210 000			GENERAL FUND/FOOTBALL/PERSONAL SERVICES			45.00	
65237	SUBSCRIPTION SERVICES OF AMERI	08/30/2013	FOEMMEL	HS CLASSROOM MAGAZINE SUBSCRIPTIONS	1011314004	39.95	39.95
10 E 400 434 135000 000			GENERAL FUND/FAMILY & CONSUMER EC/PERIODICALS			39.95	
65238	SUBSCRIPTION SERVICES OF AMERI	08/30/2013	TYZNIK	HS CLASSROOM MAGAZINE SUBSCRIPTIONS	1011314004	138.07	138.07

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
27 E 400 434 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/PERIODICALS		138.07	
65239 TDS TELECOM		08/30/2013	NEILLSVILLE	SERVICE	0	106.38	106.38
				8/22/13-9/21/13			
10 E 900 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		106.38	
65240 VERIZON WIRELESS		08/30/2013	9709973119		0	782.80	782.80
10 E 800 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		482.81	
10 E 800 551 263300 000				GENERAL FUND/PUBLIC INFORMATION/EQUIPMENT ADDITION		299.99	
65241 MINDY WAGNER		08/30/2013	OFFICIAL	MS SWIMMING	0	40.00	40.00
				9/3/13			
10 E 800 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		40.00	
				15 Computer	Check(s) For a Total of		22,381.51

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
65242	CHARTER COMMUNICATIONS	09/04/2013	9/1/13-9/30/13	OPTICAL ETHR	0	1,195.53	1,195.53
10 E 800 358 266000 000				GENERAL FUND/TECHNOLOGY COORD/PROJECTS/ON-LINE COMMUNIC		1,195.53	
65243	POSTMASTER	09/04/2013	BULK MAILING	COMMUNITY ED	0	534.91	534.91
80 E 800 353 232200 000				COMMUNITY SERVICE FUND/COMMUNITY RELATIONS/POSTAGE		534.91	
65244	BRETT ROGERS	09/04/2013	REFUND	LUNCH ACCOUNT	0	109.70	109.70
50 R 800 251 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/PUPILS		109.70	
				3 Computer	Check(s) For a Total of		1,840.14

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
65245	FESTIVAL FOODS	09/05/2013	PREPAID	CARD FOR FOOD ITEMS FOR STUDENTS WITH SPECIAL DIETARY REQUIREMENTS	0	50.00	50.00
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		50.00	
65246	LAKE HOLCOMBE HS	09/05/2013	ENTRY FEE	9-14-13 VARSITY VOLLEYBALL TOURNAMENT	0	75.00	75.00
10 E 400 940 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/DUES & FEES		75.00	
65247	SCHOOL DISTRICT OF STRATFORD	09/05/2013	ENTRY FEE	2013 STRATFORD 'BEAR' INVITATIONAL CROSS COUNTRY MEET 9-17-13	0	80.00	80.00
10 E 800 940 162303 000				GENERAL FUND/BOYS/GIRLS XC/DUES & FEES		80.00	
65248	SHOPKO	09/05/2013	7583	AWARDS AND SUPPLIES	6001314028	371.95	371.95
27 E 100 411 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/GENERAL SUPP		371.95	
			4	Computer	Check(s) For a Total of		576.95

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
65249	JOHN CLAUSNITZER	09/09/2013	OFFICIAL	MS FOOTBALL	0	45.00	45.00
				9-10-13			
10 E 200 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		45.00	
65250	RICHARD HALOPKA	09/09/2013	OFFICIAL	C-TEAM FOOTBALL	0	45.00	45.00
				9-12-13			
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		45.00	
65251	PAT HENRICHS	09/09/2013	OFFICIAL	C-TEAM FOOTBALL	0	58.60	58.60
				9-12-13			
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		58.60	
65252	PAM HUSTON	09/09/2013	OFFICIAL	JV & VARSITY	0	130.00	130.00
				VOLLEYBALL			
				9-10-13			
10 E 400 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		130.00	
65253	DAVE KOESTER	09/09/2013	OFFICIAL	MS FOOTBALL	0	45.00	45.00
				9-10-13			
10 E 200 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		45.00	
65254	MICHAEL LINDAU	09/09/2013	OFFICIAL	MS FOOTBALL	0	58.60	58.60
				9-10-13			
10 E 200 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		58.60	
65255	CHESTER MARCUM III	09/09/2013	OFFICIAL	VARSITY FOOTBALL	0	60.00	60.00
				9-13-13			
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		60.00	
65256	TODD MAYR	09/09/2013	OFFICIAL	VARSITY FOOTBALL	0	60.00	60.00
				9-13-13			
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		60.00	
65257	RENAE O'KONSKI	09/09/2013	OFFICIAL	C-TEAM VOLLEYBALL	0	43.00	43.00
				9-10-13			
10 E 400 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		43.00	
65258	JOHN OURADA	09/09/2013	OFFICIAL	VARSITY FOOTBALL	0	60.00	60.00
				9-13-13			
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		60.00	
65259	JOSEPH PACHAL	09/09/2013	OFFICIAL	VARSITY FOOTBALL	0	60.00	60.00
				9-13-13			
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		60.00	
65260	BRAD PODEVELS	09/09/2013	OFFICIAL	MS FOOTBALL	0	45.00	45.00
				9-10-13			
10 E 200 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		45.00	
65261	BRAD PODEVELS	09/09/2013	OFFICIAL	C-TEAM FOOTBALL	0	45.00	45.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				9-12-13			
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		45.00	
65262	MINDY WAGNER	09/09/2013	OFFICIAL	MS SWIMMING	0	40.00	40.00
				9-10-13			
10 E 200 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		40.00	
65263	TOLLEF WIENKE	09/09/2013	OFFICIAL	VARSITY FOOTBALL	0	100.00	100.00
				9-13-13			
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		100.00	
				15 Computer	Check(s) For a Total of		895.20

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
65264	A.C. HOLTZHAUSEN & SONS INC	09/16/2013	NONE	ELEMENTARY SCHOOL EXTERIOR LIGHTING	0	1,813.67	1,813.67
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		1,813.67	
65265	ADVANCED DISPOSAL SERVICES	09/16/2013	M10000715712	AUGUST 2013 GARBAGE PICKUP	0	1,786.91	1,786.91
10 E 800 320 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/PROPERTY SERVICE		1,786.91	
65266	A J CONTRACT SERVICES, INC.	09/16/2013	35143	POOL SERVICES	0	389.50	389.50
10 E 800 411 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES		389.50	
65267	AMERICAN WELDING & GAS INC	09/16/2013	02377561	CARBON DIOXIDE - POOL	0	79.82	102.82
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		79.82	
			02388939	CYLINDER RENTAL INVOICE - POOL	0	23.00	
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		23.00	
65268	BURNETT TRANSIT, INC.	09/16/2013	4028	REGULAR BUS ROUTES	0	38,385.36	38,385.36
10 E 800 341 256710 000				GENERAL FUND/FLEET PUPIL TRANSPORTATION/PUPIL TRAVEL		38,385.36	
65269	CALCULATORS INC	09/16/2013	359439	CALCULATORS	1011314021	26.73	26.73
10 E 100 440 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/NON-CAPITAL EQUIPMEN		26.73	
65270	CENTRAL RESTAURANT PRODUCTS	09/16/2013	11066378	BOWL SCRAPERS, GASKETS, RECYCLING CONTAINERS & LIDS & DOLLYS	1011314019	379.18	379.18
50 E 800 419 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP		379.18	
65271	CESA #10	09/16/2013	1267	WISEXPLORE DATA RETREAT	0	200.00	200.00
10 E 100 342 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/EMPLOYEE TRAVEL		100.00	
10 E 100 342 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/EMPLOYEE TRAVEL & EXP.		100.00	
65272	CITY OF COLBY	09/16/2013	ADAMS ST HOUSE	7/17/13-8/19/13	0	18.00	2,116.65
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		18.00	
			CDEC	7/16/13-8/14/13	0	143.70	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		143.70	
			CONCESSION STAND	7/17/13-8/19/13	0	453.30	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		453.30	
			ELEMENTARY	7/17/13-8/19/13	0	207.80	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		207.80	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 800 337 253300 000				HIGH SCHOOL GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE	0	1,166.55	1,166.55
10 E 800 337 253300 000				MIDDLE SCHOOL GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE	0	127.30	127.30
65273 CLASSROOM DIRECT		09/16/2013	208111150614	KIT: WORKERS IN MY NEIGHBORHOOD	7001314016	51.87	73.81
27 E 050 432 152000 341				SPECIAL EDUC./EARLY CHILDHOOD/LIBRARY BOOKS		51.87	
10 E 800 411 253300 000			208111150616	FIRST AID KIT GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES	4001314045	16.37	16.37
10 E 100 411 110000 000			208111173997	BEACH BALL FOUR BLOCKS GUIDED READING SET GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES	4001314045	5.57	5.57
65274 COLBY CHRYSLER CENTER LLC		09/16/2013	37883	SERVICE: 2013 GRAND CARAVAN	0	34.75	34.75
10 E 800 320 254500 000				GENERAL FUND/MAINTENANCE-VEHICLES/PROPERTY SERVICE		34.75	
65275 POSTMASTER		09/16/2013	PO BOX 139	RENT	0	106.00	106.00
10 E 800 571 263300 000				GENERAL FUND/PUBLIC INFORMATION/EQUIPMENT RENTAL		106.00	
65276 CTL COMPANY, INC.		09/16/2013	178076	TOWELING, TOILET TISSUE	0	1,099.00	1,207.60
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		1,099.00	
10 E 800 411 253300 000			178392	ROLL TOWELING GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES	0	108.60	108.60
65277 DALCO		09/16/2013	2638209	BEST SCRUB CLEANER	0	151.04	808.75
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		151.04	
10 E 800 411 254490 000			2642203	VAC HOSE GENERAL FUND/REPAIR OTHER EQUIP/GENERAL SUPPLIES	0	24.54	24.54
10 E 800 411 253300 000			2645788	DISINFECTANT DEGREASER FLOOR CLEANER GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES	0	633.17	597.73
50 E 800 419 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP		35.44	
65278 DECKER AUTOMOTIVE LLC		09/16/2013	18243	FORD FREESTAR VAN SERVICED	0	40.65	40.65
10 E 800 320 254500 000				GENERAL FUND/MAINTENANCE-VEHICLES/PROPERTY SERVICE		40.65	
65279 DEPT OF WORKFORCE DEVELOPMENT		09/16/2013	AUGUST 2013	UNEMPLOYMENT	0	760.04	760.04

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 800 730 270000 000				GENERAL FUND/INSURANCE/UNEMPLOYMENT COMPENSATION		760.04	
65280	FOLLETT LIBRARY RESOURCES	09/16/2013	846636-5	OCCUPATIONAL OUTLOOK HANDBOOKS	2001314036	29.61	29.61
10 E 400 439 222200 000				GENERAL FUND/LMC - INST SERVICE/OTHER MEDIA		29.61	
65281	HAGEN'S ON FIRST	09/16/2013	185	SWIM MEDALS & RIBBONS	0	252.00	252.00
10 E 800 411 162124 000				GENERAL FUND/GIRLS SWIMMING/GENERAL SUPPLIES		252.00	
65282	HOBART SALES & SERVICE CORP.	09/16/2013	ZB55286	SERVICED RANGE	0	731.51	731.51
50 E 800 320 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/PROPERTY S		731.51	
65283	INDIANHEAD FOODSERVICE DISTRIB	09/16/2013	AUGUST 2013	STATEMENT INV #588093 & 589263	0	4,249.61	4,249.61
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		3,277.70	
50 E 800 419 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP		92.59	
50 E 800 415 257225 000				FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD		879.32	
65284	J H LARSON COMPANY	09/16/2013	S100462676.001	IVORY ELECTRICAL RECEPTACLES	0	108.58	108.58
10 E 800 411 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES		108.58	
65285	K & B REFRIGERATION	09/16/2013	19209	SERVICE: WALK IN FREEZER	0	334.00	334.00
50 E 800 320 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/PROPERTY S		334.00	
65286	KURT KALEPP EXCAVATING LLC	09/16/2013	3209	ELEMENTARY PLAYGROUND = WOOD CHIPS	0	288.75	288.75
10 E 800 320 254200 000				GENERAL FUND/MAINTENANCE-SITES/PROPERTY SERVICE		288.75	
65287	DENNIS & RHONDA KIEFFER	09/16/2013	8/21/13-8/29/13	MILES TO ABBY CHRISTIAN ACADEMY	0	21.60	21.60
10 E 800 341 256730 000				GENERAL FUND/PARENT TRANSPORTATION/PUPIL TRAVEL		21.60	
65288	KURT & HEATHER KULAS	09/16/2013	8/1/13-8/29/13	MILES TO ABBY CHRISTIAN ACADEMY	0	17.28	17.28
10 E 800 341 256730 000				GENERAL FUND/PARENT TRANSPORTATION/PUPIL TRAVEL		17.28	
65289	MARSHFIELD BOOK & STATIONARY	09/16/2013	319659	STARS INCENTIVE CHARTLETS	3001314003	3.78	551.32
10 E 100 411 122000 141				GENERAL FUND/ENGLISH/GENERAL SUPPLIES		3.78	
10 E 100 440 110000 000			319662	CHART RACKS	4001314026	123.33	
				GENERAL FUND/ELEMENTARY CURRICULUM/NON-CAPITAL EQUIPMEN		123.33	
			319663	STRIPING AND FLOOR PLASTIC TAPE	4001314032	22.82	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 100 411 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/GENERAL SUPPLIES		22.82	
			319664	CHART RACK	4001314003	41.11	
10 E 100 440 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/NON-CAPITAL EQUIPMEN		41.11	
			319665	GREEN PAINT PAN REFILLS	4001314033	36.18	
10 E 100 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		36.18	
			319773	DESKPAD CALENDAR, BOOK RINGS, NAME PLATES, GLITTER, FLASH CARDS, DIGITAL TIMERS	4001314037	55.06	
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		55.06	
			319815	BLUE & LILAC COPY PAPER	0	269.04	
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		269.04	
65290 MEYER LUMBER SUPPLY, INC.		09/16/2013	52938	BITS/ANCHORS	0	14.98	14.98
10 E 800 411 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES		14.98	
65291 NORTHCENTRAL TECHNICAL COLLEGE		09/16/2013	BIS-000395	CAREER PREP SERVICES	0	150.00	150.00
10 E 400 310 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/PERSONAL SERVICE		150.00	
65292 OFFICEMAX		09/16/2013	671890	MANILA FILE FOLDERS	1011314020	12.58	12.58
10 E 800 411 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/GENERAL SUPPLIES		12.58	
65293 OSTHOFF RESORT		09/16/2013	CONF #110053	WASBO CONF ROOM - A. BROOKS 10/2/13 & 10/3/13	0	236.00	236.00
10 E 800 342 252000 000				GENERAL FUND/FISCAL/EMPLOYEE TRAVEL & EXP.		236.00	
65294 PARCHEMENT INC		09/16/2013	53171	ANNUAL PARCHMENT SENDER SERVICE DFS LICENSING CHS	0	500.00	500.00
10 E 400 310 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/PERSONAL SERVICE		500.00	
65295 EUGENE P. PERLOCK		09/16/2013	85-01	SERVICE: MASTER CLOCK ELEMENTARY SCHOOL	0	142.00	142.00
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		142.00	
65296 PREMIER AGENDAS INC		09/16/2013	204500349617	HS AGENDAS	0	1,864.25	1,864.25
10 E 800 411 120000 000				GENERAL FUND/REGULAR CURRICULUM/GENERAL SUPPLIES		1,864.25	
65297 QUILL CORPORATION		09/16/2013	5281005	SECURE A PEN	0	30.12	30.12

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				REPLACEMENT PEN			
10 E 400 411 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/GENERAL SUPPLIES		30.12	
65298 RUDER, WARE & MICHLER, S.C.		09/16/2013	175503	LEGAL SERVICES	0	173.00	173.00
10 E 800 310 231500 000				GENERAL FUND/BOARD OF ED. LEGAL/PERSONAL SERVICES		173.00	
65299 BETHANIE & DAN SCHMIDT		09/16/2013	8/1/13-8/29/13	MILES TO ABBY	0	14.40	14.40
				CHRISTIAN ACADEMY			
10 E 800 341 256730 000				GENERAL FUND/PARENT TRANSPORTATION/PUPIL TRAVEL		14.40	
65300 SCHOOL SPECIALTY		09/16/2013	208111150608	PAINT ACRYLIC	5021314029	33.58	196.14
				ENAMELS LIQUITEX			
10 E 200 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		33.58	
			308101725813	BEANBAGS,	6001314022	162.56	
				SCISSORS, MONKEY			
				SET, GRABITZ PACK			
27 E 100 411 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/GENERAL SUPP		130.60	
27 E 100 440 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/NON-CAPITAL		31.96	
65301 SCHOOL DISTRICT OF GREENWOOD		09/16/2013	MIDDLE SCHOOL	CROSS COUNTRY	0	40.00	40.00
				MEET 10-10-13			
10 E 200 940 162308 000				GENERAL FUND/BOYS/GIRLS XC/DUES & FEES		40.00	
65302 SCHOOL DISTRICT OF PRENTICE		09/16/2013	ENTRY FEE	TIMM'S HILL CROSS	0	75.00	75.00
				COUNTRY MEET			
10 E 800 940 162308 000				GENERAL FUND/BOYS/GIRLS XC/DUES & FEES		75.00	
65303 SHOPKO		09/16/2013	1183	Items to purchase throughout the year such as educational toys, items to develop fine motor skills, social skills or self-help skills. Pull ups, wipes as necessary.	6001314012	101.25	101.25
27 E 100 411 152000 347				SPECIAL EDUC./EARLY CHILDHOOD/GENERAL SUPPLIES		101.25	
65304 STRO'S PLUMBING LLC		09/16/2013	6127	INSTALL BACK FLOW PREVENTERS IN MENS BATHROOM URINALS	0	390.14	390.14
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		390.14	
65305 SUBSCRIPTION SERVICES OF AMERI		09/16/2013	3125137	MELISSA PLOECKELMAN CLASSROOM	1011314004	46.00	46.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				MAGAZINES			
10 E 400 434 131000 000				GENERAL FUND/AGRICULTURE/PERIODICALS		46.00	
65306 SYSCO BARABOO LLC		09/16/2013	308290613	FOOD & SUPPLIES	0	1,170.33	1,146.51
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		1,170.33	
			308310073	CREDIT FOR FLOUR	0	-23.82	
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		-23.82	
65307 SYSKO'S SPORTS BOOKS		09/16/2013	PREPAID	WI Basketball	8001314017	30.00	30.00
				Yearbook - BOYS			
				2013			
10 E 400 439 162205 000				GENERAL FUND/BOYS BASKETBALL/OTHER MEDIA		30.00	
65308 T & C WATER SYSTEMS		09/16/2013	25519	BOTTLED WATER	0	12.50	12.50
10 E 800 411 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/GENERAL SUPPLIES		12.50	
65309 TEAM SPORTING GOODS INC		09/16/2013	AAG020221-AH02	BASKETBALLS/SCOREB	5021314079	257.55	257.55
				OOKS/NETS			
10 E 200 411 162105 000				GENERAL FUND/GIRLS BASKETBALL/GENERAL SUPPLIES		240.80	
10 E 200 440 162105 000				GENERAL FUND/GIRLS BASKETBALL/NON-CAPITAL EQUIPMENT		16.75	
65310 TP PRINTING CO INC		09/16/2013	AUGUST 2013	STATEMENT - SUB	0	57.00	57.00
				HELP AD			
10 E 800 354 263300 000				GENERAL FUND/PUBLIC INFORMATION/PRINTING & BINDING		57.00	
65311 TUMARX PRINTING INC.		09/16/2013	25067	FALL COMMUNITY	0	675.00	675.00
				EDUCATION FLYERS			
80 E 800 354 232200 000				COMMUNITY SERVICE FUND/COMMUNITY RELATIONS/PRINTING & B		675.00	
65312 WAUSAU EAST HIGH SCHOOL		09/16/2013	ENTRY FEE	57TH ANNUAL BILL	0	180.00	180.00
				SMILEY			
				INVITATIONAL			
				CROSS COUNTRY			
10 E 800 940 162308 000				GENERAL FUND/BOYS/GIRLS XC/DUES & FEES		180.00	
65313 WI HS FORENSIC ASSN.		09/16/2013	2013-14 MEMBERSHIP		0	325.00	325.00
10 E 800 940 161339 000				GENERAL FUND/FORENSICS/DUES & FEES		325.00	
65314 WIL-KIL PEST CONTROL CORP		09/16/2013	2311656	HIGH SCHOOL	0	38.00	83.75
				MONTHLY PEST			
				CONTROL			
10 E 800 320 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/PROPERTY SERVICE		38.00	
			2311775	ELEMENTARY PEST	0	45.75	
				CONTROL			
10 E 800 320 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/PROPERTY SERVICE		45.75	
65315 WI DEPT OF JUSTICE		09/16/2013	G2930	6 BACKGROUND	0	42.00	42.00
				SEARCHS			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 800 310 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/PERSONAL SERVICES		42.00	
65316	WISCONSIN FFA CENTER	09/16/2013	1007	2013-14 AFFILIATION FEE	0	350.00	350.00
10 E 800 940 161311 000				GENERAL FUND/FUTURE FARMERS OF AMERICA/DUES & FEES		350.00	
65317	WONDERWEAVERS-STORYTELLERS	09/16/2013	2013-145	HANDBOOKS, CD'S 'WILD ABOUT LEARNING' PROGRAM TWO STORYTELLERS	0	420.00	420.00
21 E 100 411 110000 912				SPECIAL PROJECTS/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		420.00	
65318	WISCONSIN SCHOOL MUSIC ASSN.	09/16/2013	2013-14	ANNUAL ENROLLMENT DUES	0	315.00	315.00
10 E 800 940 125500 000				GENERAL FUND/INSTRUMENTAL MUSIC/DUES & FEES		315.00	

55 Computer Check(s) For a Total of 62,696.85

Obj	2012-13 Original Budget	2012-13 FYTD Activity	2012-13 FYTD %	2013-14 Budget	2013-14 FYTD Activity	2013-14 FYTD %	2013-14 Unexpended Bal
100000	INSTRUCTION						
110000	ELEMENTARY CURRICULUM						
SALARIES	1,085,265.00	39,277.26	3.62	1,109,911.00	74,064.61	6.67	1,035,846.39
EMPLOYEE BENEFITS	529,242.00	9,345.15	1.77	651,185.00	26,618.81	4.09	624,566.19
PURCHASED SERVICES	52,300.00	0.00	0.00	2,300.00	360.00	15.65	1,940.00
NON-CAPITAL OBJECTS	42,315.00	10,018.83	23.68	40,060.00	20,290.35	50.65	19,769.65
CAPITAL OBJECTS	498.00	498.00	100.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	1,100.00	0.00	0.00	500.00	0.00	0.00	500.00
ELEMENTARY CURRICULUM	1,710,720.00	59,139.24	3.46	1,803,956.00	121,333.77	6.73	1,682,622.23
120000	REGULAR CURRICULUM						
SALARIES	1,338,518.00	60,575.79	4.53	1,410,781.00	73,756.19	5.23	1,337,024.81
EMPLOYEE BENEFITS	738,690.00	14,636.15	1.98	734,087.00	26,552.77	3.62	707,534.23
PURCHASED SERVICES	4,480.00	2,790.00	62.28	5,140.00	2,790.00	54.28	2,350.00
NON-CAPITAL OBJECTS	72,109.00	32,843.75	45.55	65,425.00	29,062.58	44.42	36,362.42
CAPITAL OBJECTS	23,130.00	5,599.83	24.21	14,269.00	1,580.15	11.07	12,688.85
OTHER OBJECTS	3,885.00	116.00	2.99	4,385.00	230.00	5.25	4,155.00
REGULAR CURRICULUM	2,180,812.00	116,561.52	5.34	2,234,087.00	133,971.69	6.00	2,100,115.31
130000	VOCATIONAL CURRICULUM						
SALARIES	175,400.00	6,176.83	3.52	169,420.00	8,990.22	5.31	160,429.78
EMPLOYEE BENEFITS	92,885.00	1,330.88	1.43	94,548.00	1,490.15	1.58	93,057.85
PURCHASED SERVICES	6,620.00	325.00	4.91	4,050.00	325.00	8.02	3,725.00
NON-CAPITAL OBJECTS	32,550.00	7,889.41	24.24	22,280.00	5,207.21	23.37	17,072.79
CAPITAL OBJECTS	445.00	442.40	99.42	0.00	0.00	0.00	0.00
OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VOCATIONAL CURRICULUM	307,900.00	16,164.52	5.25	290,298.00	16,012.58	5.52	274,285.42
140000	PHYSICAL CURRICULUM						
SALARIES	133,630.00	5,000.31	3.74	136,307.00	5,067.39	3.72	131,239.61
EMPLOYEE BENEFITS	82,719.00	2,783.90	3.37	89,231.00	758.99	0.85	88,472.01
PURCHASED SERVICES	700.00	0.00	0.00	700.00	0.00	0.00	700.00
NON-CAPITAL OBJECTS	4,270.00	1,711.42	40.08	5,715.00	722.80	12.65	4,992.20

Obj	2012-13 Original Budget	2012-13 FYTD Activity	2012-13 FYTD %	2013-14 Budget	2013-14 FYTD Activity	2013-14 FYTD %	2013-14 Unexpended Bal
100000	INSTRUCTION						
140000	PHYSICAL CURRICULUM						
CAPITAL OBJECTS	0.00	0.00	0.00	1,740.00	398.46	22.90	1,341.54
OTHER OBJECTS	3,215.00	0.00	0.00	3,375.00	0.00	0.00	3,375.00
PHYSICAL CURRICULUM	224,534.00	9,495.63	4.23	237,068.00	6,947.64	2.93	230,120.36
150000	SPECIAL CURRICULUM						
SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SPECIAL CURRICULUM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
160000	CO-CURRICULAR						
SALARIES	67,760.00	325.27	0.48	102,749.00	0.00	0.00	102,749.00
EMPLOYEE BENEFITS	7,948.00	62.66	0.79	11,901.00	0.00	0.00	11,901.00
PURCHASED SERVICES	32,580.00	412.98	1.27	33,520.00	1,727.45	5.15	31,792.55
NON-CAPITAL OBJECTS	20,495.00	3,380.26	16.49	25,530.00	8,261.07	32.36	17,268.93
CAPITAL OBJECTS	2,470.00	390.95	15.83	2,750.00	2,750.00	100.00	0.00
OTHER OBJECTS	11,345.00	4,140.00	36.49	11,340.00	2,430.00	21.43	8,910.00
CO-CURRICULAR	142,598.00	8,712.12	6.11	187,790.00	15,168.52	8.08	172,621.48
170000	SPECIAL NEEDS						
SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NON-CAPITAL OBJECTS	1,000.00	0.00	0.00	500.00	0.00	0.00	500.00
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	1,500.00	0.00	0.00	1,500.00	0.00	0.00	1,500.00
SPECIAL NEEDS	2,500.00	0.00	0.00	2,000.00	0.00	0.00	2,000.00
INSTRUCTION	4,569,064.00	210,073.03	4.60	4,755,199.00	293,434.20	6.17	4,461,764.80

Obj	2012-13 Original Budget	2012-13 FYTD Activity	2012-13 FYTD %	2013-14 Budget	2013-14 FYTD Activity	2013-14 FYTD %	2013-14 Unexpended Bal
200000	SUPPORT SERVICES						
210000	PUPIL SERVICES						
SALARIES	131,140.00	9,350.84	7.13	126,725.00	5,956.86	4.70	120,768.14
EMPLOYEE BENEFITS	81,622.00	3,917.30	4.80	80,338.00	4,231.37	5.27	76,106.63
PURCHASED SERVICES	3,820.00	1,146.95	30.02	3,865.00	0.00	0.00	3,865.00
NON-CAPITAL OBJECTS	5,255.00	2,161.84	41.14	5,105.00	1,888.92	37.00	3,216.08
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	210.00	0.00	0.00	170.00	0.00	0.00	170.00
PUPIL SERVICES	222,047.00	16,576.93	7.47	216,203.00	12,077.15	5.59	204,125.85
220000	INSTRUCTIONAL STAFF SERVICES						
SALARIES	193,069.00	8,507.19	4.41	178,526.00	17,408.70	9.75	161,117.30
EMPLOYEE BENEFITS	116,980.00	3,629.88	3.10	109,549.00	3,484.68	3.18	106,064.32
PURCHASED SERVICES	55,098.00	9,101.23	16.52	59,457.00	10,212.04	17.18	49,244.96
NON-CAPITAL OBJECTS	60,660.00	10,841.12	17.87	54,377.00	8,946.78	16.45	45,430.22
CAPITAL OBJECTS	5,420.00	1,648.18	30.41	4,500.00	0.00	0.00	4,500.00
OTHER OBJECTS	1,460.00	458.00	31.37	1,480.00	209.00	14.12	1,271.00
INSTRUCTIONAL STAFF SERVI	432,687.00	34,185.60	7.90	407,889.00	40,261.20	9.87	367,627.80
230000	GENERAL ADMINISTRATION						
SALARIES	155,300.00	26,727.01	17.21	121,988.00	18,273.66	14.98	103,714.34
EMPLOYEE BENEFITS	83,234.00	10,787.61	12.96	64,989.00	6,832.27	10.51	58,156.73
PURCHASED SERVICES	41,381.00	3,369.55	8.14	62,930.00	375.15	0.60	62,554.85
NON-CAPITAL OBJECTS	8,600.00	2,309.92	26.86	7,075.00	671.29	9.49	6,403.71
CAPITAL OBJECTS	2,320.00	0.00	0.00	2,820.00	0.00	0.00	2,820.00
OTHER OBJECTS	6,200.00	3,803.00	61.34	6,500.00	5,034.00	77.45	1,466.00
GENERAL ADMINISTRATION	297,035.00	46,997.09	15.82	266,302.00	31,186.37	11.71	235,115.63
240000	BUILDING ADMINISTRATION						
SALARIES	371,200.00	38,905.65	10.48	336,885.00	40,337.19	11.97	296,547.81
EMPLOYEE BENEFITS	185,107.00	13,701.60	7.40	199,126.00	14,309.33	7.19	184,816.67
PURCHASED SERVICES	9,950.00	1,789.62	17.99	8,400.00	0.00	0.00	8,400.00
NON-CAPITAL OBJECTS	7,350.00	549.88	7.48	8,460.00	232.04	2.74	8,227.96

Obj	2012-13 Original Budget	2012-13 FYTD Activity	2012-13 FYTD %	2013-14 Budget	2013-14 FYTD Activity	2013-14 FYTD %	2013-14 Unexpended Bal
200000	SUPPORT SERVICES						
240000	BUILDING ADMINISTRATION						
CAPITAL OBJECTS	0.00	0.00	0.00	750.00	0.00	0.00	750.00
OTHER OBJECTS	2,110.00	0.00	0.00	1,350.00	415.00	30.74	935.00
BUILDING ADMINISTRATION	575,717.00	54,946.75	9.54	554,971.00	55,293.56	9.96	499,677.44
250000	BUSINESS ADMINISTRATION						
SALARIES	389,300.00	58,615.86	15.06	413,847.00	74,547.74	18.01	339,299.26
EMPLOYEE BENEFITS	242,775.00	28,890.45	11.90	271,788.00	39,558.08	14.55	232,229.92
PURCHASED SERVICES	1,092,192.00	82,408.65	7.55	1,128,463.00	82,985.00	7.35	1,045,478.00
NON-CAPITAL OBJECTS	99,060.00	30,804.67	31.10	101,200.00	25,780.41	25.47	75,419.59
CAPITAL OBJECTS	27,500.00	5,770.57	20.98	27,500.00	5,770.57	20.98	21,729.43
INSURANCE & JUDGMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	900.00	160.00	17.78	2,900.00	0.00	0.00	2,900.00
BUSINESS ADMINISTRATION	1,851,727.00	206,650.20	11.16	1,945,698.00	228,641.80	11.75	1,717,056.20
260000	CENTRAL SERVICES						
SALARIES	71,000.00	12,984.99	18.29	44,000.00	5,585.78	12.69	38,414.22
EMPLOYEE BENEFITS	61,670.00	8,269.51	13.41	32,347.00	4,385.04	13.56	27,961.96
PURCHASED SERVICES	120,330.00	15,523.75	12.90	150,500.00	38,806.16	25.78	111,693.84
NON-CAPITAL OBJECTS	23,700.00	6,816.24	28.76	19,800.00	319.79	1.62	19,480.21
CAPITAL OBJECTS	57,500.00	16,790.15	29.20	32,500.00	405.99	1.25	32,094.01
OTHER OBJECTS	10.00	10.00	100.00	0.00	0.00	0.00	0.00
CENTRAL SERVICES	334,210.00	60,394.64	18.07	279,147.00	49,502.76	17.73	229,644.24
270000	INSURANCE						
INSURANCE & JUDGMENTS	119,137.00	15,650.47	13.14	125,988.00	100,811.89	80.02	25,176.11
INSURANCE	119,137.00	15,650.47	13.14	125,988.00	100,811.89	80.02	25,176.11

Obj	2012-13	2012-13	2012-13	2013-14	2013-14	2013-14	2013-14
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %	Unexpended Bal
200000	SUPPORT SERVICES						
280000	DEBT SERVICE						
DEBT RETIREMENT	1,300.00	0.00	0.00	1,500.00	0.00	0.00	1,500.00
DEBT SERVICE	1,300.00	0.00	0.00	1,500.00	0.00	0.00	1,500.00
290000	OTHER SUPPORT SERVICES						
SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EMPLOYEE BENEFITS	180,000.00	198.85	0.11	224,500.00	4,308.89	1.92	220,191.11
PURCHASED SERVICES	2,250.00	0.00	0.00	2,196.00	658.80	30.00	1,537.20
OTHER SUPPORT SERVICES	182,250.00	198.85	0.11	226,696.00	4,967.69	2.19	221,728.31
SUPPORT SERVICES	4,016,110.00	435,600.53	10.85	4,024,394.00	522,742.42	12.99	3,501,651.58
400000	NON-PROGRAM TRANSACTIONS						
410000	INTERFUND OPERATING TRANSFERS						
OPERATING TRANSFERS-OUT	900,000.00	0.00	0.00	988,792.00	0.00	0.00	988,792.00
INTERFUND OPERATING TRANS	900,000.00	0.00	0.00	988,792.00	0.00	0.00	988,792.00
430000	GEN. TUITION PAYMENTS						
PURCHASED SERVICES	708,964.00	0.00	0.00	985,222.00	0.00	0.00	985,222.00
NON-CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GEN. TUITION PAYMENTS	708,964.00	0.00	0.00	985,222.00	0.00	0.00	985,222.00
490000	NON-PROGRAM TRANSACTIONS						
OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NON-PROGRAM TRANSACTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NON-PROGRAM TRANSACTIONS	1,608,964.00	0.00	0.00	1,974,014.00	0.00	0.00	1,974,014.00

Colby School Board Members,

I am requesting the review of the pay for the Annual Adviser position. In the last two years that I have done the yearbook for Colby High School, I have realized that the hours that are put into the yearbook does not match the pay.

With the current rate for newspaper at \$1,020.00, I would make approximately \$2.58 per hour, before taxes are taken out. I understand that this is a salary position but the pay does not make the time I put into it worth it. I put approximately 8 hours a week into the yearbook during the school year, outside of my school day. Some weeks, I put in more time, and some weeks less, but the majority is more depending on the amount of events I need to go to after school, on my personal time, to take pictures at. After the school year has come to an end, I spend 15-20 hours per week on the yearbook through the end of July, which is the due date for the yearbook based on our fall delivery. With the hours during the school year totaling 288 and the hours from the summer totaling 108 (at 18 hours per week) hours, I put in around 396 hours into the yearbook each year.

I do not have a scheduled time during my school day to work on yearbook. Everything that I do for the yearbook is after school and on my own time, not the school's time. The amount of help that any adviser is getting with the yearbook is decreasing. As years have gone by, less and less students sign up to help with the yearbook. During the 2011-2012 school year, I had two students help with the yearbook during second semester only. During the 2012-2013 school year, I had one student during first semester and two during the second semester. Any time that these students were in my classroom working on yearbook, I was always teaching another class. I never got the amount of time that I needed to have with them with the schedules that they had and I had. This school year, 2013-2014, I do not have a single students signed up to help me with the yearbook or to help take pictures at events.

I really enjoy creating the yearbook for Colby but I am not willing to put in so much time for so little pay. Please review the pay for the Annual Adviser position.

Thank you,

A handwritten signature in black ink that reads "Traci Anderson". The signature is written in a cursive, flowing style with a large loop at the end.

Traci Anderson
Colby School District Employee
3-12 Business Education

Memorandum of Understanding

RE: Provision of Mental Health & Substance Abuse Counseling Services in schools

Collaborative Partners:

- Colby School District
- Counseling Connection of Medford, LLC (CCM)

Objective: Counseling Connection of Medford (CCM) agrees to provide outpatient mental health and substance abuse counseling services according to Department of Health Services Chapters 35 and 75. CCM will obtain certification from the Department of Health Services. This agreement is contingent upon certification from the State of WI, Department of Health Services. CCM will begin these services on September ____, 2013.

Outpatient services provided within the school setting shall have the following objectives:

- To provide treatment services to children and families identified to need primary mental health and/or substance abuse services.
- To create opportunities for community outreach, aftercare services, and services that serve to prevent and treat further mental health and substance abuse issues.
- To develop partnerships that enhances the provision of mental health and substance abuse services to students and families.
- Allow better access to mental health and substance abuse services for students and families.
- Prevent further mental health deterioration and substance abuse of the student and the family by use of early outpatient intervention.

Outpatient services will have the following parameters:

- CCM will provide the personnel and the outpatient service.
- CCM will bill third party payers and retain the reimbursements.
- CCM will not bill a school district for services, unless that school district signs an agreement outlining the rate, frequency, and individual to be served.
- The school district will provide confidential space for services provided.
- When consent is obtained, the school will participate in appropriate aspects of treatment planning.

Frequency of Service: As determined by the CCM therapist, participants, and individual school contact personnel.

Length of Agreement: This agreement shall be in place beginning with the 2013 school year, and automatically renew each year based on agreement of both Collaborative Partners.

Program Oversight: CCM designated Outpatient Director will be Kelly Schultz. School District representative will be _____, or other designated staff.

Signature of School Representative

Date

Signature of Counseling Representative

Date



Pupil Transportation - Parent Contracts

Parent Contracts for Pupil Transportation

State law allows school districts to provide transportation to resident pupils by contracting with the parent or guardian of the pupil to be transported. Typically, parent contracts are used in cases where the school district would have to incur unusually high costs to transport a particular pupil or group of pupils by school bus. There are two different types of parent contracts authorized under the law. Both types of contracts apply only in cases where the school board is required by law to transport the pupil to and from school. These two contract types are outlined below.

1. Contracts for Public or Private School Pupils (s. 121.55(1)(b), Wisconsin Statutes)

- May be used for any pupil, whether they attend a public or private school.
- Amount of compensation is determined in negotiations between school district and individual parents/guardians.
- If the parent/guardian and the school board cannot agree on the amount of compensation to be provided in the contract, the Department of Public Instruction (DPI) will determine the amount of compensation only if requested to do so by both parties.
- If a parent/guardian rejects the parent contract method, the school board must provide transportation using one of the following alternative methods listed in s. 121.55(1):
 - (a) By contract with a common carrier, a taxi company or other parties.
 - (b) By contract with the parent or guardian of the pupil to be transported.
 - (c) By contract with another school board, board of control of a cooperative educational service agency or the proper officials of any private school or private school association.
 - (d) By contract between two or more school boards and an individual or a common carrier.
 - (e) By the purchase and operation of a motor vehicle.

2. Contracts for Private School Pupils Only (s. 121.55(3), Wisconsin Statutes)

- May only be used for transportation of eligible private school pupils.
- A school board may offer this type of contract only if the school district is eligible as determined by the following conditions:
 - 1. The estimated cost to transport the private school pupil is more than 1.5 times the school districts average cost per pupil for regular (to and from school) bus transportation in the previous school year, excluding transportation for kindergarten pupils during the noon hour and special transportation for pupils with disabilities; AND
 - 2. The school board notifies the parent/guardian of the pupil of its intention to offer a contract under this provision at least 30 days before the start of the public school districts term. Notification must include [the DPI worksheet](#) used to calculate the school districts average cost and the estimate of the cost to transport the pupil.
- The amount of compensation provided in the contract must be at least equal to the greater of the following:
 - \$5.00 times the distance, in miles, between the pupils home and the private school; or
 - The school districts average cost per pupil for regular (to and from school) bus transportation in the previous school year, excluding transportation for kindergarten pupils during the noon hour and special transportation for pupils with disabilities.
- The payment cannot exceed the actual cost of the transportation.
- State law requires contract payments to be made on an annual basis for each pupil to be transported, even if more than one pupil in a particular family is transported to the same private school, except for a district operating under chapter 119 of the state statutes (Milwaukee Public Schools (MPS)). In MPS, if two or more pupils reside in the same household and attend the same private school, the contract may, at the discretion of the school board, provide for an annual payment for all such pupils of not less than \$5 times the distance in miles between the pupils' residence and the private school they attend, or the school district's average cost per pupil for bus transportation in the previous year, excluding the cost for noon transportation for kindergarten pupils and for pupils with disabilities, whichever is greater.
- If the school board and the parent/guardian cannot agree on the amount of compensation, either party may ask the DPI to determine the amount.
- If a school board has met the requirements to offer this type of contract and the parent rejects the contract, the school board is not obligated to provide transportation for the pupil.

For questions about this information, contact [Janice Zmrazek](mailto:Janice.Zmrazek@sms.dpi.wi.gov) (<http://sms.dpi.wi.gov/user/220/contact>) (608) 266-2803



<http://wisconsin.gov> State Superintendent of Public Instruction Tony Evers, Department of Public Instruction
125 S. Webster Street • P.O. Box 7841, Madison, WI 53707-7841 (800) 441-4563

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ACCT. #	Obj	12-13	12-13	2013-14	2013-14	Unexpended
		Original Budget	FY Activity	Original Budget	FY Activity	Balance
10 E --- --- 110000 ---	ELEMENTARY CURRICULUM	1,710,720.00	1,778,975.65	1,765,293.00	188,123.75	1,577,169.25
10 E --- --- 11----- ---	ELEMENTARY CURRICULUM	1,710,720.00	1,778,975.65	1,765,293.00	188,123.75	1,577,169.25
10 E --- --- 120000 ---	REGULAR CURRICULUM	1,805,340.00	1,780,533.12	913,817.00	99,221.49	814,595.51
10 E --- --- 121000 ---	ART	5,850.00	4,918.73	164,066.00	18,643.30	145,422.70
10 E --- --- 122000 ---	ENGLISH	337,640.00	247,661.37	399,434.00	39,098.11	360,335.89
10 E --- --- 123000 ---	FOREIGN LANGUAGE	800.00	729.58	77,343.00	6,442.25	70,900.75
10 E --- --- 124000 ---	MATHEMATICS	9,768.00	40,790.13	195,913.00	18,366.64	177,546.36
10 E --- --- 125100 ---	MUSICAL GENERAL	0.00	0.00	47,623.00	3,428.12	44,194.88
10 E --- --- 125400 ---	VOCAL MUSIC	8,725.00	9,434.87	82,834.00	6,636.85	76,197.15
10 E --- --- 125500 ---	INSTRUMENTAL MUSIC	4,465.00	3,845.96	75,690.00	5,129.19	70,560.81
10 E --- --- 126000 ---	SCIENCE	6,660.00	8,103.60	166,526.00	18,364.73	148,161.27
10 E --- --- 127000 ---	SOCIAL STUDIES	1,564.00	1,894.46	110,841.00	12,104.29	98,736.71
10 E --- --- 12----- ---	REGULAR CURRICULUM	2,180,812.00	2,097,911.82	2,234,087.00	227,434.97	2,006,652.03
10 E --- --- 131000 ---	AGRICULTURE	56,995.00	55,540.92	60,638.00	9,227.62	51,410.38
10 E --- --- 132000 ---	BUSINESS EDUCATION	56,345.00	50,716.45	53,681.00	4,153.30	49,527.70
10 E --- --- 135000 ---	FAMILY & CONSUMER EC	52,800.00	38,010.54	54,562.00	2,542.65	52,019.35
10 E --- --- 136000 ---	TECH ED	140,660.00	128,370.02	130,471.00	13,422.85	117,048.15
10 E --- --- 139000 ---	OTHER VOC.EMPLOYABILITY SKILLS	1,100.00	9,380.44	0.00	0.00	0.00
10 E --- --- 13----- ---	VOCATIONAL CURRICULUM	307,900.00	282,018.37	299,352.00	29,346.42	270,005.58
10 E --- --- 141000 ---	HEALTH	61,311.00	54,211.77	49,186.00	4,107.39	45,078.61

ACCT. #	Obj	12-13	12-13	2013-14	2013-14	Unexpended
		Original Budget	FY Activity	Original Budget	FY Activity	Balance
10 E --- --- 143000 ---	PHYSICAL EDUCATION	163,223.00	167,458.61	182,124.00	11,827.21	170,296.79
10 E --- --- 14----- ---	PHYSICAL CURRICULUM	224,534.00	221,670.38	231,310.00	15,934.60	215,375.40
10 E --- --- 161306 ---	DRAMA CLUB - MASQUERS	0.00	0.00	3,737.00	0.00	3,737.00
10 E --- --- 161309 ---	Spanish Club	0.00	0.00	819.00	36.49	782.51
10 E --- --- 161310 ---	FUTURE BUSINESS LEADERS OF AM.	500.00	94.51	1,119.00	38.81	1,080.19
10 E --- --- 161311 ---	FUTURE FARMERS OF AMERICA	4,180.00	4,699.52	5,374.00	473.91	4,900.09
10 E --- --- 161312 ---	FCCLA	1,580.00	27.10	2,398.00	38.80	2,359.20
10 E --- --- 161320 ---	MATHEMATICS LEAGUE	90.00	90.00	675.00	117.71	557.29
10 E --- --- 161322 ---	NATIONAL HONOR SOCIETY	0.00	0.00	1,052.00	49.83	1,002.17
10 E --- --- 161333 ---	VOC.INDUSTRIAL CLUBS OF AM.	2,500.00	1,085.41	4,737.00	49.87	4,687.13
10 E --- --- 161336 ---	CHESS CLUB	0.00	0.00	819.00	38.73	780.27
10 E --- --- 161337 ---	STUDENT NEWSPAPER	0.00	0.00	1,169.00	55.45	1,113.55
10 E --- --- 161338 ---	YEARBOOK/ANNUAL STAFF	0.00	0.00	1,168.00	55.44	1,112.56
10 E --- --- 161339 ---	FORENSICS	1,700.00	1,335.30	3,149.00	397.07	2,751.93
10 E --- --- 162001 ---	ATHLETICS-GENERAL	4,460.00	5,359.78	5,025.00	5,119.98	-94.98
10 E --- --- 162105 ---	GIRLS BASKETBALL	12,058.00	17,742.88	19,356.00	257.55	19,098.45
10 E --- --- 162117 ---	GIRLS SOFTBALL	7,527.00	5,376.10	8,517.00	0.00	8,517.00
10 E --- --- 162121 ---	GIRLS VOLLEYBALL	15,081.00	15,214.46	15,548.00	4,554.71	10,993.29
10 E --- --- 162124 ---	GIRLS SWIMMING	13,766.00	11,756.52	16,024.00	7,535.37	8,488.63
10 E --- --- 162204 ---	BOYS BASEBALL	10,955.00	8,209.38	9,670.00	0.00	9,670.00

ACCT. #	Obj	12-13	12-13	2013-14	2013-14	Unexpended
		Original Budget	FY Activity	Original Budget	FY Activity	Balance
10 E --- --- 162205 ---	BOYS BASKETBALL	16,043.00	13,649.48	15,390.00	30.00	15,360.00
10 E --- --- 162210 ---	FOOTBALL	25,586.00	28,178.36	34,858.00	11,138.26	23,719.74
10 E --- --- 162212 ---	BOYS GOLF	4,530.00	5,081.63	4,904.00	0.00	4,904.00
10 E --- --- 162308 ---	BOYS/GIRLS XC	7,089.00	7,950.56	9,727.00	2,396.74	7,330.26
10 E --- --- 162319 ---	TRACK-BOYS/GIRLS	14,953.00	14,182.02	14,322.00	0.00	14,322.00
10 E --- --- 163302 ---	ALL BAND	0.00	0.00	1,285.00	60.92	1,224.08
10 E --- --- 163314 ---	SHOW CHOIR DIRECTOR	0.00	0.00	1,638.00	83.06	1,554.94
10 E --- --- 163315 ---	MUSICAL VOCAL DIRECTOR	0.00	0.00	701.00	0.00	701.00
10 E --- --- 163316 ---	MADRIGAL DIRECTOR	0.00	0.00	818.00	38.76	779.24
10 E --- --- 164311 ---	STUDENT COUNCIL	0.00	0.00	1,873.00	88.49	1,784.51
10 E --- --- 164318 ---	WATER BALLET	0.00	0.00	1,170.00	0.00	1,170.00
10 E --- --- 164390 ---	OTHER SCHOOL/PUBLIC SERVICE	0.00	0.00	748.00	35.42	712.58
10 E --- --- 16-----	CO-CURRICULAR	142,598.00	140,033.01	187,790.00	32,691.37	155,098.63
10 E --- --- 172000 ---	GIFTED/TALENTED	2,500.00	1,035.00	2,000.00	0.00	2,000.00
10 E --- --- 17-----	SPECIAL NEEDS	2,500.00	1,035.00	2,000.00	0.00	2,000.00
10 E --- --- 213000 ---	PUPIL SERVICES - GUIDANCE	219,100.00	220,293.23	216,203.00	25,848.72	190,354.28
10 E --- --- 215000 ---	PSYCHOLOGICAL SERVICES	2,947.00	11.94	0.00	0.91	-0.91
10 E --- --- 21-----	PUPIL SERVICES	222,047.00	220,305.17	216,203.00	25,849.63	190,353.37
10 E --- --- 221200 ---	CURRICULUM DEVELOPMENT	29,412.00	25,331.64	25,078.00	7,979.21	17,098.79
10 E --- --- 221300 ---	INST. STAFF SERV. - TRAINING	79,578.00	59,014.87	62,288.00	9,784.32	52,503.68

ACCT. #	Obj	12-13	12-13	2013-14	2013-14	Unexpended
		Original Budget	FY Activity	Original Budget	FY Activity	Balance
10 E --- --- 221900 ---	PARENT-IMPROVEMT OF INSTRUCTIO	900.00	0.00	1,150.00	3,186.51	-2,036.51
10 E --- --- 222000 ---	EDUCATIONAL MEDIA	214,952.00	218,990.17	214,913.00	10,778.89	204,134.11
10 E --- --- 222200 ---	LMC - INST SERVICE	53,495.00	52,137.85	49,495.00	6,660.35	42,834.65
10 E --- --- 222300 ---	A.V. MEDIA TECH,MATH,SCIENCE	3,715.00	3,715.00	3,715.00	1,114.50	2,600.50
10 E --- --- 223710 ---	VOCATIONAL ED. ADMINISTRATION	3,000.00	2,986.00	2,986.00	895.80	2,090.20
10 E --- --- 223900 ---	OTHER COORDINATION	0.00	0.00	0.00	7.59	-7.59
10 E --- --- 223910 ---	READING SPECIALIST	47,635.00	45,056.14	48,264.00	8,561.03	39,702.97
10 E --- --- 22-----	INSTRUCTIONAL STAFF SERVICES	432,687.00	407,231.67	407,889.00	48,968.20	358,920.80
10 E --- --- 231100 ---	BOARD OF EDUCATION	19,715.00	19,817.09	30,815.00	4,286.39	26,528.61
10 E --- --- 231400 ---	BD. OF ED. ELECTIONS	0.00	479.20	580.00	0.00	580.00
10 E --- --- 231500 ---	BOARD OF ED. LEGAL	5,000.00	7,327.76	8,000.00	173.00	7,827.00
10 E --- --- 231700 ---	BOARD OF ED. AUDIT	9,500.00	11,060.00	12,000.00	0.00	12,000.00
10 E --- --- 232100 ---	OFFICE OF SUPERINTENDENT	246,189.00	255,973.90	199,407.00	33,675.61	165,731.39
10 E --- --- 239000 ---	OTHER ADMINISTRATION	16,631.00	15,000.00	15,500.00	104.00	15,396.00
10 E --- --- 23-----	GENERAL ADMINISTRATION	297,035.00	309,657.95	266,302.00	38,239.00	228,063.00
10 E --- --- 241000 ---	OFFICE OF PRINCIPAL	575,717.00	513,156.01	566,746.00	75,132.81	491,613.19
10 E --- --- 24-----	BUILDING ADMINISTRATION	575,717.00	513,156.01	566,746.00	75,132.81	491,613.19
10 E --- --- 252000 ---	FISCAL	154,065.00	166,524.29	241,826.00	57,839.38	183,986.62
10 E --- --- 253200 ---	OPERATION-SITES	8,910.00	10,178.46	14,600.00	342.00	14,258.00
10 E --- --- 253300 ---	OPERATION OF BUILDINGS	828,660.00	790,998.39	813,792.00	152,987.33	660,804.67

ACCT. #	Obj	12-13	12-13	2013-14	2013-14	Unexpended
		Original Budget	FY Activity	Original Budget	FY Activity	Balance
10 E --- --- 254200 ---	MAINTENANCE-SITES	2,500.00	10,490.56	4,000.00	639.87	3,360.13
10 E --- --- 254300 ---	MAINTENANCE-BUILDINGS	79,700.00	106,824.30	76,200.00	7,297.72	68,902.28
10 E --- --- 254410 ---	REPAIR INSTRUCT EQUIP	11,000.00	11,675.75	11,800.00	6,485.92	5,314.08
10 E --- --- 254490 ---	REPAIR OTHER EQUIP	4,500.00	5,342.94	5,500.00	995.18	4,504.82
10 E --- --- 254500 ---	MAINTENANCE-VEHICLES	4,200.00	4,835.46	3,600.00	75.40	3,524.60
10 E --- --- 255300 ---	REMODELING	5,000.00	0.00	0.00	0.00	0.00
10 E --- --- 256710 ---	FLEET PUPIL TRANSPORTATION	646,000.00	648,712.62	667,100.00	76,770.72	590,329.28
10 E --- --- 256720 ---	SHUTTLE SERV. TRANSPORTATION	3,780.00	2,691.82	2,800.00	0.00	2,800.00
10 E --- --- 256730 ---	PARENT TRANSPORTATION	1,500.00	2,195.01	2,300.00	53.28	2,246.72
10 E --- --- 256742 ---	CO-CURRICULAR PUPIL TRANSPORTA	11,202.00	12,111.75	12,500.00	0.00	12,500.00
10 E --- --- 256743 ---	ATHLETIC PUPIL TRANSPORTATION	35,585.00	34,127.76	36,000.00	0.00	36,000.00
10 E --- --- 256751 ---	EEN PUPIL TRANSPORTATION	0.00	1,643.40	0.00	0.00	0.00
10 E --- --- 256770 ---	FIELD TRIP TRANSPORTATION	6,315.00	4,639.81	5,000.00	0.00	5,000.00
10 E --- --- 258100 ---	ANCILLARY SUPPORT-INTERNAL SER	880.00	880.00	880.00	264.00	616.00
10 E --- --- 258300 ---	DELIVERY SERVICE-CESA	1,430.00	1,380.00	1,300.00	390.00	910.00
10 E --- --- 258400 ---	COPYING/DUPLICATING	46,500.00	45,485.50	46,500.00	6,880.03	39,619.97
10 E --- --- 25-----	BUSINESS ADMINISTRATION	1,851,727.00	1,860,737.82	1,945,698.00	311,020.83	1,634,677.17
10 E --- --- 262100 ---	DIRECTION OF SYSTEMOLOGY	4,030.00	4,150.00	4,300.00	1,290.00	3,010.00
10 E --- --- 263300 ---	PUBLIC INFORMATION	40,300.00	33,322.55	38,000.00	6,590.27	31,409.73
10 E --- --- 264500 ---	STAFF HEALTH SERVICES	3,500.00	797.80	1,000.00	105.00	895.00

ACCT. #	Obj	12-13	12-13	2013-14	2013-14	Unexpended
		Original Budget	FY Activity	Original Budget	FY Activity	Balance
10 E --- --- 266000 ---	TECHNOLOGY COORD/PROJECTS	286,380.00	264,697.17	235,847.00	46,627.22	189,219.78
10 E --- --- 26----	CENTRAL SERVICES	334,210.00	302,967.52	279,147.00	54,612.49	224,534.51
10 E --- --- 270000 ---	INSURANCE	119,137.00	115,501.29	125,988.00	101,571.93	24,416.07
10 E --- --- 27-----	INSURANCE	119,137.00	115,501.29	125,988.00	101,571.93	24,416.07
10 E --- --- 280000 ---	DEBT SERVICE	1,300.00	0.00	1,500.00	0.00	1,500.00
10 E --- --- 28-----	DEBT SERVICE	1,300.00	0.00	1,500.00	0.00	1,500.00
10 E --- --- 291000 ---	EARLY RETIREMENT	180,000.00	190,098.05	224,500.00	4,308.89	220,191.11
10 E --- --- 292000 ---	CESA GEN. ADMINISTRATION	2,250.00	2,196.00	2,196.00	658.80	1,537.20
10 E --- --- 29-----	OTHER SUPPORT SERVICES	182,250.00	192,294.05	226,696.00	4,967.69	221,728.31
10 E --- --- 410000 ---	INTERFUND OPERATING TRANSFERS	900,000.00	865,377.27	1,011,017.00	0.00	1,011,017.00
10 E --- --- 41-----	INTERFUND OPERATING TRANSFERS	900,000.00	865,377.27	1,011,017.00	0.00	1,011,017.00
10 E --- --- 431000 ---	GEN.TUITION	0.00	236.24	0.00	0.00	0.00
10 E --- --- 431100 ---	TUITION RURAL VIRTUAL ACADEMY	3,000.00	12,734.00	18,500.00	0.00	18,500.00
10 E --- --- 431122 ---	TUITION DL ENGLISH	11,700.00	15,260.51	19,720.00	0.00	19,720.00
10 E --- --- 431123 ---	TUITION DL FOREIGN LANG	9,620.00	11,041.77	27,671.00	0.00	27,671.00
10 E --- --- 431124 ---	TUITION DL MATH	0.00	0.00	4,337.00	0.00	4,337.00
10 E --- --- 431126 ---	TUITION DL SCIENCE	1,110.00	490.98	3,085.00	0.00	3,085.00
10 E --- --- 431127 ---	TUITION DL SOC.STDIES	5,180.00	3,786.64	1,606.00	0.00	1,606.00
10 E --- --- 431129 ---	ALTERNATIVE SCHOOL	35,200.00	32,452.18	40,650.00	0.00	40,650.00
10 E --- --- 431132 ---	TUITION DL BUS.EDUC.	2,800.00	2,413.12	5,500.00	0.00	5,500.00

ACCT. #	Obj	12-13	12-13	2013-14	2013-14	Unexpended
		Original Budget	FY Activity	Original Budget	FY Activity	Balance
10 E --- --- 431134 ---	TUITION DL HEALTH OCCUP.	5,480.00	8,508.66	13,594.00	0.00	13,594.00
10 E --- --- 431138 ---	SIGN DL LANGUAGE	1,110.00	0.00	1,071.00	0.00	1,071.00
10 E --- --- 431152 ---	EARLY CHILDHOOD	2,000.00	2,000.00	2,000.00	0.00	2,000.00
10 E --- --- 433000 ---	CO-CURRICULAR COOP PROG CHARGE	0.00	0.00	2,800.00	0.00	2,800.00
10 E --- --- 435000 ---	TUITION OPEN ENROLLMT	631,764.00	580,321.00	857,584.00	0.00	857,584.00
10 E --- --- 43-----	GEN. TUITION PAYMENTS	708,964.00	669,245.10	998,118.00	0.00	998,118.00
10 - --- --- -----	GENERAL FUND	10,194,138.00	9,978,118.08	10,765,136.00	1,153,893.69	9,611,242.31

ACCT. #	Obj	12-13 Original Budget	12-13 FY Activity	2013-14 Original Budget	2013-14 FY Activity	Unexpended Balance
Grand Expense Totals		10,194,138.00	9,978,118.08	10,765,136.00	1,153,893.69	9,611,242.31

Number of Accounts: 1256

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

POLICY DEVELOPMENT

Policies may be revised, added to, or amended, at a regular meeting of the board by a majority vote of the members. Proposed amendments may be voted upon at a meeting subsequent to their presentation.

The board shall review policy periodically.

The operation of any section or sections of these policies, not established by law, may be temporarily suspended by a majority vote of the board at a regular or special meeting.

The complete policy book is accessible for the public on the District website. The following people shall have a copy of board policies and should be notified whenever revisions, additions, amendments and/or deletions are made:

All District Buildings
~~All Administrators~~
~~All Building LMC's~~
School Board Members (If Requested)
Any other persons deemed necessary.

POLICY DEVELOPMENT PROCEDURE

Suggestions for policy and revisions are referred to the policy committee for initial consideration and formulating new recommendations to the Board. Each policy recommended will be presented for approval at two successive meetings of the Board – i.e. “a first reading” by motion to accept this first reading (or with changes) and by motion for an “approval”. All approved policies will have an approval date printed on the policy.

LEGAL REFERENCE: Wisconsin Stat. 118.01
CROSS REFERENCE: Policy #185 – Board Committees
 Rule #185 – Board Standing Committee Duties

BOARD COMMITTEES

The Board functions at the regular and special meeting of the Board as a Committee of the whole.

The President has discretion to appoint and dissolve temporary committees.

The function of all committees shall be fact-finding and advisory. They will meet from time to time to consider matters in more specific detail and understanding than can normally be considered during the proceedings of a Board meeting. All committees may make recommendations for Board action but shall not have legislative or administrative power except when granted authority and power to act by majority vote of the Board of Education.

All Board of Education members are to be notified of all scheduled committee meetings. Board members who desire to attend a committee meeting but who are not appointed members of the committee **should** must notify the superintendent's office 48 hours prior to the meeting. ~~so that the meeting notice may be altered to reflect its posting as a "Board of Education" meeting in compliance with Wisconsin's Open Meeting Law.~~

The Superintendent of Schools shall be considered a consultant of all committees.

The committees will be subject to an annual review by total Board as to the value and need of the committee for another year.

Public notice of committee meetings will be given in accordance with state statute and established procedures.

LEGAL REFERENCE: Wisconsin Stats. 19.84

CROSS REFERENCE: Policy #185-Rule – Standing Committee Duties

2.04 Fair Labor Standards Act

Certain types of workers are exempt from the minimum wage and overtime pay provisions, including bona fide executive, administrative, and professional employees who meet regulatory requirements under the Fair Labor Standards Act [FLSA]. For non-exempt employees, issues concerning overtime, compensatory time off and minimum wage are found in [Appendix Part I - 2.04A](#). Notification of rights under the FLSA is set forth in the employment poster section in [Appendix Part I - 2.04B](#).

2.05 Family and Medical Leave Act

- A. **Notification of Benefits and Leave Rights:** Since the District has an employee handbook or other written policy concerning employee benefits or leave rights, information concerning FMLA entitlements and employee obligations under the FMLA is included in the *Handbook* as required by federal law. The District shall post the text of the notice contained in the following link in the appendix and in a conspicuous place where notices to employees and applicants are customarily placed:
<http://www.dol.gov/whd/regs/compliance/posters/fmla.htm>. See 29 U.S.C. § 2619(a); 29 C.F.R. § 825.300(a)(1). The notice is posted at the Colby District Education Center.
- B. **Eligibility Notice.** When an employee requests FMLA leave, or when the employer acquires knowledge that an employee's leave may be for an FMLA-qualifying reason, the employer must notify the employee, **within five business days**, of the employee's eligibility to take FMLA leave ~~within five business days~~, absent extenuating circumstances. 29 C.F.R. § 825.300(b).
- C. **Rights and Responsibilities Notice.** The District shall provide written notice outlining specific obligations of the employee and explaining any consequences of not meeting those requirements. 29 C.F.R. § 825.300(c). The District is satisfying this notice requirement by directing the employee to the following website, which combines the eligibility notice and the rights & responsibilities notice into a single form: U.S. DEP'T OF LABOR, *Notice of Eligibility and Rights & Responsibilities (FMLA)*, available at <http://www.dol.gov/whd/forms/WH-381.pdf>.
- E. **Designation Notice.** The District shall "inform employees in writing whether leave requested under the FMLA has been determined to be covered under the FMLA." U.S. DEP'T OF LABOR, *Designation Notice (Family and Medical Leave Act)*, available at <http://www.dol.gov/whd/forms/WH-382.pdf>. See 29 C.F.R. § 825.300(d).

2.06 Immigration Law Compliance

The District is committed to employing only United States citizens and aliens who are authorized to work in the United States. Therefore, in accordance with the Immigration Reform and Control Act of 1986, employees must complete an I-9 form before commencing work and at other times prescribed by applicable law or District policy.

<http://www.uscis.gov/files/form/i-9.pdf>

2.07 Harassment and Bullying

The District is committed to providing fair and equal employment opportunities and to providing a professional work environment free of all forms of harassment and bullying. The District shall not tolerate harassment based on any personal characteristic described above in section 2.02. Harassment and other unacceptable activities that could alter conditions of employment, or form a basis for personnel decisions, or interfere with an employee's work performance are specifically prohibited. Sexual harassment, whether committed by supervisory or non-supervisory personnel, is unlawful and also specifically prohibited. In addition, the District shall not tolerate acts of non-employees (volunteers, vendors, visitors, etc.) that have the effect of harassing District employees in the workplace. Harassment can occur as a result of a single incident or a pattern of behavior where the purpose or effect of such behavior is to create an intimidating, hostile or offensive working environment. Harassment encompasses a broad range of physical and verbal behavior that can include, but is not limited to, the following:

- A. Unwelcome sexual advances, comments or innuendos;
- B. Physical or verbal abuse;
- C. Jokes, insults or slurs based on any personal characteristic described above in section 2.02 (*Such comments are unacceptable whether or not the individual within the protected class is present in the workplace to overhear them and whether or not a member of a class professes to tolerate such remarks*);
- D. Taunting based on personal characteristics described above in section 2.02; and/or

or consanguinity to another employee or applicant shall not participate in any decision to hire, retain, promote, evaluate or determine the salary of that person.

- B. **Definition:** For the purposes of this *Handbook*, a "relationship by affinity" is defined as one that includes, but is not limited to, a relationship which an individual has with his or her spouse, designated partner, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, adoptive sibling, adoptive child, adoptive parent, adoptive first cousin, a financial dependent or co-dependent [for example sharing the same place of residence]. A "relationship by consanguinity" is defined as a relationship which an individual has with a blood relative that extends to first cousin. The phrase "decision to hire" includes every aspect of the hiring process.
- C. **Employee Reporting Requirements:** Should a District employee be called upon to participate in a decision to hire, retain, promote, evaluate, or determine the salary of a person related to him or her by affinity or consanguinity, as defined above, the employee shall refrain from participating in such decision and shall instead delegate his or her decision making authority regarding that person to the District Administrator or his or her designee. Should the District Administrator be called upon to participate in a decision to hire, retain, promote, evaluate or determine the salary of a person related to him or her by affinity or consanguinity as defined above, he or she shall refrain from participating in such decision and shall instead delegate his or her decision making authority in regard to the employment status of that person (i.e., decision to hire, retain, promote, evaluate, etc.) to another employee of the District.

3.25 Operators of District Vehicles, Mobile Equipment and Persons Who Receive Travel Reimbursement

- A. **Allowances or Mileage Reimbursement:** All employees who drive a District vehicle, operate mobile equipment, or receive a District travel allowance or mileage reimbursement may be requested to undergo an annual driver's license record check. Mobile equipment includes but is not limited to such equipment as street vehicles (cars/trucks), tractors, riding lawnmowers, forklifts, pallet jacks, trenchers, and golf carts. Mileage reimbursement amounts are set forth in Part I, Section 7.01. It is expected that employees drive a school vehicle when applicable, and all planned mileage reimbursements should be preapproved by administration.
- B. **Notice of Traffic Violations:** All employees who drive a District vehicle, operate mobile equipment, or receive a District travel allowance or mileage reimbursement must notify their immediate supervisors immediately of any driving citation or conviction of a traffic violation. Supervisors receiving such notice will immediately notify the District Administrator. Payment for any citations received while driving a District vehicle is the responsibility of the driver. The reporting provision applies to citations or convictions as a result of operating either a District vehicle or personal vehicle.
- C. **Drivers:** All drivers of motor vehicles owned by the District and used for the transportation of pupils shall be under written contract with the Board. *See* WIS. STAT. § 121.52(2).
- D. **Personal Transportation Utilized for School Use**
 - *Employee Transportation of Students in Personal Vehicles is Strongly Discouraged****
 - 1. **Car Insurance**

Employees who transport students for school activities in their cars shall carry minimum insurance policy limits of \$500,000 combined single limit (CSL) liability, \$250,000/\$500,000 bodily injury and \$100,000 property damage. A minimum of private car transportation will be utilized. Employees must notify and receive approval from the building principal prior to transporting students in private cars for school activities. Such approval shall be in compliance with all applicable state and federal laws and administrative code provisions and shall include, but not be limited by enumeration, a review of the employee's driving record and an examination of the vehicle. *See Wis. Stats. § 121.555.*
 - 2. **Personal Vehicle Reimbursement**

Damage to personal vehicles while used as authorized above for transporting students for school activities may be reimbursed by the District, in its discretion, provided the District's maximum reimbursement shall not exceed the deductible amount to a maximum deductible amount of five hundred dollars (\$500.00). No such reimbursement shall be provided where the employee is found to be liable in any degree for the damage to the personal vehicle.
 - 3. All transportation will be done in accordance with Board policy.

written rebuttal statement and have that rebuttal attached to the disputed record. If the District intends to release the disputed record to a third party, the District must also release the attached employee rebuttal statement to the third party. § 103.13(4) Wis. Stats.

3.31 Personnel – Student Relations

All District personnel will recognize and respect the rights of students, as established by local, state, and federal law. Employees shall, at all times, maintain a professional relationship and exhibit a professional demeanor in their interactions with students. Further, employees shall refrain from engaging in any actions or conduct of a sexual nature (verbal or physical) directed toward a student, including, but not limited to, sexual advances, activities involving sexual innuendo, or requests for sexual favors or sexually explicit language or conversation. Employees shall not form inappropriate social or romantic relationships with students, regardless of whether or not the student is 18 years old. Employees shall not use profane or obscene language or gestures in the workplace.

3.32 Physical Examination

- A. Examination: Upon initial employment and thereafter, physical examinations shall be required of District employees in accordance with section 118.25 of the Wisconsin statutes. Upon initial employment, evidence that employees are of sound health, sufficient to perform the essential functions of their assignment, is necessary to make binding the offer of employment or the initial contract, as applicable, with the District.
- B. Fitness for Duty: The District may require a physical and/or mental examination at the expense of the District where reasonable doubt arises in the minds of the District concerning the current health of the employee and/or the ability of the employee to perform essential functions of the job with or without reasonable accommodation, and consistent the limitations imposed by applicable state and federal law. Failure to comply with this request or failure to provide a doctor’s certification of sufficiently sound health to perform duties assigned may result in discipline up to and including discharge/termination.

3.33 Political Activity

Employees may exercise the rights and privileges of any citizen in matters of a political nature consistent with the following restrictions ([Board Policy #522.5](#)):

- A. No school employee shall:
 1. In the presence of any student, and
 2. During hours for which pay is received or while the employee is otherwise acting within the scope of their employment, engage in any activity for the solicitation, promotion, election, or defeat of any referendum, candidate for public office, legislation, or political action. When not engaged in the performance of their duties (e.g., during designated break periods) and when no students are present, employees who are at a work location may engage in private conversations with non-students or in other personal activities that address, for example, political topics.
- B. During established hours of employment or while an employee is engaged in his/her official duties, no employee or other person may solicit or receive from any employee any contribution or service for any political purpose, where a “political purpose” includes an act done for the purpose of influencing the election or nomination for election of a person to office. Furthermore, no person may enter any District building, office or facility in order to request, make or receive a contribution for a political purpose.
- C. No school employee shall use in any way the classrooms, buildings, or pupils for the purpose of solicitation, promotion, election, or defeat of any referendum, candidate for public office, legislation, or political action. This provision does not apply to use of District facilities by employees for events or activities that are not within their scope of employment and that are held pursuant to the District’s policies regarding facilities use by third parties.
- D. No school employee shall make use of school equipment or materials for the purpose of solicitation, promotion, election, or defeat of any referendum, candidate for public office, legislation, or political action.
- E. This section does not apply to the provision of information by school employees in connection with any election, referendum, or legislation where authorized by the school board or District Administrator and where consistent with legal limitations on the use of public funds and school District resources.

engage in any work-related activities during breaks used to express milk.

Jokes or harassment based on breastfeeding will not be tolerated. If an employee is the subject of such jokes or harassment on that basis, she shall report the incident(s) up the chain of command.

3.46 Staff Use of Force to Maintain Student Discipline

A. Corporal punishment and staff use of reasonable and necessary force to maintain student discipline.

1. Staff is prohibited from using corporal punishment on students. "Corporal punishment" means the intentional infliction of physical pain which is used as a means of discipline. "Corporal punishment" includes, but is not limited to, paddling, slapping or prolonged maintenance of physically painful positions, when used as a means of discipline. "Corporal punishment" does not include actions consistent with an individualized education program or reasonable physical activities associated with athletic training.
2. Staff may use reasonable and necessary force for the purposes described below. The use of reasonable and necessary force for such purposes is not prohibited corporal punishment:
 - a. To quell a disturbance or prevent an act that threatens physical injury to any person.
 - b. To obtain possession of a weapon or other dangerous object within a student's control.
 - c. For the purpose of self-defense or the defense of others under § 939.48 Wis. Stat.
 - d. For the protection of property under § 939.49 Wis. Stat.
 - e. To remove a disruptive student from a school premises or motor vehicle, or from school-sponsored activities.
 - f. To prevent a student from inflicting harm on himself or herself.
 - g. To protect the safety of others.
 - h. Staff may use incidental, minor or reasonable physical contact designed to maintain order and control.

B. Staff is prohibited from conducting a strip search of any student.

C. Seclusion and Physical Restraint of Students

1. Staff is prohibited from using seclusion as a means to discipline students or control student conduct except where authorized in advance by the administration and then only in a manner consistent with state law (§ 118.305 Wis. Stat.). "Seclusion" means the involuntary confinement of a student, apart from other students, in a room or area from which the student is physically prevented from leaving.
2. Staff is prohibited from using physical restraint as a means to discipline students or control student conduct except where authorized in advance by the administration or in the case of an emergency as described below and then only in a manner consistent with state law (§ 118.305 Wis. Stat.). "Physical restraint" means a restriction that immobilizes or reduces the ability of a student to freely move his or her torso, arms, legs, or head.
 - a. Except as is provided in subsection b, below, no employee may use physical restraint unless that employee has received training in the use of physical restraint as required by state law (§ 118.305(6) Wis. Stat.).
 - b. Staff who has not received training in the use of physical restraint may use physical restraint on a student at school only in an emergency and only if staff trained in the use of physical restraint under is not immediately available due to the unforeseen nature of the emergency.
3. Nothing in this section prohibits staff from doing any of the following at school if the student is not confined to an area from which he or she is physically prevented from leaving:
 - a. Directing a student who is disruptive to temporarily separate him or herself from the general activity in the classroom to allow the student to regain behavioral control and staff to maintain or regain classroom order.
 - b. Directing a student to temporarily remain in the classroom to complete tasks while other students participate in activities outside the classroom.
 - c. Briefly touching or holding a student's hand, arm, shoulder, or back to calm, comfort, or redirect the student.

scheduled outside of the employee's regularly scheduled work hours.

3. Required appearances in court of law involving no moral turpitude on the part of the employee and only as a witness or defendant.

B. Definitions: the following definitions apply under this section:

1. Immediate Family:

- a. Child: means a natural, adopted, foster or treatment foster child, a stepchild or a legal ward.
- b. Parent: means a natural parent, foster parent, treatment foster parent, adoptive parent, stepparent or legal guardian of an employee or an employee's spouse or domestic partner.
- c. Spouse: means an employee's legal husband or wife.

2. Serious Health Condition: means a disabling physical or mental illness, injury, impairment or condition involving any of the following:

- a. Inpatient care in a hospital, nursing home, or hospice.
- b. Outpatient care that requires continuing treatment or supervision by a health care provider.

C. Sick Leave Increments: Sick leave may be allowed in increments of one-half hour.

9.03 Sick Leave Accumulation

Sick leave for employees will accumulate for full-time and part-time employees to a maximum of 100 days.

9.04 Pay for Unused Sick Leave

- A. **Retirement**: Employees eligible for retirement will be compensated at forty (\$40) per day for each whole day of unused sick leave. The maximum number of eligible days shall be one hundred (100). Employees with more than one hundred (100) accumulated days as of July 1, 2007, will be grandfathered for the purpose of this retirement pay provision. No retirement pay will be made to any employee dismissed with discipline.
- B. **Severance**: Employees not eligible for retirement will be paid ten (\$10) per day for each whole day of unused sick leave. The maximum number of eligible days shall be one-hundred (100). Employees with more than one-hundred (100) accumulated days as of July 1, 2007, will be grandfathered for the purpose of this retirement pay provision. No severance pay will be made to any employee dismissed with discipline.
- C. **Buy-Back**: At the end of each year, persons with more than one hundred (100) maximum cumulative days of sick leave and those with a grandfathered total greater than one hundred (100), will be paid for those days at the rate of twenty-five (\$25) per day for full days.

9.05 Sick Leave and Long-term Disability

In the event an employee becomes eligible for benefits under the District's long term disability insurance program, the employee will no longer receive paid sick leave.

9.06 Reporting Procedure - Doctor's Certificate

If at all possible, each employee shall be required to inform his/her supervisor prior to his/her normal daily starting time of his/her need to be absent for one of the reasons stated in 9.02 above. Whenever the supervisor deems such verification appropriate, the employee may be required to furnish the District with a certificate of illness signed by either a licensed physician or a nurse practitioner. Such certificate should include a statement releasing the employee to return to work and a statement as to whether any limitations or restrictions are placed upon the work which may be performed. Nothing in this section shall be interpreted as limiting the District's ability to discipline or discharge employees for excessive absenteeism.

9.07 Holidays during Sick Leave

In the event that a paid holiday falls within a period when an employee is on accumulated sick leave, it shall be charged as a paid holiday and not deducted from the employee's earned sick leave.

9.08 Sick Leave Listing

Each employee will be provided access to a current summary listing of his/her sick leave usage during the previous employment year.

9.09 Accessing Employee Emergency Sick Leave Pool

Annually by October 1 employees of the School District of Colby may designate that a contribution of from one to five

military orders. The request shall be submitted to the District Administrator or his/her designee.

SECTION 14. UNPAID LEAVES OF ABSENCE

14.01 Medical Leave

A. Application Procedures: All requests for an unpaid medical leave of absence, other than emergencies, must be submitted to the District at least thirty (30) days prior to the date that other available leave (FMLA, accumulated sick leave, etc.) would be exhausted. Such application will be reviewed and processed by the District Administrator and shall be granted or denied in his/her sole discretion. Generally, an employee seeking unpaid leave will be required to fully exhaust any available and accrued paid leave that is available for the purpose. The request must be accompanied by a physician's statement attesting to the medical condition(s), work limitations, and anticipated duration of the leave. The District reserves the right to request interim statements from the physician. The unpaid medical leave of absence shall not exceed one (1) calendar year from the date the employee last performed work for the District, unless the employee is eligible for long-term disability benefits as provided for under [Part I, Section 15.05](#). If the employee is eligible for long-term disability benefits at the time any request for unpaid medical leave is being evaluated, the District shall grant an unpaid medical leave due to disability for up to a total leave period of twenty-four (24) months. Unpaid leave may be granted in shorter increments than the above-state maximum total lengths, and then reviewed as necessary for a possible extension. The above-stated maximum total unpaid leave periods may be extended, if necessary, to comply with state and/or federal law.

~~Application Procedures: All requests for an unpaid medical leave of absence, other than emergencies, must be submitted to the District at least thirty (30) days prior to the anticipated beginning of the leave. Such application will be reviewed and processed by the District Administrator and shall be granted or denied in his/her sole discretion. The request must be accompanied by a physician's statement attesting to the disability and anticipated duration of the leave. The District reserves the right to request interim statements from the physician. The unpaid medical leave of absence shall not exceed one (1) calendar year, unless the employee is eligible for long-term disability. If the employee is eligible for long-term disability benefits, the District shall grant an unpaid medical leave due to disability for up to a total leave period of twenty-four (24) months.~~

B. Benefits During Leave:

1. Length of service and other benefits shall not accrue during such leave.
2. The employee may continue health insurance during the leave of absence by remitting the full premium amounts to the District. The continuation of health insurance at the employee's expense is contingent upon the health insurance carrier allowing such a benefit. If the premium is not received by the first of the month, the employee's insurance coverage shall be terminated.
3. During the unpaid leave, the employee shall retain accumulated paid leave, but shall not accrue any additional paid leave during the unpaid leave.

C. Placement upon Return from Leave: The employee shall notify the District Administrator or his/her designee of the employee's intent to return to work at least forty-five (45) days prior to the expiration of the leave. If the employee does not provide such notice, he/she will be deemed to have resigned from his/her position with the District as of the expiration date of the leave. Upon return from any leave of absence, the employee may be returned to his or her former position, if available. If the former position is not available as determined by the District, the employee shall be returned to a position equivalent in terms of percentage of contract unless the employee's percentage of contract was reduced or increased due to nonrenewal or reduction in force, whichever is applicable.

The employee shall be eligible to return to duty from an unpaid medical leave of absence when he/she is physically able provided:

1. The employee has previously indicated his/her intent to return to duty following the expiration of the medical leave.
2. The employee provides his/her physician's certification that he/she is able to return to work. The District reserves the right to designate another physician to verify or refute the employee's physician's certification. If the two physicians' certifications are in conflict, a third mutually agreed to physician will issue a physician's certification. The third physician's certification will be binding on the parties. The

District will pay all costs associated with the second and third physician's certification.

- D. Failure to Return after Expiration of Leave: In the event the employee does not return to work following the expiration of the leave, and subject to applicable legal restrictions, he/she will be deemed to have resigned his/her position with the District and waived any and all rights to further employment by the District.
- E. Interaction with Family and Medical Leave Provisions: Unpaid medical leave, the term of such leave and participation in insurance programs under this section as provided for above shall run concurrent with any leave(s) provided for under the Wisconsin Family and Medical Leave Act and/or under the federal Family and Medical Leave Act.

14.02 Child Rearing Leave

- A. Application Procedures: The employee shall make written application for an unpaid child rearing leave to the District Administrator at least 30 days in advance unless the employee is unable to provide such notice due to medical reasons, or in the case of an adoption, the employee is unable to provide such advance notice due to the placement requirements of the adoption process. The application for an unpaid child rearing leave shall include acceptable medical or legal (for adoption) verification and the anticipated date of beginning the leave and return to work. Such application will be reviewed and processed by the District Administrator and shall be granted or denied in his/her sole discretion. **Generally, an employee seeking unpaid leave will be required to fully exhaust any available and accrued paid leave that is available for the purpose.**
- B. Duration of the Unpaid Child Rearing Leave: The maximum length of the leave shall be limited as follows:
 1. Child born or adopted during the summer vacation – the following two semesters.
 2. Child born or adopted during the first semester – the balance of that semester plus the second semester.
 3. Child born or adopted during the second semester – the balance of that semester plus the first semester of the following school year.

Shorter leave and/or an early return from the leave shall only be upon the mutual agreement of the employee and the Board.

- C. Benefits during the unpaid child rearing leave:
 1. The child rearing leave is an unpaid leave.
 2. During the unpaid child rearing leave, the employee may continue participation in insurance programs at his/her own expense subject to approval of the carrier. If the premium is not received by the **due date established by the District, first of the month**, the employee's insurance coverage shall be terminated.
 3. During the unpaid child rearing leave, the employee shall retain accumulated paid leave, but shall not accrue any additional paid leave during the unpaid child rearing leave.
- D. Return from the Unpaid Child Rearing Leave: The employee shall notify the District Administrator or his/her designee of the employee's intent to return to work at least forty-five (45) days prior to the expiration of the leave. If the employee does not provide such notice he/she will be deemed to have resigned from his/her position with the District as of the expiration date of the leave. Upon return from any leave of absence, the employee may be returned to his or her former position, if available. If the former position is not available as determined by the District, the employee shall be returned to a position equivalent in terms of percentage of contract unless the employee's percentage of contract was reduced or increased due to nonrenewal and/or layoff, whichever is applicable.
- E. Interaction with family and medical leave provisions: **The term (i.e. length) of any approved unpaid child-rearing leave shall run concurrent with any Child-rearing leave, the term of such leave and participation in insurance programs under this section as provided for above shall run concurrent with any family leave(s) provided for under the Wisconsin Family and Medical Leave Act and/or under the Federal Family and Medical Leave Act.**

14.03 Unpaid Leave of Absence – For Other than Medical and Child Rearing Reasons

- A. Application Procedures: All requests for other unpaid leave of absence, other than emergencies, must be submitted to the District at least 30 days prior to the anticipated beginning of the leave. Such application will be reviewed and processed by the District Administrator and shall be granted or denied in his/her sole discretion. Requests for more than 30 days will require Board of Education approval. The unpaid leave of absence shall not exceed one (1) calendar year. **Generally, an employee seeking unpaid leave will be required to fully exhaust any available and accrued paid leave that is available for the purpose.**

- B. Benefits During Leave:
1. Length of service and other benefits shall not accrue during such leave.
 2. The employee may continue health insurance during the leave of absence by remitting the full premium amounts to the District. The continuation of health insurance at the employee's expense is contingent upon the health insurance carrier allowing such a benefit. If the premium is not received by the **due date established by the District**, ~~first of the month~~, the employee's insurance coverage shall be terminated.
 3. During the unpaid leave, the employee shall retain accumulated paid leave, but shall not accrue any additional paid leave during the unpaid child rearing leave.
- C. Placement upon Return from Leave: The employee shall notify the District Administrator or his/her designee of the employee's intent to return to work at least forty-five (45) days prior to the expiration of the leave. If the employee does not provide such notice he/she will be deemed to have resigned from his/her position with the District as of the expiration date of the leave. Upon return from any leave of absence, the employee may be returned to his or her former position, if available. If the former position is not available as determined by the District, the employee shall be returned to a position equivalent in terms of percentage of contract unless the employee's percentage of contract was reduced or increased due to nonrenewal or reduction in force, whichever is applicable.

SECTION 15. BENEFITS APPLICABLE TO ALL EMPLOYEES

15.01 Cafeteria Plan/Flexible Spending Account

The District will provide an Internal Revenue Service authorized cafeteria plan/flexible spending account [FSA] under applicable sections of the Internal Revenue Code (§ 105, § 106, § 125 and § 129) to permit employees to reduce their salary and contribute to an FSA to cover the following expenses:

- A. Payment of insurance premium amounts (IRC § 106);
- B. Permitted medical expenses not covered by the insurance plan (IRC § 105) to the maximum permitted per calendar year until August 31, 2012, and
- C. Dependent care costs (IRC § 129) subject to the limitations set forth in the Internal Revenue Service Code.

Effective September 1, 2012: An employee may designate, under the flexible reimbursement plan/cafeteria plan, a maximum of two thousand five hundred dollars (\$2,500) of eligible health and dental care expenses not covered by the insurance plan (IRS Code § 105, § 125) per plan year.

Payments and the designation of amounts to be contributed to the employee's account will be subject to the procedures, rules and regulations of the plan's administrating agency. The provision of this plan shall be contingent upon the continuance of this benefit under the applicable Internal Revenue Code Sections (§ 105, § 106, § 125 and § 129).

15.02 Health/Dental Insurance

The Board of education shall provide health insurance and may provide dental insurance to eligible employees. The District shall establish an annual budget for health and dental insurance for employees. The District's Health Insurance Committee shall negotiate rates, premiums and plan specifics with vendors and annually present this information to the Board. The Board will make the final decision and approval of the insurance plans. Plan specifics are available in [Appendix Part I – 15.02](#).

A. Eligibility.

1. Minimum Hours for Any Board Contribution: An employee whose individual contract has an assignment of at least fifty percent of full-time equivalency [50%] is eligible to participate in the District's insurance. For purposes of employees' eligibility for health insurance, full-time equivalency is defined as 35 hours per week during the school year. Hours worked beyond those set forth in the individual contract shall not be used to determine insurance eligibility or insurance contributions. Such hours excluded may include, but not be limited by enumeration, the following: extended contracts, summer classes, co-curricular assignments, substitute assignments, etc. Employees whose assignments are less than fifty percent of a full-time equivalency [50%] are not eligible to participate in the District's insurance and are not eligible for any District premium contribution.
2. Pro-ration of District Contributions: An employee whose individual contract has an assignment of at

least fifty percent [50%] of a full-time equivalency, but less than a full-time one hundred percent [100%] assignment, shall have the District's contribution prorated, consistent with the employee's percentage of employment.

3. Both Spouses Employed by the District: If both spouses are employed by the District and are eligible for insurance, the employees shall be eligible for two single plans or one family plan. The premium contributions for spouses shall be no different than the premium contribution for a similarly-situated employee whose spouse does not work for the District. As such, the following options exist for such spouses:
 - a. Coverage under one family plan; or
 - b. Two single plans; or
 - c. HEALTH ONLY - One cash-in-lieu benefit instead of a family plan [subject to the eligibility of the insurance carrier]; or
 - d. HEALTH ONLY - One single plan and one cash-in-lieu benefit
- B. Commencement and Termination of Benefits. Coverage will commence on the first day of the month following the employee's first day of employment and continue for a full twelve (12) month period. The insurance benefits described in this *Handbook* and on the individual contract terminate according to the following schedule:
 1. If an employee resigns or is terminated during the term of his/her individual contract, District coverage shall cease at the end of the month the resignation or termination becomes effective.
 2. If an employee resigns or is terminated who has completed the term of his/her contract, District coverage shall cease at the end of the month the resignation or termination becomes effective. If an employee resigns or is terminated who has completed the school year, his/her insurance benefits shall terminate as of August 31. However, if an administrator completes the terms of his/her contract, and if the last day of the contract is June 30, his/her insurance benefits shall terminate June 30th.
- C. Compliance Authority: The District may, in its sole discretion, make changes to health insurance, including, but not limited to, health benefits, eligibility standards, coverages, and contribution levels in order to comply with the Patient Protection and Affordable Care Act (ACA) and applicable federal and state agency rules and regulations regarding the implementation of the ACA. Such actions may also be implemented in order for the District to comply with regulatory provisions of the Internal Revenue Service (IRS), e.g. non-discrimination in benefits provisions [IRC 105(h), IRC 125], and to minimize tax liability for the District and/or the benefit recipient underneath such regulatory provisions. Changes to health benefits, eligibility standards, coverages and contribution levels include, but are not limited to, changes in the sections addressing health insurance in the employee handbook.

15.03 Alternate Benefit Plan [ABP] in Lieu of Health Insurance

Implementation of the Alternative Benefit Plan for eligible employees. Eligibility for, and payment toward coverage for individual employment groups are set forth in the applicable part of the *Handbook* covering such employees:

- A. Employees who choose the ABP option will be required to sign up on an annual basis to align with health insurance plan year, ~~by August 24 and commit to this change to be effective the following September 1.~~
- B. In order for this provision to remain in effect, a sufficient number of employees must opt out of their coverage so as not to cause an added expense for the District. Such determination of the additional expense is made by the District in its sole discretion.
- C. The Board may, at its discretion, discontinue the cash compensation in lieu of health insurance benefit by providing the participating employees with written notice of not less than sixty (60) days and an "open enrollment" opportunity to enroll in the group health insurance plan.
- D. Any employee who qualifies for participation in the District group health insurance plan may waive such participation and elect to receive cash compensation in lieu of the health insurance benefit. Where the District employs both spouses, one spouse will be eligible for participation in the ABP.
- E. Employees eligible for insurance may annually choose, consistent with the terms of the cafeteria plan in Section 15.01 between:
 1. Participation in the District's health plan, with the premium payment specified in the applicable part of the *Handbook* covering such employees, or

SECTION 1. DISCIPLINE, TERMINATION AND NONRENEWAL

1.01 Standard for Nonrenewal for Teachers

Teachers employed in the District are subject to nonrenewal on a statutory basis, as prescribed in Sec. 118.22, Wis. Stats. No teacher shall be non-renewed for arbitrary or capricious reasons. Such nonrenewal shall be exclusively subject to the provisions of section 118.22, Wis. Stats. and is not covered by the grievance procedure under this *Handbook*.

1.02 Standard for Discipline and Termination

The school board has the authority to dismiss a teacher before the expiration of the teacher's contract for "good and sufficient cause". "Good and sufficient cause" is defined as: "Any inexcusable substantial violation by an employee of instructions, or neglect of duty of a substantial character, or any misconduct inconsistent with the employment relationship and which might injuriously affect the district, regardless of any express agreement on the subject, constitutes good ground for discharging the employee."

A teacher may be disciplined or terminated for "cause". Such discipline or termination shall be subject to the grievance procedure provisions of this *Handbook*. "Cause" is defined as the following:

- A. ~~There is a factual basis for the discipline or termination: The factual basis must support a finding of employee conduct in which the District has a disciplinary or termination interest; and~~
- B. ~~Reasonableness of the penalty: The particular discipline or termination imposed by the District must not be unreasonable.~~

1.03 Representation

In the event any employee is called to a meeting with representatives of the District for the purpose of issuing discipline or discharge, or for the purpose of investigating circumstances which may lead to discipline or discharge, the employee has the right to request representation. In the event the employee chooses to have representation, the meeting may be delayed, at the discretion of the District, until appropriate representation may be obtained. Nothing in this provision shall prevent the District from removing an employee from the work place if immediate action is required.

1.04 Disciplinary Materials

Copies of any disciplinary material(s) shall be provided to the employee before such material is placed in an employee's personnel file. The employee shall have the opportunity to reply to such materials and affix his/her reply to said material.

1.05 Termination of Employment

The employment relationship between the District and any employee is terminated:

- A. If the employee is discharged pursuant to section 1.02.
- B. If the employee quits his/her employment.
- C. If the employee fails to return to work on the work day following the expiration of an authorized leave of absence unless unable to notify because of illness or other reasonable basis.
- D. If the employee retires.

SECTION 2. PROFESSIONAL HOURS/WORKDAY

2.01 Letter of Appointment

Each employee shall be issued an annual letter of appointment that shall be consistent with, but subservient to, this *Handbook* and board policy, before the last student contact day of the school year. The letter of appointment shall identify the employee, the position(s) that the employee is employed for, the length of the work year, the length of the work day, and the pay rate for the position. Specific assignments and hours cannot be guaranteed but an effort will be made to place the employee in a similar position (i.e., assignment, wages and hours) as the one currently held.

A new letter of appointment shall be issued in cases of transfers, promotions, demotions, and partial or full layoff. In the case of a change of assignment the employee shall be provided with at least 10 calendar days' notice of the change of assignment, if practicable, as determined by the administration.

2.02 Normal Hours of Work

Teachers are professional employees as defined by the federal Fair Labor Standards Act and the Wisconsin Municipal Employee Relations Act, § 111.70(1)(L), Wis. Stats.

Although professionals' work is not limited to any specified number of hours or days per week, the "normal" hours of work for full-time employees in positions authorized as "40 hours per week", including a duty-free thirty (30) minute lunch period. The actual workday for each building shall be established by the Board.

If a teacher accepts a voluntary assignment during his/her duty free lunch period, he/she will be compensated as defined in [Appendix Part VI – 2.04](#) per lunch period.

Limitations on the docking of pay of exempt employees:

- A. Exempt employees need not be paid for any workweek in which they perform no work and use no accrued paid leave. See 29 CFR §541.602(a).
- B. Deductions from pay may be made when an exempt employee is absent from work and does not use accrued paid leave for one or more full days for personal reasons, other than sickness or disability. See 29 CFR §541.602(b)(1).
- C. Deductions from pay may be made for absences of one or more full days occasioned by sickness or disability (including work-related accidents) if the deduction is made in accordance with a bona fide plan, policy or practice of providing accrued paid leave for such sickness or disability and where the employee has exhausted such leave. See 29 CFR §541.602(b)(2).
- D. While an employer cannot make deductions from pay for absences of an exempt employee occasioned by jury duty, attendance as a witness or temporary military leave, the employer can offset any amounts received by an employee as jury fees, witness fees or military pay for a particular week against the salary due for that particular week without loss of the exemption. See 29 CFR §541.602(b)(3).
- E. Deductions from pay of exempt employees may be made for unpaid disciplinary suspensions of one or more full days imposed in good faith for infractions of workplace conduct rules. Such suspensions must be imposed pursuant to a written policy applicable to all employees. See 29 CFR §541.602(b)(5).
- F. An employer is not required to pay the full salary for weeks in which an exempt employee takes unpaid leave under the Federal or Wisconsin Family and Medical Leave Acts. Rather, when an exempt employee takes unpaid leave under either Family and Medical Leave Act, an employer may pay a proportionate part of the full salary for time actually worked. See 29 CFR §541.602(b)(5).
- G. Exempt employees who are eligible to accrue sick, personal and other paid leave who

take leave for personal reasons or because of illness or injury of less than one work day may have their pay docked when such accrued leave is not used by the employee because:

1. Permission for its use has not been sought or has been sought and denied;
2. Accrued leave has been exhausted; or
3. The employee chooses to use leave without pay.

H. It is the policy of the Colby School District that improper pay deductions from the salary of exempt employees under the federal Fair Labor Standards Act as specified in board policy, this handbook and 29 C.F.R. § 541.602 are prohibited. Employees are to promptly report any improper pay deductions to the payroll department. Employees who have had improper deductions made from their compensation will be promptly reimbursed. See 29 CFR §541.603(d).

2.03 Administratively Called Meetings

- A. Staff Meetings: Teachers are required to attend all mandatory administratively called staff meetings. The administration shall attempt to provide reasonable notice of all such meetings. Teachers who are required to attend administratively called meetings will receive no additional remuneration, above their regularly paid salaries, for attending such meetings.
- B. Other Administratively Called Meetings: The notification and duration provisions of the previous paragraphs do not include nor shall they apply to meetings of individual educational plans teams, the preparation of individual education plans, parent-teacher conferences, department meetings or activities of similar nature, which are normally conducted at other times. Teachers are required to attend such events regardless of the date, time or duration of said meetings. Teachers who are required to attend other administratively called meetings will receive no additional remuneration, above their regularly paid salaries, for attending such meetings.

2.04 Attendance at School Events

Teachers are required to attend all mandatory administratively required school events. These events, though not limited by enumeration, may be an open house, music program, art show and/or other District or building events that occur after the normal workday. Whenever possible, teachers shall be given no less than thirty (30) calendar days notice of such events. Teachers who have a co-curricular conflict or have pre-approved coursework to attend may be excused at the discretion of the District Administrator and/or his/her designee. Such conflict should be communicated to the applicable administrator as soon as possible before the date of the school event.

2.05 Consultation with Parents

Each teacher shall consult with parents so that parents recognize the important role they play in shaping the attitudes of their children and assume greater responsibility for the performance of their children and for the excellence of our schools. Such consultation may be in the form of phone contacts, home visitations, progress reports, in-person appointments, etc., in addition to the scheduled parent/teacher conferences.

2.06 Flexible Scheduling during Workweek

An employee may request a change in his/her weekly work schedule. The request for a change in the employee's weekly work schedule shall be made at least one (1) week in advance of the proposed change, unless circumstances allow for a shorter notice period. The request shall be filed with the employee's immediate supervisor. The immediate supervisor shall have the authority to grant or deny the employee's request in his/her sole discretion. The scheduling of hours of work under the flexible work schedule is at the sole discretion of the immediate supervisor. The agreement to allow an employee to have a flexible work schedule shall not, in and of itself, result in the employee being eligible for

- F. Teachers shall submit to the District Office an official transcript of credit or completed Professional Development Plan (that has been pre-approved by their immediate supervisor/principal and the superintendent) by January 31st to request professional growth compensation.
- G. Professional Growth compensation is paid in a lump sum in the initial year and added to salary in subsequent years.

SECTION 4. TEACHER SUPERVISION AND EVALUATION

4.01 General Provisions

The Board and teachers view teacher evaluation as a continuing process for the purpose of improving instruction and assessing the individual performance of staff members. Definitions under this section:

- A. “Day” and “Days”: The words “day” and “days” in this article mean working school days, excluding holidays, weekends, etc.
- B. “Continuing Teacher”: A continuing teacher is a teacher who has taught more than three years in the District under a full-time or part-time regular teaching contract.
- C. New to the System Teacher: A new to the system teacher is a teacher who has taught less than three years in the District under a full-time or part-time regular teaching contract.

4.02 Evaluators

Every teacher in the District will be supervised and evaluated by an administrator and/or his/her designee. The administrator will be certified by the DPI. The administrator may be a District employee or a non- District employee who is a certified administrator. Prior to the first student contact day, the District will provide the employees with their placement within the supervision and evaluation rotation cycle. The District may modify this list at any time during the contract year. The employees affected by the change will be notified in writing of any changes in the evaluation list.

4.03 Evaluation Process – Conditions for All Employees

A. Basic Requirements

1. A new employee shall be formally evaluated at least two time(s) during the first year of employment. The first evaluation shall consist of a pre-conference, observation and post-conference. The first two evaluations must be completed prior to February 15.
2. A continuing employee shall be formally evaluated every school year, every second school year, or every third school year at the discretion of the District.
3. All required observations must be completed by May 31st.
4. All formal observations will be followed by a conference with the administrator. This conference will take place as soon as practical following the actual observation.
5. Assistance, recommendations and directions may, at the discretion of the District, be provided to each teacher in an attempt to correct professional difficulties observed.

- B. Acknowledgement of Receipt and Response: The teacher will acknowledge receipt of all documents related to supervision and evaluation by signing and dating the document within ten (10) school days. The teacher shall have the right to attach a report with any remarks concerning the document(s). Acknowledging receipt does not imply agreement with all or part of the documents received. Any employee wishing to comment on the evaluation or who feels the evaluation was incomplete, inaccurate, or unjust, may reduce those comments or objectives to writing and have them attached to the evaluation instrument to be placed in the personnel file. A teacher may attach a response to any document related to this process after the teacher’s receipt of the evaluation document(s) listed above. The file copy of the evaluation and any comments or objectives shall be signed by both parties to indicate awareness of the content. The following statement shall be part of the instrument:

"The signatures do not indicate agreement or disagreement but merely certify that the

- required for the position.
- D. Process for Filling Vacancies: An employee who applies for a vacant position, prior to the end of the posting period, may be granted an interview for the position. The District retains the right to select the most qualified applicant for any position based upon stated job descriptions (this restriction does not prohibit the District from considering qualifications that are related to the position and exceed those minimum qualifications listed in the job description). The term applicant refers to both internal candidates and external candidates for the position. The District retains the right to determine the job descriptions needed for any vacant position.
- E. Involuntary Transfers: When the District determines that an involuntary transfer of an employee is necessary, due to the District's need inability to fill a vacancy or a new position according to the procedures set forth above may, at its discretion, transfer an employee in the District qualified for the position. No employee will be involuntarily transferred by the District without a conference followed by a written notice from the District Administrator and/or his/her designee which will include the reasons for the transfer. An employee who is involuntarily transferred shall suffer no loss of wages, hours, or other fringe benefit as a result of such transfer. An employee who is involuntarily transferred and suffers a loss of wages, hours or other fringe benefit as a result of such transfer may contest the transfer as discipline under Section 1.02.

5.02 Employee Resignations

- A. The teacher's individual contract, shall be considered binding on both parties. If for any reason a teacher asks for release from the contract, it is understood that the following conditions for release shall apply:
1. The teacher must give the District notice that they intend on severing their contract with the District. Whenever possible, the teacher must give such notice at least sixty (60) calendar days prior to the date the employee desires the severance to occur.
 2. It is agreed that liquidated damages are due to the District with the sixty (60) calendar day notice of resignation as follows:
 - a. Five hundred dollars (\$500.00) if the employee's resignation is effective on or after July 1st, but before August 1st.
 - b. Seven hundred and fifty dollars (\$750.00) if the employee's resignation is effective on or after August 1st, but before the start of the school year.
 - c. One thousand dollars (\$1,000.00) if the employee's resignation is effective on or after the start of the school year.
 3. Liquidated damages and the sixty (60) calendar day notice requirement would not apply to teachers who do not return their contracts by June 15th April 15th, or whose resignation is tendered and effective after the end of the school year, but before July 1st.
 4. The employee may choose to have liquidated damages deducted from the employee's last paycheck(s) or the employee shall submit a check for the liquidated damages amount at the time of resignation.
- B. The Board in its discretion may waive the liquidated damages for the following reasons:
1. Employment transfer of spouse;
 2. Illness of employee;
 3. Other reasons as determined by the School Board.
- In the event the District chooses to waive the liquidated damages, the District shall return any damages submitted with the resignation notice to the employee.
- C. Any employee involuntarily called into service by the United States government for military duty shall not be assessed liquidated damages under this Article.

In the event said teacher breaches this contract by termination of services during the term hereof, the Board may, at its option, demand to recover from the teacher such amount of liquidated damages as set forth above; provided, however, that this expressed intent to liquidate the uncertain damages and harm

SECTION 1. DISCIPLINE, TERMINATION AND NONRENEWAL

1.01 Standard for Discipline and Termination

An executive staff may be disciplined or terminated for "cause." Such discipline or termination shall be subject to the grievance procedure provisions of this *Handbook*. "Cause" is defined as the following:

- A. There is a factual basis for the discipline or termination: The factual basis must support a finding of employee conduct in which the District has a disciplinary or termination interest; and
- B. Reasonableness of the penalty: The particular discipline or termination imposed by the District must not be unreasonable.

1.02 Disciplinary Materials

Copies of any disciplinary material(s) shall be provided to the employee before such material is placed in an employee's personnel file. The employee shall have the opportunity to reply to such materials and affix his/her reply to said material.

SECTION 2. JOB RESPONSIBILITIES

2.01 Executive Staff License or Certificate

Executive Staff shall maintain a valid license or certificate, properly registered and issued by the State of Wisconsin, sufficient to lawfully permit each employee to perform such duties as may be assigned.

2.02 Job Description

Written job descriptions of each employee's services, duties and obligations will be provided.

SECTION 3. WORK SCHEDULES

3.01 Work Schedules for Executive Staff

Executive staff work schedules are set by the district administrator with the professional duties of each employee taken into account in the setting of the work schedule.

Limitations on the docking of pay of exempt employees:

- A. Exempt employees need not be paid for any workweek in which they perform no work and use no accrued paid leave. See 29 CFR §541.602(a).
- B. Deductions from pay may be made when an exempt employee is absent from work and does not use accrued paid leave for one or more full days for personal reasons, other than sickness or disability. See 29 CFR §541.602(b)(1).
- C. Deductions from pay may be made for absences of one or more full days occasioned by sickness or disability (including work-related accidents) if the deduction is made in accordance with a bona fide plan, policy or practice of providing accrued paid leave for such sickness or disability and where the employee has exhausted such leave. See 29 CFR §541.602(b)(2).
- D. While an employer cannot make deductions from pay for absences of an exempt employee occasioned by jury duty, attendance as a witness or temporary military leave, the employer can offset any amounts received by an employee as jury fees, witness fees or military pay for a particular week against the salary due for that particular week without loss of the exemption. See 29 CFR §541.602(b)(3).
- E. Deductions from pay of exempt employees may be made for unpaid disciplinary suspensions of one or more full days imposed in good faith for infractions of workplace conduct rules. Such suspensions must be imposed pursuant to a written policy applicable to all employees. See 29 CFR

§541.602(b)(5).

F. An employer is not required to pay the full salary for weeks in which an exempt employee takes unpaid leave under the Federal or Wisconsin Family and Medical Leave Acts. Rather, when an exempt employee takes unpaid leave under either Family and Medical Leave Act, an employer may pay a proportionate part of the full salary for time actually worked. See 29 CFR §541.602(b)(5).

G. Exempt employees who are eligible to accrue sick, personal and other paid leave who take leave for personal reasons or because of illness or injury of less than one work day may have their pay docked when such accrued leave is not used by the employee because:

1. Permission for its use has not been sought or has been sought and denied;
2. Accrued leave has been exhausted; or
3. The employee chooses to use leave without pay.

H. It is the policy of the Colby School District that improper pay deductions from the salary of exempt employees under the federal Fair Labor Standards Act as specified in board policy, this handbook and 29 C.F.R. § 541.602 are prohibited. Employees are to promptly report any improper pay deductions to the payroll department. Employees who have had improper deductions made from their compensation will be promptly reimbursed. See 29 CFR §541.603(d).

SECTION 4. PROFESSIONAL GROWTH

4.01 Requirement to Remain Current

All executive staff shall engage in independent and active efforts to maintain high standards of individual excellence. Executive staff are encouraged to continue professional growth through participation in conventions, programs, professional meetings and other activities conducted by local, state and national administrator associations; seminars, workshops and courses offered by institutions of higher learning, and other formal and informal professional development activities.

SECTION 5. EXECUTIVE STAFF EVALUATION

5.01 General Provisions

Executive staff shall receive written evaluations based on job descriptions, including job related activities, and shall include observation of the employee's performance as part of the evaluation data.

5.02 Evaluation Frequency

Executive staff shall receive a written evaluation at the end of their first year of employment and at least every other year thereafter.

5.03 Evaluators

The school district administrator is responsible for the evaluation of executive staff and shall either perform those evaluations him or herself or shall direct that those evaluations be performed by other persons who have the training, knowledge and skills necessary to evaluate executive school personnel.

SECTION 6. PROFESSIONAL COMPENSATION

6.01 Professional Compensation

Each executive staff shall be compensated in accordance with the terms of his or her individual contract.

Hmong <http://dwd.wisconsin.gov/dwd/publications/ui/ucb7h.pdf>

Notification Required When Employers Decide to Cease Providing a Health Care Benefit Plan

English http://dwd.wisconsin.gov/dwd/publications/erd/pdf/erd_11054_p.pdf

Minimum Wage Rates - Wisconsin

English http://dwd.wisconsin.gov/dwd/publications/erd/pdf/erd_9247_p.pdf

Spanish http://dwd.wisconsin.gov/dwd/publications/erd/pdf/erd_9247_s_p.pdf

Your Rights Under USERRA: The Uniformed Services Employment and Reemployment Rights Act
(complete information from Dept. of Labor)

English http://www.dol.gov/vets/programs/userra/USERRA_Private.pdf#Non-Federal

Affordable Care Act – Notice to Employees of Coverage Options

<http://www.dol.gov/ebsa/pdf/FLSAwithplans.pdf>

RELATED INFORMATION

Age Discrimination in Employment Act (ADEA)

<http://www.eeoc.gov/laws/statutes/adea.cfm>

Americans with Disabilities Act (ADA)

<http://www1.eeoc.gov/eeoc/publications/fs-ada.cfm>

U.S. DEPARTMENT OF LABOR WORKPLACE POSTER REQUIREMENTS FOR SMALL BUSINESSES AND OTHER EMPLOYERS

<http://www.dol.gov/oasam/programs/osdbu/sbrefa/poster/matrix.htm>

If your district is a federal government contractor or subcontractor, please be aware that there may be other posting requirements for you.

2013-14 Insurance Contributions & Deductions

The Board of education shall provide health and dental insurance to eligible employees. The District shall establish an annual budget for health and dental insurance for employees. The District's Health Insurance Committee shall negotiate rates, premiums and plan specifics with vendors and annually present this information to the Board. The Board will make the final decision and approval of the insurance plans.

SINGLE PLAN		
	DELTA DENTAL	SECURITY HEALTH PLAN
District Yearly Contribution	\$300.77 \$322.92	\$8,557.92
Employee Yearly Contribution	\$75.19 \$80.76	\$950.88
Salaried (Teacher) & Calendar Year Hourly Employee Cost per Check	TEA-\$3.13 \$3.36 12 MO-\$2.89 \$3.11	TEA-\$39.62 12 MO-\$36.57
Hourly Employees Cost Per Check	\$3.96 \$4.25	\$50.05

FAMILY PLAN		
	DELTA DENTAL	SECURITY HEALTH PLAN
District Yearly Contribution	\$873.60 \$936.16	\$18,827.64
Employee Yearly Contribution	\$218.40 \$234.48	\$2,091.96
Salaried (Teacher) & Calendar Year Hourly Employee Cost per Check	TEA-\$9.10 \$9.77 12 MO-\$8.40 \$9.02	TEA-\$87.17 12 MO-\$80.46
Hourly Employees Cost per Check	\$11.49 \$12.34	\$110.10