

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

DR. STEVEN KOLDEN, SUPERINTENDENT

FINANCIAL AFFAIRS COMMITTEE MEETING

**MONDAY, AUGUST 19, 2019
6:00 PM
COLBY HIGH SCHOOL**

AGENDA

- 1) REVIEW INVOICES AND RECIEPTS

Committee Members Include: Jennifer Lopez, Chair
Eric Elmhorst
Teri Hanson

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

DR. STEVEN KOLDEN, SUPERINTENDENT

REGULAR SCHOOL BOARD MEETING

August 19, 2019 – 6:30 PM

High School Distance Learning Lab – Door #2

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
5. BOARD COMMENDATIONS (If Any)
6. INFORMATION ITEMS:
 - 6.01 Correspondence (If Any)
 - 6.02 Student Board Representative Report (None)
 - 6.03 Superintendent's Report – Steve Kolden [Staff Inservice Dates, Special Olympics, HS Kitchen Flooring (additional expense), AEF (Association for Equity in Funding), 2019-2021 State Biennial Budget (Summary)]
 - 6.04 Strategic Planning Progress Monitoring (none scheduled for August)
7. CONSENT AGENDA
 - 7.01 Minutes from the July 15, 2019 Regular Board Meeting
 - 7.02 Requests for Out-of-State Travel (If Any)
 - 7.02-1 High School Band Trip to St. Louis, MO – April 2-5, 2020
 - 7.03 Approve Board Member Attendance and Expenses for Travel Outside the District at Meetings Other Than Regular, Special or Committee Meetings
 - 7.03-1 WASB Region 5 Meeting – October 24, 2019 @ Holiday Inn, Rothschild
 - 7.03-2 WiRSA Conference – October 28-29, 2019 @ Glacier Canyon, Wisconsin Dells
 - 7.04 Staff Resignations/Retirements/Leave Requests
 - 7.04-1 Lori Holtzheimer, High School Lunchroom Computer
 - 7.04-2 Nicole Schalow, Special Olympics Head Bowling Coach, Assistant Basketball Coach and Assistant Track & Field Coach
 - 7.04-3 Hugh Feirer, Middle School Custodian
 - 7.04-4 Tim Stewart, Boys BB, C Team Coach
 - 7.04-5 Ashley Dake, District Purchasing / Accounts Payable & Special Education Secretary
 - 7.04-6 Stephanie Szybowicz, High School Instructional Special Education Aide
 - 7.04-7 Other Resignations/Retirements/Leave Requests (If Available)
 - 7.05 Personnel – Transfers/New Hires
 - 7.05-1 Hire of Logan Rosemeyer, High School Math Teacher
 - 7.05-2 Hire of Natalie Raymond, High School Special Education Teacher
 - 7.05-3 Hire of DeeAnna Kloth, Middle School Lunchroom Computer
 - 7.05-4 Hire of Darrin Lampe, Custodian
 - 7.05-5 Expand Employment of Kathy Telford, Elementary Server 1.5 Hours/Per Day (FFU Program)
 - 7.05-6 Transfer of Michelle Maurina, High School Cook from Colby Elementary

- 7.05-7 Transfer of William Hennes, Elementary Day Custodian to Middle School Day Custodian
- 7.05-8 Dakota Langreck, High School Evening Custodian
- 7.05-9 Michael Hinz, Elementary Evening Housekeeping
- 7.05-10 Marion Wehrman, Elementary Instructional Special Education Aide
- 7.05-11 District Purchasing / Accounts Payable & Special Education Secretary (If Available)
- 7.05-12 Other Transfers/Hires (If Available)
- 7.06 Awards, Donations and Gifts to the School District of Colby (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 2018-19 Budget Update
 - 9.03 2019-20 Draft Budget
 - 9.04 Seclusion and Restraint Report
 - 9.05 Long Range Facilities Planning
 - 9.06 Assembly Bill 223 – Supplemental State Aid for Consolidated School Districts
- 10. ACTION INFORMATION
 - 10.01 Agenda Items Moved from Consent Information
 - 10.02 Approve 2019-20 Milk Bid
 - 10.03 Early Graduation Request – Olivia Weiland
 - 10.04 Discuss/Approve Mower Replacement Bid
 - 10.05 Discuss/Approve Replacement Rotation for Pool and Elementary Boilers
 - 10.06 Discuss/Approve Deletion of Policy Exhibit(1)#361-The First Amendment to the U.S. Constitution; Exhibit(2)#361-Library Bill of Rights; Exhibit(3)#361-Freedom to Read Statement; Exhibit(4)#361- School Library Bill of Rights; Policy #362.1-Interlibrary Loan Policies and Procedures
 - 10.07 Discuss/Approve First Reading Revisions to Policy #361-Policy for Selection of Media Center Materials; Rule #361-Procedures for Instructional Materials Selection and Reconsideration; Exhibit(1) #361- Citizen’s Request for Reconsideration of Instructional Resources; Exhibit(2) #361-Checklist for Materials Reconsideration Committee(Instructional Materials-Fiction and Other Literary Forms); Exhibit(3) #361-Checklist for Materials Reconsideration(Instructional Material-Nonfiction)
 - 10.08 Discuss/Approve Second Reading Revisions to Policy 363.2 – Technology Concerns for Students with Special Needs
 - 10.09 Discuss/Approve Second Reading Updates to Handbook Language – Part I, Section 2.07 – Harassment and Bullying
 - 10.10 Discuss/Approve Second Reading Updates to Handbook Language – Part I, Section 3.16 Drug, Alcohol and Tobacco Free Workplace
 - 10.11 Discuss/Approve Second Reading Updates to Handbook Language – Part I, Section 3.43 – Work Made for Hire
 - 10.12 Discuss/Approve Second Reading Handbook, Appendix Part V – 1.06 – Extra-Curricular and Co-Curricular Wage Schedule: Discuss/Approve New Coaching Positions for Track and Softball
 - 10.13 Discuss/Approve Second Reading Handbook, Appendix Part I – 1.02E (3) – Seasonal Employee Wage Schedule: Discuss/Approve Life Guard Hourly Rate Increase

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. e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Board will consider:
 - 11.01 Agenda Items Moved from Consent Information
 - 11.02 Agenda Items Moved from Action Information
 - 11.03 Superintendent Evaluation
 - 11.04 Individual Staff Salary Adjustment (Teacher)
 - 11.05 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 Board Meeting – September 16, 2019 @ 5:30 PM
 - 13.01-2 Financial Affairs Committee Meeting – September 16, 2019 @ 6:00 PM
 - 13.01-3 Regular Board of Education Meeting – September 16, 2019 @ 6:30 PM
 - 13.01-4 Facilities and Transportation Committee Meeting – October 7, 2019 @ 6:30 PM
 - 13.01-5 Policy and Curriculum Committee Meeting – September 9, 2019 @ 6:30 PM
 - 13.01-6 Personnel Committee Meeting –
14. ADJOURNMENT



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

Facilities Committee

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

Wed, Aug 7, 2019 at 8:56 AM

To: Bill Tesmer <tesmer94@hotmail.com>, William Tesmer <wtesmer@colby.k12.wi.us>, Jean Schmitt <jschmitt@colby.k12.wi.us>, terryjeanschmitt <terryjeanschmitt@aol.com>, Todd Schmidt <tschmidt@colby.k12.wi.us>, Todd Schmidt <tschmidtnews@charter.net>

I approved this quote today. It exceeds my spending authority as Supt.

I'll ask for forgiveness on 8/19.

Facilities met Monday, with the full BOE meeting on the 19th, we didn't have two weeks to wait for approval and still have the District Kitchen ready for school start. They' start working on this today.

Steve

“Folks are usually about as happy as they make their minds up to be” — [Abraham Lincoln](#)

Dr. Steven E. Kolden

Superintendent, Colby School District

PO Box 139, 705 N 2nd Street (Door #19)

Colby, WI 54421

715-223-2301 office

715-223-4539 fax



Please consider the environment before printing this e-mail

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481K

AEF Beliefs

During the 1990's two major state policy changes (revenue limits and 2/3 state funding) were implemented. Then the state withdrew its commitment to 2/3rds by the turn in the century and the State Supreme Court has established a new educational standard. That standard says that:

“Wisconsin students have a fundamental right to an equal opportunity to a sound basic education that will equip students for their roles as citizens and enable them to succeed economically and personally.”

The Court also specified courses to be provided and required that “...districts with disproportionate numbers of disabled students, economically disadvantaged students, and students with limited English language skills...” be taken into account. The effect of this decision is to demand that the legislature revise our school finance system to assure that every child has an equal educational opportunity.

The obvious question is, what has been the result of the standard? The answers are disappointing.

In absolute terms, Table 1, below, shows that the spending gap has widened since 1993-94, the first year of revenue limits. By 2009-10 the amount spent in the highest spending district had increased by \$12,846 per pupil, while the increase in the lowest spending district was only \$5,833. Relatively, things are about the same, as the lowest spending district in 2009-10 spent 43% of the amount spent in the highest spending district, 2% more than 16 years ago. The difference in the range between the lowest and highest spending districts has grown from \$6,861 in 1993-94 to \$13,874 in 2009-10.

Table 1: School District Expenditures: Changes from 1993-94 to 2009-10

Comparisons	1993-94	% of State Average	2009-10	% of State Average	1993-94 to 2009-10 Increase	Increase as % of Average
Highest per Pupil	\$11,619	174%	\$24,465	197%	\$12,846	225%
Lowest per Pupil	\$4,758	71%	\$10,591	87%	\$5,833	102%
Range Between Lowest & Highest	\$6,861		\$13,874		\$7,013	
Average per Pupil	\$6,681		\$12,366		\$5,685	
Lowest as % of Highest	41%		43%			

Source: School Facts '10 by Wisconsin Taxpayers Alliance

During the same period school tax burden differences have widened relatively. While school property tax rates declined when the state increased its aid levels, the formula distortions which accompanied the aid increase helped to keep the tax burden differences from narrowing. In 2009-10, K-12 property tax rates per thousand dollars of valuation ranged from \$2.71 to \$15.79 and the average was \$9.18.

Due to the state's infusion of direct aid in 1996-97 with the initial commitment to 2/3rds funding, overall tax rates have gone down over the past 16 years. The bottom line is that the gross tax rate in the lowest taxing district has declined 54%, or 6% more than the state average. And the highest taxing district now pays a tax rate of 566% of the lowest, up from 505% 16 years ago (see Table 2).

The position of the AEF has consistently been that whatever the level of state funding, state K-12 resources should be distributed in a way that assures the equal ability for all school districts to support education educational opportunities for all children, treating taxpayers fairly in the process. In the two most recent state biennial budgets, the state's resources identified as supporting schools in Wisconsin have been steered into levy credits as opposed to direct aid to school districts.

Table 2: School Property Tax Rates

Comparisons	1993-94	2009-10	% Change
Highest	\$30.00	\$15.35	-48%
Lowest	\$5.94	\$2.71	-54%
K-12 Average	\$17.91	\$9.18	-48%
Highest as % of Lowest	505%	566%	

Source: School Facts '10 by Wisconsin Taxpayers Alliance

Concerning the three student populations with additional educational needs to be taken into account, more litigation may be coming.

Since revenue limits have been in effect:

- Special education costs have nearly doubled and per pupil categorical aid has decreased \$33;
- The English language learning population and the cost of serving them has increased rapidly and the per pupil categorical aid has been cut by more than half;
- The per pupil grant for the SAGE program will be increased for the first time in 2007-08; and;
- Revenue limits make no allowance for the categorically unaided costs incurred by school districts in addressing additional educational needs and school districts have been forced to absorb those costs through other budget adjustments.

How does such a system take the additional educational needs into account?

In summary, little has changed. We continue to have a school funding system that does not provide an equal educational opportunity for our children; does not meet the additional needs of the three student populations identified in our standard; and does not provide a fair and equitable school tax burden for property owners.

Regardless of the level of state aid, the continued reliance on local wealth means property-poor districts must continue to tax their residents at higher rates to obtain the same dollar amount for each pupil. Desequalizing state aid and levy credit payments continue to increase.

Many school districts have disproportionately high numbers of children who need additional help such as children with disabilities, children from backgrounds of poverty or children of limited English proficiency. The 2000 Supreme Court decision requires that the legislature take these children and districts into account in our school finance system. To date, the needs of these populations have not been well or completely addressed.

In recognition of the continuing financial disparities among school districts and taxpayers along with the legislature's failure to address the elements of our standard AEF will continue its effort to improve our school finance system. This legislative proposal will attempt to accomplish the following two general goals in the school finance system:

(1) equal access to state and local revenues for all districts so that the cost of money to invest in K-12 education is the same for all children in all districts; and

(2) additional funds to meet the additional needs of the three student populations cited in our standard on a continuing basis which takes account of the cost of serving those populations and inflation.

The Association for Equity in Funding (AEF) is a group of Wisconsin school districts that seeks financial equity in the state system of school financing. The members include larger and urban-type districts such as Green Bay, Chippewa Falls, and Beloit, as well as smaller, more rural districts like Algoma, Antigo, Cornell, Spencer, Southern Door and Whitehall.

Date: July 26, 2019

To: District Administrators

From: Mike Thompson, PhD
Deputy State Superintendent

Subject: 2019-21 State Biennial Budget Update – 2019 Act 9

Governor Evers signed the 2019-21 biennial budget bill into law on July 3, 2019, as 2019 Wisconsin Act 9. I want to provide you with an update on several key provisions contained in the budget for K-12 schools. Unless otherwise noted, the provisions of Act 9 became generally effective as of July 5, 2019. You can read about the changes to funding for K-12 schools that are included in the 2019-21 state biennial budget here: <https://dpi.wi.gov/policy-budget/biennial-budget/current>.

REVENUE LIMIT AND STATE GENERAL AID

Revenue Limit Per Pupil (Per-Member Increase)

Each district will receive a per-member adjustment to its revenue limit, equal to \$175 in FY20 and \$179 in FY21. These adjustments are base-building increases to the district's revenue authority.

Low-Revenue Ceiling/Adjustment

The low-revenue ceiling threshold will be increased, from \$9,400 per pupil (FY19) to \$9,700 in FY20 and then to \$10,000 in FY21. Districts may use the low-revenue adjustment to bring the per-member revenue authority amount up to the low-revenue thresholds if, after the application of the per-member revenue limit adjustment (above), the district's per-member revenue limit authority is less than the stated thresholds.

General Equalization Aids

Funding for general equalization aid was increased, by \$83.2 million for FY20, an increase of 1.8 percent to FY19; and by \$246.7 million for FY21 (an increase of 3.5 percent to FY20). The impact on an individual district's general equalization aid will depend on that district's factors and its position in the state aid formula.

CATEGORICAL STATE AIDS

Per Pupil Aid

Each district will receive Per Pupil Aid in the amount of \$742 per revenue limit member in FY20 and in FY21. This is an increase of \$88 per member, compared to the FY19 amount (\$654).

Supplemental Per Pupil Aid

Act 9 creates a new aid program under which the department is directed to distribute \$2.8 million in FY20 and \$2.5 million in FY21 to all school districts. More information on this new state aid is forthcoming.

Special Education Categorical Aid

Funding for reimbursement of eligible special education costs was increased by \$15.5 million in FY20 and by \$81.3 million in FY21. The funding changes are estimated to increase the reimbursement rate for aidable special education expenditures, from just under 25 percent (in FY19) to just under 26 percent in FY20 and 30 percent in FY21.

Supplemental Special Education

Act 9 maintained base funding for the Supplemental Special Education program in FY20, but repeals this aid program beginning in FY21.

Note: There were no programmatic or funding changes made to the other Special Education aid and grant programs: High-Cost Special Education Aid (still reimburses up to 90 percent of prior year eligible costs); Transition Incentive Grants (still provides up to \$1,000 per qualified survey response); and the Transition Readiness Grants (competitive grant, total appropriation remains at \$1.5 million annually).

School Mental Health Categorical Aid Program

Act 9 increased funding for this aid program from \$3 million to \$6 million annually. This program provides reimbursement for costs of expanding social worker services in schools.

Community and School Mental Health Collaborative Grant Program

Act 9 increased funding for this competitive grant from \$3.25 million to \$6.5 million annually.

Sparsity Aid

Funding for Sparsity Aid was adjusted to reflect the amounts required to fully fund *estimated* aid eligibility under current law. No programmatic changes were made to the current \$400 per general member for districts with 745 or fewer members, and with fewer than 10 members per square mile.

High Cost Pupil Transportation Aid

Act 9 increased funding by \$800,000 annually for reimbursements to districts with higher than average transportation costs on a per-member basis. The funding increase is *estimated* to provide support at roughly 90 percent of projected aid eligibility.

Rural Teacher Talent Pilot Program

Funding for this program was increased from \$500,000 annually to \$1.5 million annually, beginning in FY20. The department awards grants to cooperative educational service agencies to coordinate with universities and colleges to provide practicums, student-teacher placement, and internships for undergraduate college students in rural school districts.

Robotics League Participation Grants

Act 9 increased funding for this competitive grant program from \$250,000 to \$500,000 annually.

School Day Milk Program

Act 9 increased funding by \$382,900 annually, beginning in FY20, which will increase the reimbursement rate for the Wisconsin School Day Milk Program from 58 percent to 100 percent of *estimated* eligible expenditures to prior law participants. However, Act 9 expanded eligibility to independent charter schools, the state's two residential schools, and to residential care centers for children and youth.

School Library Aid

Act 9 increased funding for School Library Aids by \$2.4 million in FY20 and by \$3.3 million in FY21.

Personal Electronic Computing Devices (PECD) Grant

Act 9 eliminated funding for the PECD grant program effective in FY20. There is no longer funding for this grant program.

School Performance Improvement Grant

Act 9 eliminated funding for this grant program effective in FY21.

Technology for Educational Achievement (TEACH) Program [Department of Administration]

Act 9 extended funding for the Information Technology Infrastructure block grants through June 30, 2021, at \$3.0 million annually. Funding for the Educational Technology Training and Technical Assistance grants and the Technology Education Curriculum grants was eliminated, effective in FY20. Additionally, Act 9 removed references to video links under the TEACH program.

For more information on the TEACH grant program, please see the DOA website:

<https://teach.wi.gov/pages/home.aspx>

OPEN ENROLLMENT

Act 9 adjusted the full-time, per-pupil transfer amount under Open Enrollment (OE) as provided for under the current law indexing mechanism. Note that for non-special education OE students, the full-time, per-pupil transfer amount is increased by an additional \$100 through FY21, as required under section 118.51 (s) (y), Wis. Stats. The resulting per-pupil (FTE) payments will be as follows:

<u>Open Enrollment Transfer Amount</u>	<u>FY19</u>	<u>FY20 Adjustment</u>	<u>Estimated FY20</u>
Students without Disabilities	\$7,379	\$392	\$7,771
Students with Disabilities*	\$12,431	\$292	\$12,723

* Emergency administrative rules have been proposed to implement current law allowing non-resident districts to charge actual costs to the resident district.

PRIVATE SCHOOL CHOICE PROGRAMS AND INDEPENDENT CHARTER SCHOOLS

Act 9 adjusted the per-pupil amount paid to private schools for students enrolled in a private school under a parental choice program or the Special Needs Scholarship Program, and for students enrolled in independent charter schools, as provided for under the current law indexing mechanism (\$292 for FY20 and *estimated* at \$254 for FY21). The resulting per-pupil (FTE) payments will be as follows:

<u>Program</u>	<u>FY19</u>	<u>FY20</u> <u>Adjustment</u>	<u>Estimated FY20</u>
Private School Choice: Grades K-8	\$7,754	\$292	\$8,046
Private School Choice: Grades 9-12	\$8,400	\$292	\$8,692
Special Needs Voucher*	\$12,431	\$292	\$12,723
Independent Charter School	\$8,619	\$292	\$8,911

* Emergency administrative rules have been proposed to implement current law allowing private schools to receive state aid payments equal to actual costs of providing the services. This will likely increase local property taxes.

Thank you for your attention to the changes included in the 2019-21 state biennial budget. The department will continue to review Act 9 and communicate additional information to districts as needed. Should you have questions about the 2019-21 biennial budget, please contact Erin Fath, Director, DPI Policy and Budget, at (608) 266-2804, or Erin.Fath@dpi.wi.gov.

c: Scott Jones, Chief of Staff
Jennifer Kammerud, Policy Initiatives Advisor-Executive
Robert Soldner, Assistant State Superintendent, Division for Finance and Management

REGULAR MEETING MINUTES
 BOARD OF EDUCATION – SCHOOL DISTRICT OF COLBY
 MONDAY, JULY 15, 2019
 COLBY DISTRICT/EDUCATION CENTER

The Regular School Board Meeting on July 15, 2019 was called to order at 6:30 PM at the Colby High School Distance Learning Lab by Board President, William Tesmer. Members present were: William Tesmer, Todd Schmidt, Jean Schmitt, Teri Hanson, Cheryl Ploeckelman and Eric Elmhurst. Also present were Superintendent Steven Kolden and Kristen Seifert. Jennifer Lopez was absent. The meeting notice was posted according to the requirements of the open meeting law.

Mr. Kolden updated the Board regarding: Chamber lunch on August 20 at CHS; Staff Inservice welcome on August 21; CMS Recognition for RtI/PBIS work from the DPI; Anticipated Change Order; State Budget.

Mr. Kolden updated the Board on the Strategic Planning Progress Monitoring – No update.

Motion by Mrs. Ploeckelman, seconded by Mr. Elmhurst to approve the consent agenda as presented with the addition of the resignation of Rick Melcher, waiving the liquidated damages fine:

Minutes from the June 17, 2019 Regular Board Meeting

Hire of Ben Perushek, High School English Teacher

Voice vote – motion carried

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

Financial Report

TOTAL REVENUE – JUNE		\$ 425,826.76
NICOLET NATIONAL BANK-REFERENDUM APPROVED ACCT.	1073-1076	\$ 136,157.59
NICOLET NATIONAL BANK-PENSION ACCT.		
NICOLET NATIONAL BANK-MANUAL CHECKS	213-222	\$ 155,141.72
FORWARD FINANCIAL BANK-MANUAL CHECKS	324-326	\$ 12,810.43
REGULAR CHECKS	32312-32329	\$ 10,416.83
DIRECT DEPOSITS	900074736-900075037	\$ 190,126.58
WIRE TRANSFERS	201800037-201800038	\$ 42,293.53
ADVANTAGE BANK-REGULAR CHECKS	77459-77554	\$ 196,015.52
TOTAL CHECKS TO BE APPROVED		\$ 988,580.63

Mrs. Ploeckelman updated the board on her attendance at conferences.

Mr. Kolden reviewed the 2018-19 budget update and the 2019-20 Draft Budget.

Motion by Mr. Elmhurst, seconded by Mrs. Schmitt to approve the deletion of Policy 370 as recommended by the Policy Committee. Voice vote – motion carried.

Motion by Mr. Elmhurst, seconded by Mrs. Schmitt to approve the revision to Policy 363.2 as recommended by the Policy Committee. Voice vote – motion carried.

Motion by Mr. Elmhurst, seconded by Mrs. Schmitt to approve the revisions to Handbook Language, Part I, Sections 2.07, 3.16, 3.43 as presented and as recommended by Policy Committee. Roll call vote – Motion carried 5-0-1; Yes–Mr. Elmhurst, Mrs. Schmitt, Mr. Schmidt, Mrs. Hanson, Mrs. Ploeckelman; No-None; Abstain-Mr. Tesmer.

Motion by Mr. Schmidt, seconded by Mr. Elmhurst to approve the addition of one Assistant Track Coach and one Assistant Softball Coach as recommended by the Personnel Committee. Roll call vote – Motion carried 5-0-1; Yes–Mr. Elmhurst, Mrs. Schmitt, Mr. Schmidt, Mrs. Hanson, Mrs. Ploeckelman; No-None; Abstain-Mr. Tesmer.

Motion by Mrs. Ploeckelman, seconded by Mrs. Schmitt to approve a \$2.00 per hour increase in Lifeguard pay as recommended by the Personnel Committee. Roll call vote – Motion carried 5-0-1; Yes–Mr. Elmhurst, Mrs. Schmitt, Mr. Schmidt, Mrs. Hanson, Mrs. Ploeckelman; No-None; Abstain-Mr. Tesmer.

Motion by Mr. Elmhorst, seconded by Mr. Schmidt to approve the addition of one Special Education Aide Position as recommended by Administration. Voice vote – motion carried.

Motion by Mrs. Ploeckelman, seconded by Mr. Elmhorst, to convene in closed session per Wisconsin Statutes 19.85 c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

11.03 Discuss/Review Individual Staff (Teacher) Request for Additional Compensation

11.04 BOE Update on Salary Match for a Teacher

Roll call vote – Motion carried 6-0; Yes–Mr. Tesmer, Mr. Elmhorst, Mrs. Schmitt, Mr. Schmidt, Mrs. Hanson, Mrs. Ploeckelman; No- None. 6:56 PM

Motion by Mr. Elmhorst, seconded by Mr. Schmidt, to move from closed session and to reconvene in open session as previously announced. Voice vote - motion carried. 7:30 PM

The Board set upcoming meeting dates.

Motion by Mr. Elmhorst, seconded by Mrs. Schmitt, to adjourn the meeting. Meeting adjourned at 7:31 p.m.

Respectfully Submitted:

Kristen Seifert, Reporting Secretary

OUT-OF-STATE FIELD TRIP

Teacher/Advisor: Nathan Larsen

Group:

Destination: St. Louis Missouri

Date of Trip: April 2nd - 5th, 2020

Purpose of Trip: Perform / compete at Music in the Parks Festival. Perform for judges and compete against other (bigger) schools.

Number of Students Attending: ≈ 35 numbers to be solidified

Number of Adults/Chaperones: ≈ 5 by November

District Expenses: \$0

Non-District Expenses: \$589 Per Person

Administrative Approval: Mamoudouil

To: Steve Kolden, District Administrator and the Colby School Board

From: Nathan Larsen, 6-12 Instrumental Music Teacher

Re: Information regarding an out-of-state trip

Colby High School Band is looking for approval of an out-of-state band trip to St. Louis, Missouri. The trip itinerary includes transportation, hotel accommodations, Zoo, River Boat Cruise, Arch, Six Flags, City Museum, and much more. The most important part of the trip is our performance at the Music in the Parks Festival. This will give our group the opportunity to perform in front of world class judges, against high quality school groups. The dates for the St. Louis Trip are April 2-5, 2020. I have been working with Group Travel Planners to plan this trip, and have quoted this trip at \$589 per student. The more students that go, the lower the cost will be. I am looking at between 30 and 35 students going on the trip along with Mr. Larsen and 3-4 other chaperones. The High School Band will be fund-raising to help offset their individual costs for the trip. The school district will not provide any funds towards this educational trip. Our trip in 2018 to Nashville was a huge success, and I am hoping to continue this tradition of a trip for years to come. It is a great way to get our students excited about band, and proud to be a part of the Colby Band Program. I would also like to be given the option to fundraise solely for this amazing opportunity by doing additional fundraisers to offset the cost of the trip. I would also like to request/ask at least 1 teacher/chaperones to aid with the students that will be attending the trip.

I have planned this trip to the best of my ability and I am still working on finalizing some details. I am eager to take students to St. Louis, Missouri and experience an awesome performance venue while representing both the State of Wisconsin and Colby with PRIDE. Students will receive a great musical, social, educational, and historical experience. They will be able to carry those experiences with them for the rest of their lives. Thankyou for your time.

Enclosed is a sample of the trip itinerary.



Leave it to the Experts
**Group Travel
 PLANNERS**

740 Southcross Dr W #205 Burnsville MN. 55306
 (800) 268-0243 or (952) 898-3478 Fax: (952) 898-2467
 Website: www.grouptravelplanners.com
 Email: drnelson@grouptravelplanners.com

Presents...
Your Custom St. Louis Proposal
COLBY HIGH SCHOOL BAND
4 Day, 3 Night Motorcoach Tour
April 1 - 4, 2020

TOUR PACKAGE COST PER PERSON (Based on Hotel Occupancy) as of 7/31/2019:
Note: Total Tour Package Includes All Bulleted Items Listed On This Proposal
QUAD: \$599.00 TRIPLE: \$650.00 DOUBLE: \$701.00 SINGLE: \$903.00

- **Number of Passengers:** 44 Students and 4 Adults
**Note: Changing the number of passengers will alter the per person tour cost.*
- **Transportation:** ONE Modern 56-Passenger Motorcoach (Equipped with DVD, Monitors & Restroom)
- **Insurance:** \$5,000,000 Liability Insurance Coverage per Motorcoach
 \$2,000,000 Liability Group Insurance Coverage
 Terrorism Liability Group Insurance Coverage
- **Hotel Accommodations:** THREE Nights at a preferred Hotel (with swimming pool upon availability)
- **Meals:** THREE Deluxe Continental Breakfasts (at the hotel), ONE Dinner at Bandana's BBQ, ONE Box Lunch on the cruise, ONE Dinner at Old Spaghetti Factory, ONE Six Flags Meal Voucher
- **Attractions:** St. Louis Zoo, Six Flags, St. Louis Art Museum, Gateway Arch and Riverboat Cruise Combo, Old Cathedral, Old Courthouse, City Museum
- **Musical Inclusions:** Music In The Parks Performance, *Additional performances arranged for your group free of charge! (some exceptions may apply)*
- **Tour Manager:** ONE GTP Representative will travel with the group to oversee your customized itinerary!
- ★ **BONUS!** This tour includes ONE all-inclusive Tour Package (Based on Double Occupancy), ALL Gratuities (Driver & Tour Managers included), ONE Complimentary Directors Gift, ONE Drawstring Bag for Each Participant, 24-hour emergency telephone service, travel packet, and a customized daily itinerary designed to specifically meet your group's needs!

IMPORTANT!

If you would like to alter this proposal please contact your Group Travel Planners Representative to inquire about optional Attractions, Meals, and Performances. (Any changes to the current proposal may increase or decrease the tour cost.)





Pre-Regional Meeting Workshop

4 pm – Registration Begins
4:30-6 pm – Workshop Program

Workshop: Strategies to Retain and Compensate Teachers

The labor market for teachers is changing quickly. Are you adapting your teacher compensation systems and recruitment and retention strategies to ensure that you are an attractive employment destination?

This workshop will focus on alternative compensation systems as well as strategies and tactics for attracting and retaining teachers. Learn about salaries, benefits, leave provisions, working conditions and “grow your own” programs that have been utilized by Wisconsin school districts.

WASB Staff Counsel



Regional Meeting Program

6 pm – Registration Begins
6:30 pm – Dinner | 7:30-9 pm – Regional Meeting Program

Regional Director Welcome

Member Recognition Awards

At each Regional Meeting, the WASB recognizes school board members who have reached a new achievement level in the WASB Member Recognition Program by attending and participating in activities and events sponsored by the WASB and the National School Boards Association (NSBA).

Elections (Regions 2, 5, 7, 11 and 15)

Each member school board and CESA board has one vote to elect a WASB regional director.

Legislative Update

The 2019-21 state budget has been signed into law. Learn more about what was and wasn't included, and what issues remain unresolved. The WASB Government Relations staff will give you the latest information on what's happening at the state Capitol, including which bills are currently being debated and which may still be on the way.

WASB Government Relations Staff

Executive Director's Report

John Ashley, WASB Executive Director, will conclude the evening with a report to members about the activities and future direction of the WASB.

Regional Meeting and Workshop Registration Information

- Regional Meeting registration fees vary by region. See reverse for details.
- Workshop registration is \$70 per person.
- Receive a \$10 discount for attending a workshop and a Regional Meeting. (If attending a workshop and Regional Meeting in different regions, contact the WASB to receive the discount.)
- Use the 2019 Regional Meeting online registration system at WASB.org to register for a Regional Meeting, workshop or both.
- A Pre-Regional Meeting Workshop will be held prior to each Regional Meeting in the same facility as the Regional Meeting. The workshops are open to school board members, district administrators, administrative assistants and other relevant staff. Members and staff are welcome to attend a workshop in any region.
- Members and staff do not need to be registered for a Regional Meeting in order to register for a workshop. However, pre-registration for workshops is strongly recommended as workshop capacity may be limited in some locations.

Save the Dates for Upcoming WASB Events

Governance Workshops

Understanding School Finance for Board Members

- Tuesday, Aug. 6 • CESA 11, Turtle Lake
- Wednesday, Aug. 7 • CESA 5, Portage

Leadership at the Board Table

- Tuesday, Aug. 20 • CESA 9, Tomahawk
- Thursday, Aug. 22 • CESA 2, Whitewater

Navigating Through Conflict

- Tuesday, Aug. 13 • CESA 6, Oshkosh
- Thursday, Aug. 15 • CESA 3, Fennimore

Legislative Advocacy Conference

Saturday, Nov. 2 • Holiday Inn Hotel & Convention Center, Stevens Point

99th Wisconsin Joint State Education Convention Expanding Your Vision

Jan. 22-24, 2020 • Wisconsin Center, Milwaukee

Network with colleagues and WASB staff

Join us at your Regional Meeting this fall to network with area board members, celebrate accomplishments, and learn about the WASB's activities and plans.

Boards in Regions 2, 5, 7, 11 and 15 will be voting for a WASB regional director. (WASB directors serve staggered, three-year terms.)

The Regional Meetings will feature an in-depth Legislative Update and a report from the WASB Executive Director.

Prior to your Regional Meeting, take part in an optional workshop on strategies to retain and compensate teachers. The workshop will be conducted by an experienced WASB attorney.

Visit WASB.org to register online. Registration fees for the Regional Meetings vary by region based on location. The pre-meeting workshop registration fee is \$70. Register for both events and receive a \$10 discount.

Visit WASB.org to register.



Date	Region	City	Location	Cost
SEPT. 24	8	Kiel	Millhome Supper Club 16524 Lax Chapel Rd.	\$34
SEPT. 25	3	Green Bay	Rock Garden/Comfort Suites 1951 Bond St.	\$36
OCT. 2	10	Wisconsin Dells	Trappers Turn 2955 Wisconsin Dells Pkwy.	\$34
OCT. 3	13	Elkhorn	Monte Carlo Room 720 N. Wisconsin St.	\$39
OCT. 8	9	Fennimore	Southwest Tech 1800 Bronson Blvd.	\$23
OCT. 10	12	Sun Prairie	Meadow View Elementary School 200 N. Grand Ave.	\$33
OCT. 15	1	Ashland	Best Western - The Hotel Chequamegon 101 Lake Shore Drive W	\$35
OCT. 16	1	Rice Lake	Lehman's Supper Club 2911 S. Main St.	\$35
OCT. 17	2★	Minocqua	Norwood Pines Supper Club 10171 Hwy. 70	\$29
OCT. 22	6	Black River Falls	Black River Falls High School 1202 Pierce St.	\$29
OCT. 23	4	Menomonie	Off Broadway (by Stout Ale House) 1501 N. Broadway St.	\$32
OCT. 24	5★	Rothschild	Holiday Inn Rothschild 1000 Imperial Ave.	\$37
OCT. 29	11★ & 15★	Pewaukee	Holiday Inn Pewaukee/Milwaukee West N14 W24140 Tower Place	\$39
OCT. 30	7★	Neenah	Bridgewood Resort 1000 Cameron Way	\$37
TBD	14	Milwaukee	MPS Administration Building 5225 W. Vliet St.	N/A

★ Denotes regions with elections for WASB Board of Directors

Visit WASB.org for directions to all locations.



Diversity in Rural Schools

Welcome Reception
October 27, 2019

Conference
October 28-29, 2019

Glacier Canyon Lodge at the Wilderness
Wisconsin Dells, Wisconsin

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.

Glacier Canyon Lodge at the Wilderness

45 Hillman Road
Wisconsin Dells, Wisconsin
Reservations (800) 867-9453

Single \$82 Double \$99

Mention WiRSA Conference
at Glacier Canyon Lodge to receive rates.

Code Leader #678486
Deadline for rates is September 25.

If you are interested in making this a family weekend prior to the conference, Glacier Canyon Lodge is offering a special room rate for Friday and Saturday at **\$115.99/night**. *This rate is their Double Queen Sofa: This 400 square foot room features two queen-size beds and a sleeper sofa. Rates are based on a 4-person occupancy with a maximum of 6. Children 2 and under stay FREE and do not need to be included in the number of registered guests.) Waterpark access is included with your stay for all registered guests.*

Affordable Conference with Many Takeaways

- **40 Breakout Sessions**
- **Four Featured Speakers**
Anthony Ianni
Former Michigan State Basketball Player and now works for the Michigan Department of Civil Rights, is one of the most sought-after anti-bullying motivational speakers

Scott Jordan
2017 NREA National Rural Teacher of the Year. Scott is a middle and high school, and college science educator, from rural New York. Listen to Scott discuss this amazing outdoor education program and how it impacts students.

Alan Pratt
NREA President, NREA Update

Colleen Timm
Colleen and her CESA 7 Team will discuss the new Redefining Ready Initiative
- **WiRSA Rural Awards**
- **WiRSA Scholarship Auction**
All proceeds go towards college scholarships for our members schools.
- **DPI Stand Up for Rural Schools, Libraries & Communities Awards**
- **New this year WiRSA Job Fair – watch for update**
- **Two hosted receptions that will allow you to network with your peers and relax.**
- **Make it a Family Weekend**
Take advantage of Glacier Canyon’s special weekend rate and bring your family for some fun prior to the conference.

Program will be available on July 23.
<https://wirsra.org/wirsra-conference/>

Conference Registration

Members \$90 Non-Members \$140
Student & Grad School \$50

[Link to Registration](#)

Contact Kim Kaukl, WiRSA at (608) 553-0689 or kimkaukl@wirsra.org, if you require assistance.

Conference Cancellation Policy

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

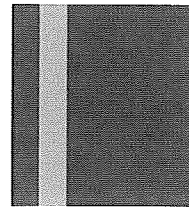
For more information, contact
Kim Kaukl, WiRSA Executive Director
(608) 553-0689
kimkaukl@wirsra.org



Follow WiRSA on Facebook
facebook.com/wisruralschoolsalliance

Lori Holtzheimer
310 W Kennedy Ave. Apt. 104
Dorchester, WI 54425

(715)897-5649 lholtzheimer@yahoo.com



August 8, 2019

Laurie Hesgard
Colby School District
705 N 2nd Street
Colby, WI 54421

Dear Laurie,

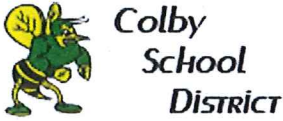
I'm writing this with a heavy heart, but I have decided to resign my position of Lunch Room Aide effective immediately. Thank you very much for the years I have worked at the school. I actually can say I have enjoyed my years here, loved being around all the students and forming bonds with some of them, they always made me smile and brightened my days. I would also like to take this time to thank you for giving me a job to begin with, and for being understanding when I needed time off for appointments, and when I wasn't doing well with my health and needed time off. At this time my health and my family need to come first. I would also like to possibly stay on as a sub for the kitchen, so I can at least help there when I can. I will sadly miss being a part of the Colby School District!!

Sincerely,

A handwritten signature in cursive script that reads "Lori Holtzheimer".

Lori Holtzheimer





Seifert, Kristen <kseifert@colby.k12.wi.us>

Fwd: Special Olympics

1 message

Hagen, Jim <jhagen@colby.k12.wi.us>

Wed, Jul 24, 2019 at 2:02 PM

To: Steve Kolden <skolden@colby.k12.wi.us>, Kristen Seifert <kseifert@colby.k12.wi.us>

----- Forwarded message -----

From: **Schalow, Nicole** <nschalow@colby.k12.wi.us>

Date: Wed, Jul 24, 2019 at 1:36 PM

Subject: Special Olympics

To: Jim Hagen <jhagen@colby.k12.wi.us>

Dear Mr. Jim Hagen and Colby School District,

Please accept this letter as formal notification that I am resigning from my position as Special Olympics Bowling Head Coach, Basketball Assistant Coach, as well as Track and Field Assistant Coach.

Thank you so much for the opportunity to work in this position for the past year. I've greatly enjoyed and appreciated the opportunities I've had to learn and grow both as a teacher and a coach. I have learned so much about working with individuals with Special Needs in the athletic field, which is a complete 180 from the classroom.

I will do everything possible to wrap up my duties and can help out training new team members if necessary. Please let me know if there's anything else I can do to help during this transition.

Sincerely,

Nicole Schalow

--

Nicole Schalow

Special Education Teacher
Special Olympics Coach
Colby High School
715-223-2338 ext. 5160

--

Jim Hagen
Colby Middle School Principal/Activities Director
Head Varsity Football Coach
(715)-223-8869 ext. 4225

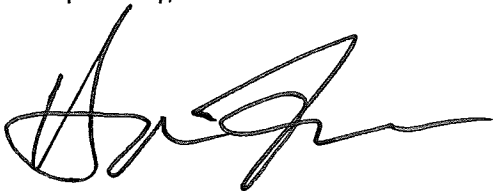
August 12, 2019

Dennis,

As we discussed, I am retiring and moving to Stevens Point in the next few weeks. I will be resigning from my position at the Colby Middle School. My last day will be Friday, September 6, 2019.

It has been a pleasure to work with you.

Respectfully,

A handwritten signature in black ink, appearing to read 'Hugh Feirer', with a long horizontal flourish extending to the right.

Hugh Feirer

August 12, 2019



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

Fwd:

1 message

Hagen, Jim <jhagen@colby.k12.wi.us>

Tue, Aug 13, 2019 at 3:14 PM

To: Kristen Seifert <kseifert@colby.k12.wi.us>, Steve Kolden <skolden@colby.k12.wi.us>

Please place his resignation on the next school board agenda.

Jim Hagen

----- Forwarded message -----

From: **Tim Stewart** <tstewart@cecoop.com>

Date: Tue, Aug 13, 2019 at 12:00 PM

Subject:

To: Hagen, Jim (jhagen@colby.k12.wi.us) <jhagen@colby.k12.wi.us>

Cc: mstewart@colby.k12.wi.us <mstewart@colby.k12.wi.us>

I received the C team coaching agreement yesterday. I appreciate the opportunity these last two years. We had a great deal of success and the kids progressed both as a player and a person. However, I think it is probably time for someone else to take over the C team assignment.

If you can't find anyone of quality, I could and would do it again this year but if you had the opportunity to give it to someone else that knows the game

And does right by kids that would be OK too.

Let me know

Tim

--

Ashley Dake
W4027 Stetson Avenue
Stetsonville, WI 54480
August 5, 2019

Mr. Steve Kolden
Superintendent
Colby School District
705 N 2nd Street
PO Box 110
Colby, WI 54405

Dear Mr. Kolden:

It is with regret that I tender my resignation from the Colby School District. This will be my official two weeks notice.

I am grateful for having had the opportunity to work for the Colby School District for the past couple of months, and I offer my best wishes for its continued success.

Sincerely,



Ashley Dake
Accounts Payable/Purchasing/Special Education Secretary

----- Forwarded message -----

From: **Szybowicz, Stephanie** <sszybowicz@colby.k12.wi.us>

Date: Wed, Aug 14, 2019 at 7:05 AM

Subject: separating from employment

To: William Tesmer <wtesmer@colby.k12.wi.us>, Cheryl Ploeckelman

<cploeckelman@colby.k12.wi.us>, Todd Schmidt <tschmidt@colby.k12.wi.us>, Jennifer

Lopez <jlopez@colby.k12.wi.us>, Eric Elmhorst <eelmhorst@colby.k12.wi.us>, Jean

Schmitt <jschmitt@colby.k12.wi.us>, Teri Hanson <thanson@colby.k12.wi.us>

I am separating from employment with the Colby School District as of this date. I can no longer work for an administrator who makes you pay to keep your job. I work over 75 hours and then you do not pay me? Where did that money go? Someone getting a bonus? am I helping to pay for the electric bill?

Life happens and not just during holidays and summer time. I am a twenty year loyal employee with an excellent attendance record. To continue forward knowing that when, not if, I might need to take time off (WITHOUT PAY) I will have to PAY YOU, out of pocket, to keep my job.

Your administrator said this policy was in place to "discourage the behavior" of taking time off if you're not "sick". So now if I want to see a new grandchild, attend a funeral or wedding, see my daughter's new home, etc. might cost me to attend. To have over 900.00 withheld from my last paycheck made me feel like a naughty child who needed to be punished. I will not be bullied. I'm done.

"The greatest win is walking away and choosing not to engage in drama and toxic energy at all" - Lalah Delia

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Rosemeyer, Logan High School Math
Employee's Name: Last, First Position and Building Location

FTE: 1.0 Continuing Position? Yes No

(If no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: _____

Work schedule for hourly staff (to include scheduled lunch break) _____ a.m. To _____ p.m.

Desired start date: Aug 2019 Is this a support staff position? Yes No If yes, please attach work calendar.

Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No

Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:

Marcia Diedrich
Immediate or Program Supervisor's Signature

8-2-19
Date

S. Kolden
Superintendent's Signature

8-5-19
Date

Reason for position vacancy:

Resignation

Date position was vacated:

July, 2019

Number of candidate files:

2

Number of candidates after screening:

2

Number of candidates interviewed:

2

Person vacating position:

Richard Melcher

Recruitment area:

WECAN

Person(s) doing screening:

Marcia Diedrich

Person(s) doing interviewing:

Marcia Diedrich, Jim Hagen

Candidate Biography / Resume & Application Attached

Employee needs the following:

Web Page Access Email Phone Extension
 Student Information System Lunch Account FOB/Key

OFFICE USE ONLY

SALARY: _____

CODE: _____

PAYROLL
 BOOKKEEPER
 ACCT. PAYABLE

505 WEST SPENCE ST. • P.O. BOX 139 • COLBY, WI 54421-0139
PHONE 715.223.2301 • FAX 715.223.4539
SKOLDEN@COLBY.K12.WI.US

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Employee's Name: Last, First Special Education Teacher / High School
Position and Building Location

FTE: 1.0 Continuing Position? Yes No

(IF no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: _____

Work schedule for hourly staff (to include scheduled lunch break) _____ a.m. To _____ p.m.

Desired start date: Aug. 2019 Is this a support staff position? Yes No If yes, please attach work calendar.

Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No

Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:

Jason Penry _____
Immediate or Program Supervisor's Signature

S. Kolden _____
Superintendent's Signature

8/6/2019 _____
Date

8-7-2019 _____
Date

Reason for position vacancy:

Resignation

Date position was vacated:

June 2019

Number of candidate files:

5

Number of candidates after screening:

3

Number of candidates interviewed:

3

Person vacating position:

Tina Feiten

Recruitment area:

WECAN

Person(s) doing screening:

J. Penry

Person(s) doing interviewing:

J. Penry, M. Diedrich, L. Underwood, M. Tesmer

Candidate Biography / Resume & Application Attached

Employee needs the following:

Web Page Access Email Phone Extension
 Student Information System Lunch Account FOB/Key

505 WEST SPENCE ST. • P.O. BOX 139 • COLBY, WI 54421-0139
PHONE 715.223.2301 • FAX 715.223.4539
SKOLDEN@COLBY.K12.WI.US

<p>OFFICE USE ONLY</p> <p>SALARY: _____</p> <p>CODE: _____</p> <p><input type="checkbox"/> PAYROLL</p> <p><input type="checkbox"/> BOOKKEEPER</p> <p><input type="checkbox"/> ACCT. PAYABLE</p>
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SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Kloth DeeAnna MS Computer
Employee's Name: Last, First Position and Building Location

FTE: 2hrs. per Day Continuing Position? Yes No
(If no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: _____

Work schedule for hourly staff (to include scheduled lunch break) 11:00 a.m. To 1:00 p.m.
Desired start date: Sept 3 Is this a support staff position? Yes No If yes, please attach work calendar.
Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No
Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:
Laurie Heggard 8-8-19
Immediate or Program Supervisor's Signature Date
S. Kolden 8-12-19
Superintendent's Signature Date

Reason for position vacancy: Person left

Person vacating position: Jennifer Frankiewicz

Date position was vacated:

Recruitment area: Food Service

Number of candidate files: 1

Person(s) doing screening: 1

Number of candidates after screening: 1

Person(s) doing interviewing: Laurie Heggard

Number of candidates interviewed: 1

Candidate Biography / Resume & Application Attached

Employee needs the following:

Web Page Access Email Phone Extension
 Student Information System Lunch Account FOB/Key

OFFICE USE ONLY

SALARY: _____

CODE: _____

PAYROLL
 BOOKKEEPER
 ACCT. PAYABLE

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Lampe, Darrin Custodian - H.S. evening
 Employee's Name: Last, First Position and Building Location

FTE: 1 Continuing Position? Yes No
 (IF no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: Custodial

Work schedule for hourly staff (to include scheduled lunch break) 3:15 ^{pm} a.m. To 11:45 p.m.

Desired start date: Aug. 26, 2019 Is this a support staff position? Yes No If yes, please attach work calendar.

Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No

Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:
Dennis Wenzel Aug. 1, 2019
 Immediate or Program Supervisor's Signature Date
Steve Kolden 8-5-19
 Superintendent's Signature Date

Reason for position vacancy: departure **Person vacating position:** David Paul
Date position was vacated: Aug. 23, 2019 **Recruitment area:** H.S.
Number of candidate files: 11 **Person(s) doing screening:** Dennis Wenzel
Number of candidates after screening: 6 **Person(s) doing interviewing:** Dennis Wenzel
Number of candidates interviewed: 4

<p>Candidate Biography / Resume & Application Attached</p> <p>Employee needs the following:</p> <p><input type="checkbox"/> Web Page Access <input type="checkbox"/> Email <input type="checkbox"/> Phone Extension</p> <p><input type="checkbox"/> Student Information System <input type="checkbox"/> Lunch Account <input type="checkbox"/> FOB/Key</p>	<p>OFFICE USE ONLY</p> <p>SALARY: _____</p> <p>CODE: _____</p> <p><input type="checkbox"/> PAYROLL</p> <p><input type="checkbox"/> BOOKKEEPER</p> <p><input type="checkbox"/> ACCT. PAYABLE</p>
--	--

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Employee's Name: Last, First Telford Kathy Position and Building Location Server - El. FFU Program

FTE: extra 1/2 hrs Continuing Position? Yes No
For the school year
(If no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: _____

Work schedule for hourly staff (to include scheduled lunch break) 7:00 a.m. To 1:00 p.m.

Desired start date: Sept. 3rd Is this a support staff position? Yes No If yes, please attach work calendar.

Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No

Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:

Laurie Kerguel
Immediate or Program Supervisor's Signature

8-5-19
Date

[Signature]
Superintendent's Signature

8-5-19
Date

Reason for position vacancy:
NEW

Grant Funded

Person vacating position:
NEW

Date position was vacated:

Recruitment area:

Number of candidate files:

Person(s) doing screening:

Number of candidates after screening:

Person(s) doing interviewing:

Number of candidates interviewed:

Candidate Biography / Resume & Application Attached

Employee needs the following:

Web Page Access Email Phone Extension
 Student Information System Lunch Account FOB/Key

OFFICE USE ONLY

SALARY: _____

CODE: _____

PAYROLL
 BOOKKEEPER
 ACCT. PAYABLE

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Maurina, Michelle COOK HS. Kitchen
 Employee's Name: Last, First Position and Building Location

FTE: 7 hrs. Continuing Position? Yes No
 (If no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: _____

Work schedule for hourly staff (to include scheduled lunch break) 6:00 a.m. To 1:30 p.m.
 Desired start date: Sept. 3rd Is this a support staff position? Yes No If yes, please attach work calendar.
 Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No
 Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:
Laurie Hesgaul 7-23-19
 Immediate or Program Supervisor's Signature Date
S. Kolden 7-30-19
 Superintendent's Signature Date

Reason for position vacancy: Rose Kulas - cook Person vacating position: Rose Kulas
retired
Date position was vacated: June Recruitment area: Food Service
Number of candidate files: 1 Person(s) doing screening: 1
Number of candidates after screening: _____ Person(s) doing interviewing: 1
Number of candidates interviewed: 1

Candidate Biography / Resume & Application Attached

Employee needs the following:

Web Page Access Email Phone Extension
 Student Information System Lunch Account FOB/Key

OFFICE USE ONLY
 SALARY: _____
 CODE: _____
 PAYROLL
 BOOKKEEPER
 ACCT. PAYABLE

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Henns, Bill
Employee's Name: Last, First

Custodian - M.S. Days
Position and Building Location

FTE: 1 Continuing Position? Yes No

(If no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: Custodian

Work schedule for hourly staff (to include scheduled lunch break) 6:30 a.m. To 3:00 p.m.

Desired start date: Sept. 7, 2019 Is this a support staff position? Yes No If yes, please attach work calendar.

Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No

Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:

Dennis Wood
Immediate or Program Supervisor's Signature

Aug 16, 2019
Date

Steven Kolden
Superintendent's Signature

Date

Reason for position vacancy: M.S. Custodian moving from district

Person vacating position: Hugh Fein

Date position was vacated: Sept. 6, 2019

Recruitment area: District

Number of candidate files: 2

Person(s) doing screening: Dennis Wood

Number of candidates after screening: 2

Person(s) doing interviewing: Dennis Wood

Number of candidates interviewed: 2

Candidate Biography / Resume & Application Attached

Employee needs the following:

Web Page Access Email Phone Extension
 Student Information System Lunch Account FOB/Key

OFFICE USE ONLY

SALARY: _____

CODE: _____

PAYROLL
 BOOKKEEPER
 ACCT. PAYABLE

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Langreek, Dakota Custodial - H.S. evening
Employee's Name: Last, First Position and Building Location

FTE: ✓ Continuing Position? Yes No

(IF no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: Custodian

Work schedule for hourly staff (to include scheduled lunch break) 3:15 ^{PM} a.m. To 11:45 p.m.

Desired start date: Sept. 3, 2019 Is this a support staff position? Yes No If yes, please attach work calendar.

Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No

Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:

Dennis Wenzel
Immediate or Program Supervisor's Signature

Aug. 12, 2019
Date

S. Kolden
Superintendent's Signature

8-13-2019
Date

Reason for position vacancy: Internal Position Shifts

Person vacating position: Internal Position

Date position was vacated: Sept. 3, 2019

Recruitment area: H.S.

Number of candidate files: 11

Person(s) doing screening: Dennis Wenzel

Number of candidates after screening: 9

Person(s) doing interviewing: Dennis Wenzel

Number of candidates interviewed: 9

Candidate Biography / Resume & Application Attached

Employee needs the following:

Web Page Access Email Phone Extension
 Student Information System Lunch Account FOB/Key

OFFICE USE ONLY

SALARY: _____

CODE: _____

PAYROLL
 BOOKKEEPER
 ACCT. PAYABLE

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Hinz, Mike Housekeeping - 2am evenings
 Employee's Name: Last, First Position and Building Location

FTE: 1 Continuing Position? Yes No

(IF no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: Housekeeping

Work schedule for hourly staff (to include scheduled lunch break) 2:45 ^{pm} a.m. To 11:15 p.m.

Desired start date: Aug. 30, 2019 Is this a support staff position? Yes No If yes, please attach work calendar.

Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No

Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:

Dennis Wenzel Aug. 15, 2019
 Immediate or Program Supervisor's Signature Date
Steve Kolden _____
 Superintendent's Signature Date

Reason for position vacancy: Former Housekeeper moved.

Person vacating position: Bonnie Marcott

Date position was vacated: May 24, 2019

Recruitment area: Wis.

Number of candidate files: 11

Person(s) doing screening: Dennis Wenzel

Number of candidates after screening: 10

Person(s) doing interviewing: Dennis Wenzel

Number of candidates interviewed: 9

Candidate Biography / Resume & Application Attached

Employee needs the following:

Web Page Access Email Phone Extension
 Student Information System Lunch Account FOB/Key

OFFICE USE ONLY

SALARY: _____

CODE: _____

PAYROLL
 BOOKKEEPER
 ACCT. PAYABLE

SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

Request To: Hire Transfer Expand Employment
(Please check appropriate assignment)

Purpose: To request approval for persons who have been transferred to a new position, have current assignment expanded, or tendered employment. In order to insure compliance with federal and state laws, clearance must be obtained from the human resources director prior to the person reporting to work.

Wehrman, Marion Instructional Aid - Little Stars/Elementary
Employee's Name: Last, First Position and Building Location

FTE: 1.0 Continuing Position? Yes No

(If no, Start and End Dates) _____ through _____

Administration Teacher Long Term Sub Instructional Aide Clerical Maintenance Food Service Coach
 Other: _____

Work schedule for hourly staff (to include scheduled lunch break) _____ a.m. To _____ p.m.

Desired start date: 8-19-19 Is this a support staff position? Yes No If yes, please attach work calendar.

Does this position require a substitute? Yes No Work Permit Attached (If Needed) Yes No

Indicate all account number(s) and percent of time for each account number to charge wages to (including grant accounts)

Hire Requested by:

Jason Penry _____
Immediate or Program Supervisor's Signature

8/12/19
Date

Steven Kolden _____
Superintendent's Signature

8/16/19
Date

Reason for position vacancy:

NA

Date position was vacated:

NA

Number of candidate files:

7

Number of candidates after screening:

2

Number of candidates interviewed:

2

Person vacating position:

NA

Recruitment area:

Internal Posting, Newspaper

Person(s) doing screening:

J. Penry, J. Pipkom, T. Colby-Schwantes

Person(s) doing interviewing:

J. Penry, J. Pipkom, T. Colby-Schwantes

Candidate Biography / Resume & Application Attached

Employee needs the following:

Web Page Access Email Phone Extension
 Student Information System Lunch Account FOB/Key

OFFICE USE ONLY	
SALARY: _____	
CODE: _____	
<input type="checkbox"/> PAYROLL	
<input type="checkbox"/> BOOKKEEPER	
<input type="checkbox"/> ACCT. PAYABLE	

FINANCIAL REPORT
 BOARD OF EDUCATION MEETING
 19-Aug-19

TOTAL REVENUE -
 JULY \$ 307,516.79

NICOLET NATIONAL BANK -
 REFERENDUM APPROVED ACCOUNT 1077-1082 \$67,617.00
 PENSION ACCOUNT

NICOLET NATIONAL BANK -
 MANUAL CHECKS 223-233 \$121,585.22

FORWARD FINANCIAL
 MANUAL CHECKS 327-329 \$ 5,421.29
 REGULAR CHECKS 32332-32349 \$ 10,416.83
 DIRECT DEPOSITS 900075038-900075357 \$ 112,361.87
 WIRE TRANSFERS 201900001-201900011 \$ 110,843.30

ADVANTAGE BANK-
 REGULAR CHECKS 77555 \$ 7,983.98
 77556 \$ 250.74
 77557-77559 \$ 162,681.67
 77560-77561 \$ 156,296.75
 77562-77616 \$ 79,449.69
 77617 \$ 274.84
 77618-77669 \$ 45,287.80

TOTAL \$ 452,225.47

TOTAL CHECKS TO BE APPROVED \$880,470.98

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
June ADM	Record ADM Interest for June	2018-2019	06/30/2019	Batch Entry	Batch

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DSC/PAY TYPE	ACCOUNT/QUICK KEY	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
B149	1		ADM Interest		49 R 800 280 500000 606	638302	06/30/19	0.00	2,162.22
				OTHER TYPE					

OTHER TYPE GRAND TOTAL 0.00 2,162.22

1 LINE ENTRY FOR 1 BATCH GRAND TOTALS 0.00 2,162.22

GRAND TOTAL DIFFERENCE 0.00 -2,162.22

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

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
JULY REC	JULY RECEIPTS	2019-2020	07/31/2019	Batch Entry	Batch

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DSC/PAY TYPE	ACCOUNT/QUICK KEY	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
BNK2	1		SPENCER PUBLIC SCHOOLS		10 A 000 000 715200 000	638305	07/12/19	0.00	9,501.05
			CHECK 79368						
BNK2	2		BURNETT TRANSIT		10 E 800 341 256743 000	638306	07/12/19	0.00	400.00
			CHECK 65472						
BNK2	3		JW DRIVING ACADEMY LLC		10 R 800 293 500000 000	638307	07/12/19	0.00	450.00
			CHECK 2031						
BNK2	4		WIAA		10 R 800 271 162000 000	638308	07/12/19	0.00	344.40
			CHECK 137500						
BNK2	5		STUDENTS		10 R 800 264 500000 000	638309	07/12/19	0.00	3.00
			CASH						
BNK2	6		SARA UHLIG		10 R 800 264 500000 000	638310	07/12/19	0.00	5.00
			CASH						
BNK2	7		CITY OF COLBY		10 A 000 000 713200 000	638311	07/12/19	0.00	222.27
			CHECK 16518						
BNK2	8		Midway Auto - Scrap Iron Sold		10 R 800 264 500000 000	638312	07/17/19	0.00	129.00
			CHECK 14504						
BNK2	9		Community Education - Open Swim		80 R 800 271 300000 000	638313	07/17/19	0.00	216.00
			OTHER TYPE						
BNK2	10		School District of Abbotsford		10 A 000 000 713200 000	638314	07/23/19	0.00	8,866.24
			CHECK 60512						
BNK2	11		Students - Computer Equipment		10 R 800 264 500000 000	638315	07/26/19	0.00	25.00
			CHECK 1014						
BNK2	12		Students - Computer Equipment		10 R 800 264 500000 000	638316	07/26/19	0.00	2.00
			CASH						
BNK2	13		Community Education - Open Swim		80 R 800 271 300000 000	638317	07/26/19	0.00	201.00
			CASH						
BNK2	14		Monica Tesmer Red Cross Certifications		80 R 800 271 232200 000	638318	07/31/19	0.00	190.00
			CHECK 2925						
BNK2	15		Monica Tesmer Red Cross Certifications		80 R 800 271 232200 000	638318	07/31/19	0.00	38.00
			CHECK 2926						
BNK2	16		Students - Class of 2022		10 R 800 292 500000 000	638319	07/31/19	0.00	5.00
			CHECK 1391						
BNK2	17		Students - Comm and Woods		10 R 800 292 500000 000	638319	07/31/19	0.00	20.00
			CHECK 1391						
BNK2	18		Athletic Fees		10 R 800 292 162000 000	638320	07/31/19	0.00	500.00
			CASH						

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
JULY REC	JULY RECEIPTS	2019-2020	07/31/2019	Batch Entry	Batch

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DSC/PAY TYPE	ACCOUNT/QUICK KEY	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED									
BNK2	19		Athletic Fees		10 R 800 292 162000 000	638321	07/31/19	0.00	1,950.00
				CHECK					
BNK1	20		Forward Bank Interest		10 R 800 280 500000 000	638322	07/31/19	0.00	49.53
				OTHER TYPE					
BNK2	21		Nicolet Interest		10 R 800 280 500000 000	638323	07/31/19	0.00	1,111.03
				OTHER TYPE					
BNK3	22		Nicolet Interest		39 R 800 280 281000 000	638324	07/31/19	0.00	310.18
				OTHER TYPE					
BN72	23		Nicolet Interest		72 R 800 280 420000 000	638325	07/31/19	0.00	31.57
				OTHER TYPE					
BN46	24		Nicolet Interest		46 R 800 280 500000 000	638326	07/31/19	0.00	0.05
				OTHER TYPE					
BN49	25		Nicolet Interest		49 R 800 280 500000 606	638327	07/31/19	0.00	171.56
				OTHER TYPE					
BNK2	26		DPI Exempt Computer Aid		10 A 000 000 715500 000	638329	07/31/19	0.00	1,891.44
				OTHER TYPE					
BNK2	27		DPI Delayed Equalization Aid		10 A 000 000 715500 000	638330	07/31/19	0.00	112,948.00
				OTHER TYPE					
BNK2	28		DPI School Breakfast		50 A 000 000 715600 000	638331	07/31/19	0.00	8,778.62
				OTHER TYPE					
BNK2	29		DPI School Lunch		50 A 000 000 715600 000	638332	07/31/19	0.00	32,421.70
				OTHER TYPE					
BNK2	30		DPI School Snack Program		50 A 000 000 715600 000	638333	07/31/19	0.00	126.49
				OTHER TYPE					
BNK2	31		DPI Title 2		10 A 000 000 715600 000	638334	07/31/19	0.00	25,504.70
				OTHER TYPE					
BNK2	32		DPI Title 4		10 A 000 000 715600 000	638335	07/31/19	0.00	21,415.22
				OTHER TYPE					
BNK2	33		State of WI DPI - Breakfast Program		50 R 800 717 257225 000	638336	07/31/19	0.00	1,569.73
				OTHER TYPE					
BNK2	34		State of WI DPI - Lunch Program		50 R 800 717 257220 000	638337	07/31/19	0.00	6,246.66
				OTHER TYPE					
BNK2	35		Summer Food Program		50 R 800 717 257250 000	638338	07/31/19	0.00	3,099.32
				OTHER TYPE					
BNK2	36		IDEA Flow Through		27 A 000 000 715600 000	638339	07/31/19	0.00	640.25
				OTHER TYPE					

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
JULY REC	JULY RECEIPTS	2019-2020	07/31/2019	Batch Entry	Batch

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DSC/PAY TYPE	ACCOUNT/QUICK KEY	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED									
BNK2	37		Carl Perkins Grant		10 A 000 000 715420 000	638340	07/31/19	0.00	9,608.00
				OTHER TYPE					
BNK2	38		Title Receivables		10 A 000 000 715600 000	638340	07/31/19	0.00	55,580.96
				OTHER TYPE					
BNK2	39		Vanco Payments		50 R 800 990 257220 000	638341	07/31/19	0.00	24.05
				OTHER TYPE					
BNK0	40		ACB Interest		10 R 800 280 500000 000	638342	07/31/19	0.00	24.47
				OTHER TYPE					
								CASH TOTAL	711.00
								CHECK TOTAL	22,140.96
								OTHER TYPE TOTAL	281,769.53
40 LINE ENTRIES FOR BATCH NUMBER JULY REC								TOTALS FOR BATCH	304,621.49
								BATCH TOTAL DIFFERENCE	-304,621.49
								CASH GRAND TOTAL	711.00
								CHECK GRAND TOTAL	22,140.96
								OTHER TYPE GRAND TOTAL	281,769.53
40 LINE ENTRIES FOR 1 BATCH								GRAND TOTALS	304,621.49
								GRAND TOTAL DIFFERENCE	-304,621.49

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

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
Addl Jul	Additional July Receipts	2019-2020	07/31/2019	Batch Entry	Batch

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DSC/PAY TYPE	ACCOUNT/QUICK KEY	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
BNK2	1		July Lunch Money		50 R 800 251 257220 000	638343	07/31/19	0.00	733.08
				OTHER TYPE					
								OTHER TYPE GRAND TOTAL	0.00 733.08
								1 LINE ENTRY FOR 1 BATCH	GRAND TOTALS 0.00 733.08
								GRAND TOTAL DIFFERENCE	0.00 -733.08

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

August 2019 Board Report

Forward Financial:

Manual Checks 327-329	5,421.29
Wire Transfers 20190001-201900011	110,843.30
Direct Deposits 900075038-900075357	112,361.87
Regular Checks 32332-32349	10,416.83

Nicolet National Bank:

Manual Checks 223-233	121,585.22
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Forward Financial:

Manual Checks: \$5,421.29

7/10/2019	327	GREAT WEST	2,302.64
7/24/2019	328	GREAT WEST	1,818.65
7/31/2019	329	AMERICAN FUNDS	1,300.00

Wire Transfers: \$110,843.80

7/31/2019	201900001	WISCONISN RETIREMENT SYSTEM	17,604.26
7/31/2019	201900003	WISCONISN RETIREMENT SYSTEM	17,037.86
7/31/2019	201900005	WISCONISN RETIREMENT SYSTEM	17,037.86
7/31/2019	201900006	WISCONISN RETIREMENT SYSTEM	17,037.58
7/31/2019	201900008	WISCONISN RETIREMENT SYSTEM	10,424.14
7/31/2019	201900009	WISCONISN RETIREMENT SYSTEM	10,423.90
7/31/2019	201900010	WISCONISN RETIREMENT SYSTEM	10,639.10
7/31/2019	201900011	WISCONISN RETIREMENT SYSTEM	10,639.10

Direct Deposits: \$112,361.87

900075038-900075108 = \$78,603.45

900075314-900075357 = \$33,758.42

Regular Checks : \$10,416.83

7/19/2019	32332	Payroll Check	1,582.56
7/19/2019	32333	Payroll Check	431.73
7/19/2019	32334	Payroll Check	195.20
7/19/2019	32335	Payroll Check	105.28
7/19/2019	32336	Payroll Check	35.09
7/19/2019	32337	Payroll Check	52.64
7/19/2019	32338	Payroll Check	429.89
7/19/2019	32339	Payroll Check	140.38
7/19/2019	32340	Payroll Check	1,471.11
6/28/2019	32341	WI Support Collections Fund	569.07
6/28/2019	32342	Payroll Check	1,582.56
6/28/2019	32343	Payroll Check	443.28
6/28/2019	32344	Payroll Check	285.13
6/28/2019	32345	Payroll Check	434.27
6/28/2019	32346	Payroll Check	17.54
6/28/2019	32347	Payroll Check	4.39
6/28/2019	32348	Payroll Check	517.62
6/28/2019	32349	Payroll Check	552.71

Nicolet National Bank:

Manual Checks: \$121,585.22

7/5/2019	223 EBC - FLEX WITHHELD	\$329.14
7/5/2019	224 WEA TRUST ADVANTAGE	\$2,659.55
7/5/2019	225 EBC - HRA DEDUCTIBLES	\$13,668.63
7/5/2019	226 STATE TAX WITHHELD	\$8,285.37
7/5/2019	227 FED/FICA TAX WITHHELD	\$42,477.54
7/15/2019	228 EBC - ADMIN FEES	\$551.25
7/31/2019	229 N/A	
7/19/2019	230 EBC - FLEX WITHHELD	\$329.14
7/19/2019	231 WEA TRUST ADVANTAGE	\$2,659.55
7/19/2019	232 STATE TAX WITHHELD	\$7,760.79
7/19/2019	233 FED/FICA TAX WITHHELD	\$42,864.26

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1077	A.C. HOLTZHAUSEN & SONS INC	07/29/2019	JULY1DRAW	ELECTRICAL WORK FOR KITCHEN UPGRADE	1011920017	11,000.00	22,500.00
49 E 800 327 255000 606			CAP PROJ SALE OF LAND/BLDGS/FAC ACQUISITION & REMODELIN			11,000.00	
			JULY2DRAW	GAS LINE FOR FACE REMODEL	1011920013	1,500.00	
49 E 800 327 255000 606			CAP PROJ SALE OF LAND/BLDGS/FAC ACQUISITION & REMODELIN			1,500.00	
			JULYDRAW	ELECTRICAL WORK FOR FACE UPGRADE	1011920008	10,000.00	
49 E 800 327 255000 606			CAP PROJ SALE OF LAND/BLDGS/FAC ACQUISITION & REMODELIN			10,000.00	
1078	COMPLETE CONTROL INC	07/29/2019	JC8202	FINAL BILLING ROOFTOP UNIT REPLACEMENT IT. OKAYED PER DENNIS WENZEL	0	4,427.00	4,427.00
49 E 800 310 254300 606			CAP PROJ SALE OF LAND/BLDGS/BUILDING REPAIRS/PERSONAL S			4,427.00	
1079	NASSCO INC	07/29/2019	S2469990.001	NEW DISHWASHER FOR FACE UPGRADE PROJECT	1011920007	7,364.00	7,764.00
49 E 800 551 255000 606			CAP PROJ SALE OF LAND/BLDGS/FAC ACQUISITION & REMODELIN			7,364.00	
			S2481027.001	SINK FOR SHOP REMODEL	1011920053	400.00	
49 E 800 440 255000 606			CAP PROJ SALE OF LAND/BLDGS/FAC ACQUISITION & REMODELIN			400.00	
1080	PERRIN'S SURFACE SOLUTIONS LLC	07/29/2019	CARPET	CARPET INSTALLED IN HS LMC, RM300, RM104, MAIN HS OFFICE, RM402, RM115, RM117/116	0	29,021.00	29,021.00
49 E 800 327 255000 606			CAP PROJ SALE OF LAND/BLDGS/FAC ACQUISITION & REMODELIN			29,021.00	
1081	SUMMIT COMMERCIAL FITNESS INC	07/29/2019	20051	NEW EQUIPMENT FOR THE WEIGHT ROOM PER STEVE WOZNIAK AND JIM HAGAN	1011920028	3,470.00	3,470.00
49 E 800 440 162001 000			CAP PROJ SALE OF LAND/BLDGS/ATHLETICS-GENERAL/NON-CAPIT			3,470.00	
			5	Computer	Check(s) For a Total of		67,182.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	5	Computer	Checks For a Total of	67,182.00
Total For	5	Manual, Wire Tran, ACH & Computer	Checks	67,182.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	67,182.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1082	NASSCO INC	07/29/2019	S2481035.001	FAUCETS FOR THE NEW KITCHEN UPGRADE (REFERENDUM)	1011920052	435.00	435.00
49 E 800 440 255000 606				CAP PROJ SALE OF LAND/BLDGS/FAC ACQUISITION & REMODELIN		435.00	
				1 Computer	Check(s) For a Total of		435.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	435.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	435.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	435.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77555	XCEL ENERGY	06/30/2019	645172885	6/8/19-7/9/19 ADAMS ST	0	158.20	7,983.98
10 E 800 336 253300 000			GENERAL FUND/OPERATION OF	BUILDINGS/ELECTRICITY OTHER T		158.20	
			645351828	6/8/19-7/9/19 ELEMENTARY	0	1,460.39	
10 E 800 336 253300 000			GENERAL FUND/OPERATION OF	BUILDINGS/ELECTRICITY OTHER T		1,460.39	
			645370767	6/8/19-7/9/19 BALL PARK	0	318.62	
10 E 800 336 253300 000			GENERAL FUND/OPERATION OF	BUILDINGS/ELECTRICITY OTHER T		318.62	
			645382187	6/8/19-7/9/19 HIGH SCHOOL	0	6,046.77	
10 E 800 336 253300 000			GENERAL FUND/OPERATION OF	BUILDINGS/ELECTRICITY OTHER T		6,046.77	
			1	Computer	Check(s) For a Total of		7,983.98

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	7,983.98
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	7,983.98
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	7,983.98

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77556	JASON PENRY	06/30/2019	REIMBURSEMENT	MILEAGE REIMBURSEMENT JUNE 2019 AND PARKING FOR PLC CONFERENCE	0	250.74	250.74
27 E 800 342 221300 341			SPECIAL EDUC./INST. STAFF SERV. - TRAINING/EMPLOYEE TRA			250.74	
			1	Computer	Check(s) For a Total of		250.74

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	250.74
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	250.74
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	250.74

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77557	JAHNKE, MICHAEL OR SALLY	06/30/2019	MILEAGE	MILEAGE 3/11/19 - 5/22/19	0	111.87	111.87
10 E 800 341 256730 000			GENERAL FUND/PARENT TRANSPORTATION/PUPIL TRAVEL			111.87	
77558	SECURITY HEALTH PLAN	06/30/2019	4934	COBRA JUNE 2019	0	181.80	181.80
10 E 800 310 252000 000			GENERAL FUND/FISCAL/PERSONAL SERVICES			181.80	
77559	WCA GROUP HEALTH TRUST	06/30/2019	63019	INSURANCE JULY 2019	0	162,388.00	162,388.00
10 A 000 000 717000 000			GENERAL FUND/PRE-PAID EXPENSES			162,388.00	
			3	Computer	Check(s) For a Total of		162,681.67

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	3	Computer	Checks For a Total of	162,681.67
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	162,681.67
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	162,681.67

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77560	Vendor Continued Void	07/25/2019					0.00
77561	CDI COMPUTER DEALERS	07/25/2019	744539	District Chromebooks	2011920002	60,743.75	156,296.75
10 E 100 482 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/COMPUTERS		20,247.92	
10 E 200 482 120000 000				GENERAL FUND/REGULAR CURRICULUM/COMPUTERS		20,247.92	
10 E 400 482 120000 000				GENERAL FUND/REGULAR CURRICULUM/COMPUTERS		20,247.91	
			744607	LAPTOPS FOR THE SCHOOL TEACHERS	1011920023	95,553.00	
27 E 800 482 223300 341				SPECIAL EDUC./EEN DIRECTOR/COMPUTERS		1,257.28	
10 E 100 482 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/COMPUTERS		3,771.83	
10 E 100 482 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/COMPUTERS		2,388.82	
10 E 200 482 120000 000				GENERAL FUND/REGULAR CURRICULUM/COMPUTERS		16,344.59	
10 E 400 482 120000 000				GENERAL FUND/REGULAR CURRICULUM/COMPUTERS		17,601.86	
27 E 100 482 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/COMPUTERS		3,771.83	
27 E 200 482 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/COMPUTERS		2,514.55	
27 E 400 482 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/COMPUTERS		3,583.24	
27 E 901 482 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/COMPUTERS		188.62	
27 E 800 482 156600 341				SPECIAL EDUC./SPEECH/LANGUAGE/COMPUTERS		2,426.54	
27 E 901 482 156600 341				SPECIAL EDUC./SPEECH/LANGUAGE/COMPUTERS		88.01	
27 E 800 482 218100 341				SPECIAL EDUC./OCCUPATIONAL THERAPY/COMPUTERS		1,257.28	
27 E 050 482 152000 347				SPECIAL EDUC./EARLY CHILDHOOD/COMPUTERS		1,257.28	
27 E 800 482 159300 341				SPECIAL EDUC./ADAPTIVE PHY ED/COMPUTERS		125.73	
10 E 100 482 110000 332				GENERAL FUND/ELEMENTARY CURRICULUM/COMPUTERS		18,859.14	
10 E 100 482 110000 381				GENERAL FUND/ELEMENTARY CURRICULUM/COMPUTERS		2,514.55	
10 E 100 482 171000 391				GENERAL FUND/CULTURAL/SOCIALLY DISADVANTAGE/COMPUTERS		1,257.28	
10 E 050 482 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/COMPUTERS		1,257.28	
10 E 800 482 252000 000				GENERAL FUND/FISCAL/COMPUTERS		3,771.83	
10 E 200 482 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/COMPUTERS		3,143.19	
10 E 400 482 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/COMPUTERS		3,143.19	
10 E 100 482 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/COMPUTERS		1,257.28	
10 E 200 482 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/COMPUTERS		1,257.28	
10 E 400 482 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/COMPUTERS		1,257.28	
10 E 800 482 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/COMPUTERS		1,257.24	

2 Computer Check(s) For a Total of 156,296.75

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	156,296.75
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	156,296.75
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	156,296.75

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77562	ADVANCED DISPOSAL	07/25/2019	M10000953884	JUNE 2019 INVOICE	0	930.01	930.01
10 E 800 310 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/PERSONAL SERVICES		930.01	
77563	AMERICAN WELDING & GAS INC	07/25/2019	06439303	Gas for welders, oxy and acten. Welding supplies TBD as needed during the school year. Tank Leasing	4011920122	427.45	809.46
10 E 400 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		427.45	
			06439599	BULK TANK RENTAL FOR POOL	0	57.49	
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		57.49	
			06454739	Gas for welders, oxy and acten. Welding supplies TBD as needed during the school year. Tank Leasing	4011920122	324.52	
10 E 400 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		324.52	
77564	AWSA	07/25/2019	13103	AWSA Membership for Middle School Principal	2021920061	515.00	1,545.00
10 E 200 940 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/DUES & FEES		515.00	
			13847	AWSA dues	4011920083	515.00	
10 E 400 940 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/DUES & FEES		515.00	
			14668	AWSA membership	1021920063	515.00	
10 E 100 940 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/DUES & FEES		515.00	
77565	BADGER SPORTING GOODS CO INC	07/25/2019	AAN003426AG10	Game jerseys and game pants	8011920021	2,141.93	2,141.93
10 E 400 420 162210 000				GENERAL FUND/FOOTBALL/APPAREL		2,141.93	
77566	BLACKBOARD INC	07/25/2019	1323717	BLACKBOARD RENEWAL 19-20	1011920006	3,100.54	3,100.54
10 E 800 362 295000 000				GENERAL FUND/ADMIN TECHNOLOGY SERVICES/SOFTWARE AS A SE		3,100.54	
77567	Vendor Continued Void	07/25/2019					0.00
77568	SCHOOL SPECIALTY INC	07/25/2019	208123242985	PENCILS, COLORED PENCILS, ERASERS, TEMPLATES, MARKERS	4011920139	160.31	1,075.74
10 E 400 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		160.31	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			208123245400	shelving unit for Sam Johnson k-1 sped program	6021920046	148.46	
27 E 100 440 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/NON-CAPITAL		148.46	
			208123279231	2019-2020 ART: CANVAS PANELS, DRAWING PAPER	4011920138	21.60	
10 E 200 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		21.60	
			208123279237	2019-2020 HS ART: SPONGES, CONES, STILTS	4011920018	328.35	
10 E 400 440 121000 000				GENERAL FUND/ART/NON-CAPITAL EQUIPMENT		52.54	
10 E 400 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		275.81	
			208123279412	2019-2020 ART: GOLDEN TALKON BRUSHES, FOAM BRUSHES	4011920136	139.56	
10 E 200 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		139.56	
			208123279413	2019-2020 HS ART -- DRAWING PAPER/SLUMP & HUMP MOLDS	4011920020	277.46	
10 E 400 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		277.46	
77569	CHARTER COMMUNICATIONS	07/25/2019	0022996071119	JULY 2019	0	148.53	148.53
10 E 800 358 295000 000				GENERAL FUND/ADMIN TECHNOLOGY SERVICES/ON-LINE COMMUNIC		148.53	
77570	CHESTNUT CONSULTING LLC	07/25/2019	MSP-5101	YEARLY FEES FOR CHESTNUT CONSULTING	1011920045	3,929.00	3,929.00
10 E 800 361 295000 000				GENERAL FUND/ADMIN TECHNOLOGY SERVICES/TECHNOLOGY SERVI		3,929.00	
77571	CLOVERBELT CONFERENCE COMMISSI	07/25/2019	2019-20	Cloverbelt Conference Annual Dues/Fees	8011920027	1,800.00	1,800.00
10 E 800 940 162001 000				GENERAL FUND/ATHLETICS-GENERAL/DUES & FEES		1,800.00	
77572	ERIC ARMIN INC	07/25/2019	INV0947273	math supplies	3001920007	105.40	105.40
10 E 100 411 122000 141				GENERAL FUND/ENGLISH/GENERAL SUPPLIES		105.40	
77573	FOLLETT SCHOOL SOLUTIONS, INC	07/25/2019	1359918	CE/MS/HS - 360 - Follett Destiny Support Renewal	2001920002	2,429.01	2,429.01
10 E 100 362 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/SOFTWARE AS A SERVICE		809.67	
10 E 200 362 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/SOFTWARE AS A SERVICE		809.67	
10 E 400 362 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/SOFTWARE AS A SERVICE		809.67	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77574	FRONTIER	07/25/2019	JULY2019	6/28/19-7/27/19	0	176.80	176.80
10 E 800 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		176.80	
77575	GREAT NORTHERN CONFERENCE	07/25/2019	19-20GNC	Great Northern Conference Swimming Dues/Fees	8011920029	150.00	150.00
10 E 400 940 162124 000				GENERAL FUND/GIRLS SWIMMING/DUES & FEES		150.00	
77576	GUITAR CENTER	07/25/2019	ARINV49447738	These are items needed for guitar class. Music department has decided this is a major need and focus for curriculum (Essential Standard).	1021920042	478.65	478.65
10 E 100 411 125400 000				GENERAL FUND/VOCAL MUSIC/GENERAL SUPPLIES		299.03	
10 E 100 440 125400 000				GENERAL FUND/VOCAL MUSIC/NON-CAPITAL EQUIPMENT		179.62	
77577	HOUGHTON MIFFLIN HARCOURT PUBL	07/25/2019	710154935	Instructional Materials for Middle School Sped R180. These may also be available on Amazon.com	3021920010	330.95	330.95
27 E 200 470 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/TEXTBKS/WORK		330.95	
77578	J W PEPPER & SON INC	07/25/2019	163722661	2019/2020 High School Band Music (Pep Band, Concert Band, Solo and Ensemble)	4011920059	444.99	509.98
10 E 400 411 125500 000				GENERAL FUND/INSTRUMENTAL MUSIC/GENERAL SUPPLIES		444.99	
			163736543	2019/2020 High School Band Music (Pep Band, Concert Band, Solo and Ensemble)	4011920059	64.99	
10 E 400 411 125500 000				GENERAL FUND/INSTRUMENTAL MUSIC/GENERAL SUPPLIES		64.99	
77579	KNEIFL, LAURA	07/25/2019	REIMBURSEMENT	Target Classroom Supplies	6021920050	122.69	122.69
27 E 200 411 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/GENERAL SUPP		122.69	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77580	Vendor Continued Void	07/25/2019					0.00
77581	Vendor Continued Void	07/25/2019					0.00
77582	Vendor Continued Void	07/25/2019					0.00
77583	MADISON NATIONAL LIFE	07/25/2019	1351968	STD AUGUST 2019	0	263.76	1,579.32
10 L 000 000 811635 000				GENERAL FUND/DISABILITY		191.52	
27 L 000 000 811635 000				SPECIAL EDUC./DISABILITY		72.24	
			AUGUST2019	LTD AUGUST 2019	0	1,315.56	
10 E 800 251 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/INCOME PROTECTION INSURA		20.35	
10 E 800 251 223910 000				GENERAL FUND/READING SPECIALIST/INCOME PROTECTION INSUR		7.26	
10 E 800 251 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/INCOME PROTECTION		49.94	
10 E 800 251 252000 000				GENERAL FUND/FISCAL/INCOME PROTECTION INSURANCE		26.07	
10 E 800 251 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/INCOME PROTECTION I		50.62	
27 E 100 251 158100 011				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/INCOME PROTE		24.10	
27 E 400 251 158100 011				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/INCOME PROTE		16.05	
27 E 800 251 156600 011				SPECIAL EDUC./SPEECH/LANGUAGE/INCOME PROTECTION INSURAN		31.21	
27 E 800 251 215000 011				SPECIAL EDUC./PSYCHOLOGICAL SERVICES/INCOME PROTECTION		11.56	
27 E 800 251 223300 011				SPECIAL EDUC./EEN DIRECTOR/INCOME PROTECTION INSURANCE		13.76	
50 E 800 251 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/INCOME PRO		38.83	
27 E 200 251 158100 011				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/INCOME PROTE		12.86	
27 E 100 251 159300 011				SPECIAL EDUC./ADAPTIVE PHY ED/INCOME PROTECTION INSURAN		1.43	
10 E 050 251 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/INCOME PROTECTION IN		14.77	
10 E 800 251 215000 000				GENERAL FUND/PSYCHOLOGICAL SERVICES/INCOME PROTECTION I		2.20	
10 E 100 251 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/INCOME PROTECTION IN		164.68	
10 E 100 251 110000 332				GENERAL FUND/ELEMENTARY CURRICULUM/INCOME PROTECTION IN		43.96	
10 E 200 251 120000 000				GENERAL FUND/REGULAR CURRICULUM/INCOME PROTECTION INSUR		144.85	
10 E 200 251 141000 000				GENERAL FUND/HEALTH/INCOME PROTECTION INSURANCE		6.81	
10 E 200 251 143000 000				GENERAL FUND/PHYSICAL EDUCATION/INCOME PROTECTION INSUR		10.22	
10 E 100 251 143000 000				GENERAL FUND/PHYSICAL EDUCATION/INCOME PROTECTION INSUR		12.90	
10 E 200 251 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/INCOME PROTECTIO		11.97	
27 E 200 251 213000 011				SPECIAL EDUC./PUPIL SERVICES - GUIDANCE/INCOME PROTECTI		1.22	
10 E 100 251 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/INCOME PROTECTIO		14.18	
27 E 100 251 213000 011				SPECIAL EDUC./PUPIL SERVICES - GUIDANCE/INCOME PROTECTI		1.58	
10 E 200 251 122000 141				GENERAL FUND/ENGLISH/INCOME PROTECTION INSURANCE		15.16	
10 E 100 251 122000 141				GENERAL FUND/ENGLISH/INCOME PROTECTION INSURANCE		14.97	
27 E 800 251 223300 341				SPECIAL EDUC./EEN DIRECTOR/INCOME PROTECTION INSURANCE		3.56	
10 E 100 251 121000 000				GENERAL FUND/ART/INCOME PROTECTION INSURANCE		15.63	
10 E 200 251 121000 000				GENERAL FUND/ART/INCOME PROTECTION INSURANCE		7.04	
10 E 400 251 121000 000				GENERAL FUND/ART/INCOME PROTECTION INSURANCE		7.03	
10 E 400 251 124000 000				GENERAL FUND/MATHEMATICS/INCOME PROTECTION INSURANCE		25.40	
10 E 100 251 125100 000				GENERAL FUND/MUSICAL GENERAL/INCOME PROTECTION INSURANC		15.36	
10 E 200 251 125400 000				GENERAL FUND/VOCAL MUSIC/INCOME PROTECTION INSURANCE		6.99	
10 E 400 251 125400 000				GENERAL FUND/VOCAL MUSIC/INCOME PROTECTION INSURANCE		6.99	
10 E 200 251 125500 000				GENERAL FUND/INSTRUMENTAL MUSIC/INCOME PROTECTION INSUR		5.21	
10 E 400 251 125500 000				GENERAL FUND/INSTRUMENTAL MUSIC/INCOME PROTECTION INSUR		5.20	
10 E 400 251 126000 000				GENERAL FUND/SCIENCE/INCOME PROTECTION INSURANCE		30.84	
10 E 400 251 127000 000				GENERAL FUND/SOCIAL STUDIES/INCOME PROTECTION INSURANCE		22.93	
10 E 400 251 122000 000				GENERAL FUND/ENGLISH/INCOME PROTECTION INSURANCE		-10.14	
10 E 400 251 132000 000				GENERAL FUND/BUSINESS EDUCATION/INCOME PROTECTION INSUR		5.60	
10 E 100 251 132000 000				GENERAL FUND/BUSINESS EDUCATION/INCOME PROTECTION INSUR		2.81	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 200 251 132000 000				GENERAL FUND/BUSINESS EDUCATION/INCOME PROTECTION INSUR		2.81	
10 E 400 251 131000 000				GENERAL FUND/AGRICULTURE/INCOME PROTECTION INSURANCE		8.38	
10 E 200 251 131000 000				GENERAL FUND/AGRICULTURE/INCOME PROTECTION INSURANCE		2.09	
10 E 100 251 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/INCOME PROTECTION INSU		29.49	
10 E 200 251 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/INCOME PROTECTION INSU		38.51	
10 E 400 251 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/INCOME PROTECTION INSU		40.38	
10 E 400 251 135000 000				GENERAL FUND/FAMILY & CONSUMER EC/INCOME PROTECTION INS		7.60	
10 E 200 251 135000 000				GENERAL FUND/FAMILY & CONSUMER EC/INCOME PROTECTION INS		3.26	
10 E 800 251 110000 341				GENERAL FUND/ELEMENTARY CURRICULUM/INCOME PROTECTION IN		7.26	
27 E 100 251 159100 011				SPECIAL EDUC./EEN AIDES/INCOME PROTECTION INSURANCE		22.14	
27 E 200 251 159100 011				SPECIAL EDUC./EEN AIDES/INCOME PROTECTION INSURANCE		39.89	
27 E 400 251 159100 011				SPECIAL EDUC./EEN AIDES/INCOME PROTECTION INSURANCE		21.14	
10 E 400 251 141000 000				GENERAL FUND/HEALTH/INCOME PROTECTION INSURANCE		3.49	
10 E 400 251 143000 000				GENERAL FUND/PHYSICAL EDUCATION/INCOME PROTECTION INSUR		8.99	
27 E 050 251 152000 011				SPECIAL EDUC./EARLY CHILDHOOD/INCOME PROTECTION INSURAN		11.66	
10 E 400 251 136000 000				GENERAL FUND/TECH ED/INCOME PROTECTION INSURANCE		18.51	
10 E 200 251 136000 000				GENERAL FUND/TECH ED/INCOME PROTECTION INSURANCE		4.21	
10 E 400 251 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/INCOME PROTECTIO		15.96	
27 E 200 251 159100 341				SPECIAL EDUC./EEN AIDES/INCOME PROTECTION INSURANCE		9.99	
27 E 400 251 213000 011				SPECIAL EDUC./PUPIL SERVICES - GUIDANCE/INCOME PROTECTI		1.60	
10 E 100 251 124000 000				GENERAL FUND/MATHEMATICS/INCOME PROTECTION INSURANCE		12.67	
10 E 100 251 122000 000				GENERAL FUND/ENGLISH/INCOME PROTECTION INSURANCE		28.91	
10 E 800 251 171000 391				GENERAL FUND/CULTURAL/SOCIALLY DISADVANTAGE/INCOME PROT		2.15	
10 E 800 251 171000 000				GENERAL FUND/CULTURAL/SOCIALLY DISADVANTAGE/INCOME PROT		12.16	
10 E 800 251 229000 000				GENERAL FUND/INSTRUCTIONAL STAFF SERVICES/INCOME PROTEC		4.77	
10 E 200 251 123000 000				GENERAL FUND/FOREIGN LANGUAGE/INCOME PROTECTION INSURAN		1.56	
10 E 400 251 123000 000				GENERAL FUND/FOREIGN LANGUAGE/INCOME PROTECTION INSURAN		8.85	
10 E 100 251 171000 000				GENERAL FUND/CULTURAL/SOCIALLY DISADVANTAGE/INCOME PROT		10.04	
10 E 200 251 171000 000				GENERAL FUND/CULTURAL/SOCIALLY DISADVANTAGE/INCOME PROT		6.11	
27 E 901 251 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/INCOME PROTE		-2.50	
10 E 200 251 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/INCOME PROTECTION INSURA		8.18	
10 E 400 251 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/INCOME PROTECTION INSURA		4.29	
10 E 400 251 129000 000				GENERAL FUND/OTHER REGULAR CURRICULUM/INCOME PROTECTION		7.05	
77584 MELCHER, RICHARD		07/25/2019	REIMBURSEMENT	LUNCH MONEY	0	5.10	5.10
50 R 800 252 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/ADULTS		5.10	
77585 MIDWEST TECHNOLOGY		07/25/2019	2106351-00	Band Saw blades, sand paper, drill bits, Balsa wood, router bits, and misc.Tech Ed supplies	4011920131	1,181.28	1,181.28
10 E 400 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		945.07	
10 E 400 440 136000 000				GENERAL FUND/TECH ED/NON-CAPITAL EQUIPMENT		236.21	
77586 NASSCO INC		07/25/2019	S2492413.001	SUPPLIES FOR THE MAINTENANCE DEPARTMENT FOR CLEANING PER	1011920054	411.38	411.38

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				DENNIS			
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		411.38	
77587	NEOFUNDS	07/25/2019	7900044080661030	POSTAGE FOR THE NEW POSTAGE METERS	0	8,500.00	8,500.00
10 E 800 353 263300 000				GENERAL FUND/PUBLIC INFORMATION/POSTAGE		8,500.00	
77588	PARCHMENT INC	07/25/2019	INV3819	Parchment - Electronic Transcript Service	4011920076	800.00	800.00
10 E 400 310 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/PERSONAL SERVICE		800.00	
77589	PIONEER VALLEY BOOKS	07/25/2019	00151810	Pioneer Valley Books Math/Reading Intervention Supplies for 2019-2020 School Year	1021920037	33.00	33.00
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		33.00	
77590	PRESTWICK HOUSE	07/25/2019	372523	Young Adult Novel Contemporary for English 9 Whirligig by Fleischman	4011920013	522.67	522.67
10 E 400 470 122000 000				GENERAL FUND/ENGLISH/TEXTBKS/WORKBKS		522.67	
77591	Vendor Continued Void	07/25/2019					0.00
77592	RCU CARDHOLDER SERVICES	07/25/2019	10001144	NO SHOW FOR 6TH ROOM FOR PLC CONFERENCE - FORGOT TO CANCEL	0	191.61	474.53
10 E 800 342 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/EMPLOYEE TRAVEL &		191.61	
			10001674-75	PARKING - JANELLE RUCKER	0	78.66	
10 E 100 342 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/EMPLOYEE TRAVEL & EXP.		78.66	
			10002398	APPLE ITUNES CHARGE FOR APP (SPED ELEM SCHOOL)	0	8.00	
27 E 800 483 156600 341				SPECIAL EDUC./SPERCH/LANGUAGE/NONCAPITAL SOFTWARE		8.00	
			10008038-39	KALAHARI HOLD FOR HOTEL ROOMS FOR SKYWARD USER	0	198.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 800 342 252000 000				CONFERENCE (ASHLEY AND BRIAN) GENERAL FUND/FISCAL/EMPLOYEE TRAVEL & EXP.		198.00	
10 E 800 411 253300 000				CREDIT CREDIT FOR TAX GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES	0	-1.74	
77593	READER'S DIGEST	07/25/2019	RENEWAL	HS - 2019-2020 - 434 - READERS DIGEST	2001920058	17.98	17.98
10 E 400 434 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/PERIODICALS		17.98	
77594	RIDDELL/ALL AMERICAN SPORTS CO	07/25/2019	60370455	Shoulder pads and helmets	8011920023	6,823.26	6,995.85
10 E 400 420 162210 000				GENERAL FUND/FOOTBALL/APPAREL		6,823.26	
10 E 400 420 162210 000			950818406	Shoulder pads and helmets	8011920023	172.59	
10 E 400 420 162210 000				GENERAL FUND/FOOTBALL/APPAREL		172.59	
77595	SCHOLASTIC BOOK CLUB	07/25/2019	M6743357	Scholastic My Big Week, weekly reader	501920001	272.25	272.25
10 E 050 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		272.25	
77596	SKYWARD ACCOUNTING DEPT	07/25/2019	0000196853	ANNUAL LICENSE RENEWAL FOR ACCOUNTING SOFTWARE	1011920002	20,736.00	20,736.00
10 E 800 362 295000 000				GENERAL FUND/ADMIN TECHNOLOGY SERVICES/SOFTWARE AS A SE		20,736.00	
77597	STERLING WATER INC	07/25/2019	342X07598603	BOTTLED WATER EQUIPMENT RENTAL SERVICE	0	6.95	6.95
10 E 800 415 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/FOOD		6.95	
77598	SUCCESSFUL FARMING MAGAZINE	07/25/2019	HSRENEWAL	HS - 2019-2020 - 434 - Successful Farming Magazine Subscription	2001920059	15.95	31.90
10 E 400 434 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/PERIODICALS		15.95	
10 E 200 434 222000 031				RENEWAL MS - 2019-2020 - 434 - Successful Farming Magazine Subscription	2001920039	15.95	
10 E 200 434 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/PERIODICALS		15.95	
77599	SUPREME SCHOOL SUPPLY	07/25/2019	102007	Teacher Supplies	1021920048	235.62	235.62

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	FO Number	Invoice Amount	Check Amount
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		235.62	
77600	TREETOP PUBLISHING INC	07/25/2019	650016	Bare Books	1021920015	160.88	160.88
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		160.88	
77601	VERNIER SOFTWARE & TECHNOLOGY	07/25/2019	5339824	lab equipment	4011920027	98.19	98.19
10 E 400 440 126000 000				GENERAL FUND/SCIENCE/NON-CAPITAL EQUIPMENT		98.19	
77602	WI ASSN SCHOOL BOARDS INC	07/25/2019	16342	WASB MEMBERSHIP DUES 2019-2020	1011920030	3,589.00	4,324.00
10 E 800 940 231100 000				GENERAL FUND/BOARD OF EDUCATION/DUES & FEES		3,589.00	
			17522	EMPLOYEE HANDBOOK RENEWAL	1011920037	500.00	
10 E 800 940 231100 000				GENERAL FUND/BOARD OF EDUCATION/DUES & FEES		500.00	
			17643	THE FOCUS FEE	1011920050	235.00	
10 E 800 940 239000 000				GENERAL FUND/OTHER ADMINISTRATION/DUES & FEES		235.00	
77603	WASBO FOUNDATION	07/25/2019	20354	2019 NEW SCHOOL ADMINISTRATORS AND SUPPORT STAFF CONFERENCE	1011920039	1,500.00	1,500.00
10 E 800 940 252000 000				GENERAL FUND/FISCAL/DUES & FEES		1,500.00	
77604	WAUSAU AWARDS	07/25/2019	715193	NAME PLATE FOR BRIAN ZALESKI	1011920041	16.35	16.35
10 E 800 411 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/GENERAL SUPPLIES		16.35	
77605	WCASS	07/25/2019	3582	WCASS Membership Dues	6021920038	400.00	400.00
27 E 800 940 223300 341				SPECIAL EDUC./EEN DIRECTOR/DUES & FEES		400.00	
77606	WDATCP	07/25/2019	138HSAT-7QX9A7	SCHOOL FOOD SAFETY INSPECTION MIDDLE/HIGH SCHOOL PER LAURIE HESGARD	0	440.00	590.00
50 E 800 310 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/PERSONAL S		440.00	
				ELEMINSPECTION ELEMENTARY FOOD INSPECTION	0	150.00	
50 E 800 310 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/PERSONAL S		150.00	
77607	Vendor Continued Void	07/25/2019					0.00
77608	WE ENERGIES	07/25/2019	1005-690-667	LOT BACK 6/14/19-7/16/19	0	192.59	816.85
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		192.59	
			1006-621-899	LOT FRONT	0	418.13	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 800 331 253300 000				6/14/19-7/16/19 GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		418.13	
			1085-638-312	ELEMENTARY 6/14/19-7/16/19	0	165.59	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		165.59	
			2427-483-183	ADAMS ST 6/14/19-7/16/19	0	11.75	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		11.75	
			5277-255-905	BUILDING GREENHOUSE 6/14/19-7/16/19	0	9.57	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		9.57	
			8885-692-819	SCHOOL DISTRICT 6/14/19-7/16/19	0	19.22	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		19.22	
77609	WEBIT ATTN: CINDY TEAL	07/25/2019	00726	WEBIT Membership	4011920005	50.00	50.00
10 E 400 940 132000 000				GENERAL FUND/BUSINESS EDUCATION/DUES & FEES		50.00	
77610	WELD RILEY, S.C.	07/25/2019	33085	GENERAL SERVICES JUNE 2019	0	196.00	196.00
10 E 800 310 231500 000				GENERAL FUND/BOARD OF ED. LEGAL/PERSONAL SERVICES		196.00	
77611	WISCONSIN RURAL SCHOOLS ALLIAN	07/25/2019	19-20WIRSA	2019-2020 MIRSA MEMBERSHIP RENEWAL	1011920031	500.00	500.00
10 E 800 940 231100 000				GENERAL FUND/BOARD OF EDUCATION/DUES & FEES		500.00	
77612	WISNET	07/25/2019	14724	ANNUAL FEES 07/01/19-06/30/20	1011920003	8,400.00	8,400.00
10 E 800 362 295000 000				GENERAL FUND/ADMIN TECHNOLOGY SERVICES/SOFTWARE AS A SE		8,400.00	
77613	WISCONSIN POLICY FORUM	07/25/2019	MEMBERSHIP	2019 MEMBERSHIP	0	105.00	105.00
10 E 800 940 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/DUES & FEES		105.00	
77614	WI SCHOOL COUNSELOR ASSN.	07/25/2019	MEMBERSHIP	Wisconsin School Counselor Association dues NEW address: 6737 W. Washington St., Suite 4210, Milwaukee, WI 53214	1021920040	70.00	70.00
10 E 100 940 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/DUES & FEES		70.00	
77615	WISCONSIN SCHOOL MUSIC ASSN.	07/25/2019	19084	2019-2020 MS	4011920063	261.00	590.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 200 940 125400 000				Choir WSMA Dues for all activities		261.00	
			GENERAL FUND/VOCAL MUSIC/DUES & FEES				
			19231	2019/2020 Middle School WSMA Dues and Fees	4011920054	329.00	
10 E 200 940 125500 000				GENERAL FUND/INSTRUMENTAL MUSIC/DUES & FEES		329.00	
77616	XCEL ENERGY	07/25/2019	645731552	HIGH SCHOOL 6/15/19-7/14/19	0	44.90	44.90
10 E 800 336 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T		44.90	
			55	Computer	Check(s) For a Total of		79,449.69

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	55	Computer	Checks For a Total of	79,449.69
Total For	55	Manual, Wire Tran, ACH & Computer	Checks	79,449.69
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	79,449.69

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77617	USPS	07/29/2019	BULKMAILING	BULK MAILING FOR ALL STUDENTS PER KRISTEN SEIFERT	0	274.84	274.84
10 E 800 353 263300 000			GENERAL FUND/PUBLIC INFORMATION/POSTAGE			274.84	
				1 Computer	Check(s) For a Total of		274.84

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	274.84
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	274.84
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	274.84

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77618	BILL'S TIRE & SERVICE INC	08/06/2019	54150	TUBE TO FIX LAWN MOWER	1011920059	41.83	41.83
10 E 800 411 254490 000				GENERAL FUND/REPAIR OTHER EQUIP/GENERAL SUPPLIES		41.83	
77619	BIO CORPORATION	08/06/2019	1001747	Latex Exam Gloves	4011920044	72.00	72.00
10 E 400 411 126000 000				GENERAL FUND/SCIENCE/GENERAL SUPPLIES		72.00	
77620	SCHOOL SPECIALTY INC	08/06/2019	208123171797	Elementary Art Supplies	1021920029	321.35	3,184.50
10 E 100 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		321.35	
			208123193652	Explode The Code Materials	3001920006	1,456.17	
10 E 901 470 122000 141				GENERAL FUND/ENGLISH/TEXTBKS/WORKBKS		1,456.17	
			208123208354	School Specialty	6021920023	79.61	
27 E 200 411 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/GENERAL SUPP		79.61	
			208123242979	2019-2020 HS ART: PENCILS, COLORED PENCILS, ERASERS, MARKERS	4011920019	293.37	
10 E 400 411 121000 000				GENERAL FUND/ART/GENERAL SUPPLIES		293.37	
			308103331538	Agendas for Middle School students	2021920062	1,034.00	
10 E 200 411 120000 000				GENERAL FUND/REGULAR CURRICULUM/GENERAL SUPPLIES		1,034.00	
77621	CHARTER COMMUNICATIONS	08/06/2019	0003269072319	AUGUST 2019	0	1,460.69	1,460.69
10 E 800 358 295000 000				GENERAL FUND/ADMIN TECHNOLOGY SERVICES/ON-LINE COMMUNIC		1,460.69	
77622	CITY OF COLBY	08/06/2019	000-1006-00	ELEMENTARY SCHOOL 6/14/19-7/16/19	0	159.50	1,056.35
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		159.50	
			000-1007-00	HIGH SCHOOL 6/14/19-7/16/19	0	694.55	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		694.55	
			000-1008-00	MIDDLE SCHOOL 6/14/19-7/16/19	0	127.30	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		127.30	
			000-1009-00	CONCESSION STAND 6/14/19-7/16/19	0	57.00	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		57.00	
			000-1066-00	ADAMS ST HOUSE 6/14/19-7/16/19	0	18.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		18.00	
77623	CURRICULUM ASSOCIATES INC	08/06/2019	90591999	Quick Words	1021920025	133.56	133.56
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		133.56	
77624	DALCO	08/06/2019	3471359	DISINFECTANT FOR MAINTENANCE PER DENNIS WENZEL	1011920062	216.08	216.08
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		216.08	
77625	DEMCO	08/06/2019	6650486	MS - 2019-2020 - 411 - DEMCO	2001920025	146.15	247.60
10 E 200 411 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/GENERAL SUPPLIES		146.15	
			6651008	HS - 2019-2020 - 411 - Supplies	2001920044	101.45	
10 E 400 411 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/GENERAL SUPPLIES		101.45	
77626	DICKINSON, PAUL A	08/06/2019	071519	TUNING OF PIANO	1011920056	80.00	80.00
10 E 800 324 254410 000				GENERAL FUND/REPAIR INSTRUCT EQUIP/NON TECH REPAIRS & M		80.00	
77627	DIDAX INC	08/06/2019	141322	Math resources	3001920001	96.87	96.87
10 E 100 411 122000 141				GENERAL FUND/ENGLISH/GENERAL SUPPLIES		96.87	
77628	DPI BUSINESS OFFICE	08/06/2019	114820	USDA FOODS PROGRAM SUMMER FOOD SERVICE PROGRAM HANDLING CHARGES	0	50.04	50.04
50 E 800 415 257225 586				FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD		50.04	
77629	E.O. JOHNSON CO. INC.	08/06/2019	25121936	CONTRACT AGREEMET WITH EO JOHNSON FOR PRINTERS, COPIERS, ETC	1011920058	2,035.13	2,035.13
10 E 800 322 295000 000				GENERAL FUND/ADMIN TECHNOLOGY SERVICES/RENT OF COMP & R		2,035.13	
77630	ERIC ARMIN INC	08/06/2019	INV0945348	Math manipulatives	1021920050	909.98	925.36
10 E 200 411 124000 000				GENERAL FUND/MATHEMATICS/GENERAL SUPPLIES		909.98	
			INV0947493	Classroom Manipulatives	2021920042	15.38	
10 E 200 411 124000 000				GENERAL FUND/MATHEMATICS/GENERAL SUPPLIES		15.38	
77631	FLINN SCIENTIFIC INC	08/06/2019	2362959	STRING, SLIDES, THERMOMETER, TONGS, SOLAR CELL & MOTOR	4011920041	61.50	61.50
10 E 400 411 126000 000				GENERAL FUND/SCIENCE/GENERAL SUPPLIES		61.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77632	GREAT NORTHERN CONFERENCE	08/06/2019	19-20GNC	SWIMMING DUES/FEES	8011920029	50.00	50.00
10 E 400 940 162124 000				GENERAL FUND/GIRLS SWIMMING/DUES & FEES		50.00	
77633	HOUGHTON MIFFLIN HARCOURT PUBL	08/06/2019	710154936	Read 180 Universal Independent Reading books Title: Reservation Superstars	3001920009	363.55	363.55
10 E 200 470 122000 141				GENERAL FUND/ENGLISH/TEXTBKS/WORKBKS		363.55	
77634	ILLUMINATE EDUCATION	08/06/2019	INV0000037170	EDUCLIMBER LICENSES 7/1/19-6/30/20	1011920055	3,648.00	3,648.00
10 E 800 483 295000 000				GENERAL FUND/ADMIN TECHNOLOGY SERVICES/NONCAPITAL SOFTW		3,648.00	
77635	IROW	08/06/2019	283110	CONFIDENTIAL SHREDDING PICKUP FOR 2019-2020	1011920069	40.00	40.00
10 E 800 310 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/PERSONAL SERVICES		40.00	
77636	J H LARSON COMPANY	08/06/2019	S102036880.001	SUPPLIES FOR AROUND THE SCHOOL PER DENNIS WENZEL	1011920060	101.19	227.86
10 E 800 411 254300 000				GENERAL FUND/BUILDING REPAIRS/GENERAL SUPPLIES		101.19	
			S102039829.001	FISHTAPE TO BE USED TO FIND WHERE A PIPE WENT FOR RUNNING WIRES FOR THE PRESS BOX PER JIM HAGEN AND DENNIS WENZEL	1011920068	126.67	
10 E 800 411 253200 000				GENERAL FUND/OPERATION-SITES/GENERAL SUPPLIES		126.67	
77637	J W PEPPER & SON INC	08/06/2019	165914282	2019-2020 HS Vocal Music for all Choirs and Concerts 2019-2020	4011920071	57.44	57.44
10 E 400 411 125400 000				GENERAL FUND/VOCAL MUSIC/GENERAL SUPPLIES		57.44	
77638	KAPLAN EARLY LEARNING COMPANY	08/06/2019	262500	Preschool Learning Equipment/Supplies	501920003	297.61	297.61
10 E 050 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		297.61	
77639	LAKESHORE LEARNING MATERIALS	08/06/2019	4000580719	Preschool	501920005	82.77	682.33

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 050 411 110000 000				Learning manipulatives Literacy and Math GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		82.77	
			4023750719	Lake Shore Math Intervention Supplies for 2019-2020	1021920038	152.91	
10 E 100 411 124000 000				GENERAL FUND/MATHEMATICS/GENERAL SUPPLIES		152.91	
			4039940719	Classroom supplies	3001920003	54.03	
10 E 100 411 122000 141				GENERAL FUND/ENGLISH/GENERAL SUPPLIES		54.03	
			4086280719	Early Childhood Special Education to Meet IEP goals	6021920030	392.62	
27 E 050 411 152000 347				SPECIAL EDUC./EARLY CHILDHOOD/GENERAL SUPPLIES		392.62	
77640	LEARNING WITHOUT TEARS	08/06/2019	INV26275	Handwriting books and support materials	501920006	563.70	1,317.20
10 E 050 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		153.12	
10 E 050 470 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/TEXTBKS/WORKBKS		410.58	
			INV27880	handwriting/writing workbooks for sped k-3 for 2019-2020 school year	6021920021	753.50	
27 E 100 470 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/TEXTBKS/WORK		753.50	
77641	LITERACY RESOURCES INC	08/06/2019	40066	Email: info@heggerty.org Phone: 708-336-5947 PO orders: orders@heggerty.org	3001920010	171.98	171.98
10 E 100 411 122000 141				GENERAL FUND/ENGLISH/GENERAL SUPPLIES		171.98	
77642	MCGRAW HILL HOLDINGS LLC	08/06/2019	108824862001	K-5 math workbooks	1021920058	8,985.26	8,985.26
10 E 100 470 124000 000				GENERAL FUND/MATHEMATICS/TEXTBKS/WORKBKS		8,985.26	
77643	MIDWEST TECHNOLOGY	08/06/2019	2106351-01	Band Saw blades, sand paper, drill bits, Balsa wood, router bits, and	4011920131	229.28	728.28

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				misc.Tech Ed supplies			
10 E 400 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		183.43	
10 E 400 440 136000 000				GENERAL FUND/TECH ED/NON-CAPITAL EQUIPMENT		45.85	
			2106351-02	Band Saw blades, sand paper, drill bits, Balsa wood, router bits, and misc.Tech Ed supplies	4011920131	499.00	
10 E 400 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		399.22	
10 E 400 440 136000 000				GENERAL FUND/TECH ED/NON-CAPITAL EQUIPMENT		99.78	
77644	NASCO	08/06/2019	454280	Classroom Supplies	4011920072	218.28	290.88
10 E 400 411 124000 000				GENERAL FUND/MATHEMATICS/GENERAL SUPPLIES		96.83	
10 E 400 440 124000 000				GENERAL FUND/MATHEMATICS/NON-CAPITAL EQUIPMENT		121.45	
			456512	Owl Pellets	2021920028	72.60	
10 E 200 411 126000 000				GENERAL FUND/SCIENCE/GENERAL SUPPLIES		72.60	
77645	NASSCO INC	08/06/2019	S2492413.002	SUPPLIES FOR MAINTENANCE PER DENNIS WENZEL	1011920061	182.92	182.92
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		182.92	
77646	NORTHERN MUSIC SERVICE	08/06/2019	53857	2019/2020 High School New Instrument Inventory	4011920057	4,360.00	4,360.00
10 E 400 440 125500 000				GENERAL FUND/INSTRUMENTAL MUSIC/NON-CAPITAL EQUIPMENT		4,360.00	
77647	PAXTON PATTERSON	08/06/2019	374599	SAW BLADES, SANDER FLAP, GRINDING WHEELS, 4 1/2 GRINDER, TACK CLOTH, SOLDER, LUMBER GAUGES	4011920128	2,280.52	2,280.52
10 E 400 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		841.26	
10 E 400 440 136000 000				GENERAL FUND/TECH ED/NON-CAPITAL EQUIPMENT		1,439.26	
77648	QUILL CORPORATION	08/06/2019	8856307	MS - 2019-2020 - 411 - Quill	2001920027	24.99	226.89
10 E 200 411 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/GENERAL SUPPLIES		24.99	
			8856337	CE - 2019-2020 - 411 - QuillP	2001920010	96.68	
10 E 100 411 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/GENERAL SUPPLIES		96.68	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			8864803	MS - 2019-2020 - 411 - Quill	2001920027	55.98	
10 E 200 411 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/GENERAL SUPPLIES		55.98	
			8864808	CE - 2019-2020 - 411 - Quill	2001920010	49.24	
10 E 100 411 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/GENERAL SUPPLIES		49.24	
77649 RAND MCNALLY		08/06/2019	005039300	Classroom Atlases	2021920030	349.00	349.00
10 E 200 470 127000 000				GENERAL FUND/SOCIAL STUDIES/TEXTBKS/WORKBKS		349.00	
77650 REALLY GOOD STUFF		08/06/2019	6936407	CLASSROOM SUPPLIES	1021920001	172.72	172.72
10 E 100 411 110000 332				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		172.72	
77651 RECREATION SUPPLY COMPANY		08/06/2019	368262	ITEMS TO BE REPLACED IN THE POOL AREA PER THE STATE AND DENNIS WENZEL	1011920063	192.68	192.68
10 E 800 440 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/NON-CAPITAL EQUIPME		192.68	
77652 Vendor Continued Void		08/06/2019					0.00
77653 SCHOLASTIC BOOK CLUB		08/06/2019	19650362	Scholastic - Jan Richardson's guided reading resource book	1021920035	42.50	2,057.76
10 E 100 411 110000 332				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		42.50	
			19650384	Book club books	1021920055	347.01	
10 E 200 411 120000 000				GENERAL FUND/REGULAR CURRICULUM/GENERAL SUPPLIES		347.01	
			19650468	Map Skills Booklet	2021920031	404.66	
10 E 200 470 127000 000				GENERAL FUND/SOCIAL STUDIES/TEXTBKS/WORKBKS		404.66	
			M6760406	SuperScience Classroom Subscription	2021920027	247.17	
10 E 200 411 126000 000				GENERAL FUND/SCIENCE/GENERAL SUPPLIES		247.17	
			M6793911	2019-20 SCOPE CLASSROOM MAGAZINES	2021920057	274.73	
10 E 200 411 122000 000				GENERAL FUND/ENGLISH/GENERAL SUPPLIES		274.73	
			M6793972	Scholastic Scope magazine	2021920032	274.73	
10 E 200 411 122000 000				GENERAL FUND/ENGLISH/GENERAL SUPPLIES		274.73	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 200 411 124000 000			M6793977	Scholastic Math	2021920040	233.48	
			GENERAL FUND/MATHEMATICS/GENERAL SUPPLIES			233.48	
10 E 200 411 122000 000			M6793979	Junior Scholastic magazine for Social Studies class	2021920058	233.48	
			GENERAL FUND/ENGLISH/GENERAL SUPPLIES			233.48	
77654	SOCIAL STUDIES SCHOOL SERVICE	08/06/2019	SI148350	Geography warmups reproducible book	2021920045	24.00	398.89
10 E 200 411 127000 000			GENERAL FUND/SOCIAL STUDIES/GENERAL SUPPLIES			24.00	
10 E 400 411 127000 000			SI48880	Social Studies	4011920017	374.89	
			GENERAL FUND/SOCIAL STUDIES/GENERAL SUPPLIES			374.89	
77655	SPEECH CORNER	08/06/2019	17183	Speech Corner.com items	6021920019	262.84	262.84
27 E 800 411 156600 341			SPECIAL EDUC./SPEECH/LANGUAGE/GENERAL SUPPLIES			262.84	
77656	STUDIES WEEKLY, INC	08/06/2019	265033	Supplementary printed and online materials for fourth grade study of WI	1021920062	190.80	190.80
10 E 100 411 110000 000			GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES			190.80	
77657	SUBSCRIPTION SERVICES OF AMERI	08/06/2019	9165031	Wisconsin Sportsman Subscription Dogster Subscription Catster Subscription	4011920089	59.85	59.85
10 E 200 433 131000 000			GENERAL FUND/AGRICULTURE/NEWSPAPERS			11.97	
10 E 400 433 131000 000			GENERAL FUND/AGRICULTURE/NEWSPAPERS			47.88	
77658	SUPER DUPER	08/06/2019	2449016A	materials for supporting IEP goals	6021920037	136.81	136.81
27 E 800 411 156600 341			SPECIAL EDUC./SPEECH/LANGUAGE/GENERAL SUPPLIES			136.81	
77659	TEACHER CREATED RESOURCES	08/06/2019	t4122698	School Supplies	1021920010	99.78	99.78
10 E 100 411 110000 000			GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES			99.78	
77660	TEACHER DIRECT	08/06/2019	SO30898/52	General Supplies	1021920006	127.80	127.80
10 E 100 411 110000 000			GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES			127.80	
77661	TEACHER'S DISCOVERY	08/06/2019	143861	General Supplies	4011920141	485.16	485.16

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 800 411 171000 391				GENERAL FUND/CULTURAL/SOCIALLY DISADVANTAGE/GENERAL SUP		485.16	
77662	TEAM SPORTING GOODS INC	08/06/2019	AAF013801	Football supplies: Belts, cleat cleaner, mouthguards, footballs, mesh bag	8011920025	549.36	995.90
10 E 400 411 162210 000				GENERAL FUND/FOOTBALL/GENERAL SUPPLIES		549.36	
			AAF013812	Volleyball Supplies	8011920017	307.54	
10 E 400 411 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/GENERAL SUPPLIES		307.54	
			AAF013873	2019-2020 HS CROSS COUNTRY: Cross Country Course Paint	8011920014	139.00	
10 E 400 411 162308 000				GENERAL FUND/BOYS/GIRLS XC/GENERAL SUPPLIES		139.00	
77663	TP PRINTING CO INC	08/06/2019	072519	CE - 2019-2020 - 433 - Tribune Phonograph	2001920017	40.00	80.00
10 E 100 433 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/NEWSPAPERS		40.00	
			072519 3477	Tribune Phonograph Newspaper Subscription	4011920090	40.00	
10 E 200 433 131000 000				GENERAL FUND/AGRICULTURE/NEWSPAPERS		8.00	
10 E 400 433 131000 000				GENERAL FUND/AGRICULTURE/NEWSPAPERS		32.00	
77664	TUMARX PRINTING INC.	08/06/2019	29603	Yellow and green play cards for scout team during practice	8011920024	80.00	80.00
10 E 400 411 162210 000				GENERAL FUND/FOOTBALL/GENERAL SUPPLIES		80.00	
77665	USI INC (PAYMENTS)	08/06/2019	W018060001012	HS/MS - 2019-2020 - 411 - USI	2001920029	237.94	237.94
10 E 200 411 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/GENERAL SUPPLIES		158.70	
10 E 400 411 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/GENERAL SUPPLIES		79.24	
77666	VERIZON WIRELESS	08/06/2019	9834219309	06/17/2019-07/16/2 019 PHONE LINES	0	33.49	329.94
10 E 800 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		33.49	
			9834219310	6/17/19-7/16/19 TABLETS	0	296.45	
10 E 800 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		296.45	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
77667	VOYAGER SOPRIS LEARNING	08/06/2019	2125883	V-Math Workbooks and Online Software	6021920008	1,430.00	1,430.00
27 E 200 470 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/TEXTBKS/WORK		328.90	
27 E 200 362 158100 341				SPECIAL EDUC./MULTICATEGORICAL HANDICAPPED/SOFTWARE AS		1,101.10	
77668	WISCONSIN LIBRARY SERVICES INC	08/06/2019	490881	HS/MS - 2019-2020 - 360 - WILS: CULTUREGRAMS	2001920022	1,113.95	3,785.75
10 E 200 362 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/SOFTWARE AS A SERVICE		556.98	
10 E 400 362 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/SOFTWARE AS A SERVICE		556.97	
			490882	HS - 2019-2020 - 360 - SIRS RESEARCHER - ONLINE	2001920042	1,675.80	
10 E 400 362 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/SOFTWARE AS A SERVICE		1,675.80	
			490883	CE - 2019-2020 - 360 - Tumblebooks Subscription	2001920004	797.00	
10 E 100 362 222000 031				GENERAL FUND/EDUCATIONAL MEDIA/SOFTWARE AS A SERVICE		797.00	
			490884	CE - 2019-2020 - 940 - WILS MEMBERSHIP RENEWAL	2001920021	199.00	
10 E 100 940 222000 000				GENERAL FUND/EDUCATIONAL MEDIA/DUES & FEES		199.00	
77669	WINSOR LEARNING INC	08/06/2019	24912	Materials for reading intervention	1021920032	241.95	241.95
10 E 100 411 110000 332				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		241.95	

52 Computer Check(s) For a Total of 45,287.80

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	52	Computer	Checks For a Total of	45,287.80
Total For	52	Manual, Wire Tran, ACH & Computer Checks		45,287.80
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	45,287.80

Obj	2017-18		2017-18		2018-19		Encumbered	Unencumbered
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %		
100000	INSTRUCTION							
110000	ELEMENTARY CURRICULUM							
SALARIES	937,047.00	947,645.77	101.13	923,226.00	858,784.90	93.02	0.00	64,441.10
EMPLOYEE BENEFITS	536,795.00	519,488.76	96.78	520,325.00	487,936.01	93.78	0.00	32,388.99
PURCHASED SERVICES	0.00	17.00	0.00	0.00	525.00	0.00	0.00	-525.00
NON-CAPITAL OBJECTS	21,790.00	25,046.07	114.94	43,086.00	54,525.17	126.55	0.00	-11,439.17
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	0.00	0.00	0.00	0.00	243.00	0.00	0.00	-243.00
ELEMENTARY CURRICULUM	1,495,632.00	1,492,197.60	99.77	1,486,637.00	1,402,014.08	94.31	0.00	84,622.92
120000	REGULAR CURRICULUM							
SALARIES	1,664,057.00	1,609,936.59	96.75	1,608,102.00	1,630,338.54	101.38	0.00	-22,236.54
EMPLOYEE BENEFITS	799,863.00	734,623.03	91.84	768,268.00	757,130.38	98.55	0.00	11,137.62
PURCHASED SERVICES	3,900.00	2,739.65	70.25	2,592.00	2,797.17	107.92	0.00	-205.17
NON-CAPITAL OBJECTS	63,779.00	77,636.36	121.73	111,657.00	109,527.28	98.09	0.00	2,129.72
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	4,536.00	5,442.65	119.99	5,847.00	4,713.05	80.61	0.00	1,133.95
REGULAR CURRICULUM	2,536,135.00	2,430,378.28	95.83	2,496,466.00	2,504,506.42	100.32	0.00	-8,040.42
130000	VOCATIONAL CURRICULUM							
SALARIES	193,372.00	184,071.39	95.19	213,180.00	212,292.03	99.58	0.00	887.97
EMPLOYEE BENEFITS	106,835.00	108,324.43	101.39	125,692.00	132,429.06	105.36	0.00	-6,737.06
PURCHASED SERVICES	5,089.00	3,992.72	78.46	4,690.00	4,296.15	91.60	0.00	393.85
NON-CAPITAL OBJECTS	39,823.00	41,657.37	104.61	74,844.00	77,076.25	102.98	0.00	-2,232.25
CAPITAL OBJECTS	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	105.00	0.00	0.00	90.00	85.00	94.44	0.00	5.00
VOCATIONAL CURRICULUM	345,324.00	338,045.91	97.89	418,496.00	426,178.49	101.84	0.00	-7,682.49
140000	PHYSICAL CURRICULUM							
SALARIES	159,530.00	161,436.09	101.19	164,249.00	163,754.38	99.70	0.00	494.62
EMPLOYEE BENEFITS	77,176.00	77,175.13	100.00	75,327.00	73,866.32	98.06	0.00	1,460.68
PURCHASED SERVICES	100.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00
NON-CAPITAL OBJECTS	4,484.00	3,491.56	77.87	1,425.00	1,893.51	132.88	0.00	-468.51

Obj	2017-18		2017-18 FYTD %	2018-19		2018-19 FYTD %	Encumbered Amount	Unencumbered Balance
	Original Budget	FYTD Activity		Budget	FYTD Activity			
100000	INSTRUCTION							
140000	PHYSICAL CURRICULUM							
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	4,400.00	2,975.00	67.61	3,600.00	3,532.00	98.11	0.00	68.00
PHYSICAL CURRICULUM	245,690.00	245,077.78	99.75	244,701.00	243,046.21	99.32	0.00	1,654.79
150000	SPECIAL CURRICULUM							
SALARIES	0.00	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	0.00
NON-CAPITAL OBJECTS	0.00	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	0.00
160000	CO-CURRICULAR							
SALARIES	123,496.00	119,154.82	96.48	128,208.00	116,962.81	91.23	0.00	11,245.19
EMPLOYEE BENEFITS	18,941.00	14,222.24	75.09	16,344.00	14,134.58	86.48	0.00	2,209.42
PURCHASED SERVICES	36,790.00	33,063.96	89.87	38,873.00	32,748.56	84.25	0.00	6,124.44
NON-CAPITAL OBJECTS	35,702.00	33,755.19	94.55	34,459.00	35,095.09	101.85	0.00	-636.09
CAPITAL OBJECTS	22,500.00	22,195.00	98.64	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	20,395.00	16,038.80	78.64	19,360.00	23,434.29	121.04	0.00	-4,074.29
CO-CURRICULAR	257,824.00	238,430.01	92.48	237,244.00	222,375.33	93.73	0.00	14,868.67
170000	SPECIAL NEEDS							
SALARIES	154,820.00	157,538.66	101.76	156,507.00	132,409.72	84.60	0.00	24,097.28
EMPLOYEE BENEFITS	119,390.00	102,611.43	85.95	110,855.00	73,117.51	65.96	0.00	37,737.49
PURCHASED SERVICES	15.00	64.24	428.27	50.00	82.22	164.44	0.00	-32.22
NON-CAPITAL OBJECTS	3,943.00	840.87	21.33	3,853.00	2,682.74	69.63	0.00	1,170.26
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	2,000.00	2,320.00	116.00	2,320.00	1,840.00	79.31	0.00	480.00
SPECIAL NEEDS	280,168.00	263,375.20	94.01	273,585.00	210,132.19	76.81	0.00	63,452.81
INSTRUCTION	5,160,773.00	5,007,504.78	97.03	5,157,129.00	5,008,252.72	97.11	0.00	148,876.28

Obj	2017-18		2017-18		2018-19		Encumbered Amount	Unencumbered Balance
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %		
200000	SUPPORT SERVICES							
210000	PUPIL SERVICES							
SALARIES	156,335.00	157,393.53	100.68	172,306.00	171,759.52	99.68	0.00	546.48
EMPLOYEE BENEFITS	87,884.00	82,689.57	94.09	103,874.00	97,162.67	93.54	0.00	6,711.33
PURCHASED SERVICES	9,323.00	8,166.40	87.59	9,265.00	7,470.98	80.64	0.00	1,794.02
NON-CAPITAL OBJECTS	3,295.00	4,454.32	135.18	16,103.00	3,768.57	23.40	0.00	12,334.43
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	140.00	140.00	100.00	140.00	360.00	257.14	0.00	-220.00
PUPIL SERVICES	256,977.00	252,843.82	98.39	301,688.00	280,521.74	92.98	0.00	21,166.26
220000	INSTRUCTIONAL STAFF SERVICES							
SALARIES	194,984.00	181,898.83	93.29	189,680.00	187,002.42	98.59	0.00	2,677.58
EMPLOYEE BENEFITS	113,674.00	100,267.46	88.21	122,776.00	119,551.49	97.37	0.00	3,224.51
PURCHASED SERVICES	45,692.00	58,821.03	128.73	53,879.00	68,488.79	127.12	0.00	-14,609.79
NON-CAPITAL OBJECTS	57,844.00	63,965.17	110.58	117,573.00	114,652.24	97.52	75.00	2,845.76
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	1,063.00	725.83	68.28	1,157.00	474.00	40.97	0.00	683.00
INSTRUCTIONAL STAFF SERVI	413,257.00	405,678.32	98.17	485,065.00	490,168.94	101.05	75.00	-5,178.94
230000	GENERAL ADMINISTRATION							
SALARIES	141,000.00	142,808.23	101.28	187,369.00	182,989.63	97.66	0.00	4,379.37
EMPLOYEE BENEFITS	53,359.00	50,433.22	94.52	64,739.00	66,667.19	102.98	0.00	-1,928.19
PURCHASED SERVICES	55,840.00	49,838.25	89.25	50,914.00	47,837.49	93.96	0.00	3,076.51
NON-CAPITAL OBJECTS	9,698.00	6,387.10	65.86	9,150.00	6,429.09	70.26	0.00	2,720.91
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	8,500.00	8,360.78	98.36	10,500.00	12,372.82	117.84	0.00	-1,872.82
GENERAL ADMINISTRATION	268,397.00	257,827.58	96.06	322,672.00	316,296.22	98.02	0.00	6,375.78
240000	BUILDING ADMINISTRATION							
SALARIES	361,390.00	362,557.04	100.32	404,003.00	404,850.29	100.21	0.00	-847.29
EMPLOYEE BENEFITS	202,515.00	193,745.52	95.67	235,134.00	231,140.03	98.30	0.00	3,993.97
PURCHASED SERVICES	0.00	0.00	0.00	800.00	1,115.00	139.38	0.00	-315.00
NON-CAPITAL OBJECTS	7,310.00	6,749.78	92.34	5,800.00	4,917.06	84.78	0.00	882.94

Obj	2017-18		2017-18		2018-19		2018-19		Encumbered Amount	Unencumbered Balance
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %				
200000	SUPPORT SERVICES									
240000	BUILDING ADMINISTRATION									
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	1,265.00	0.00	0.00	1,315.00	1,595.00	121.29	0.00	0.00	0.00	-280.00
BUILDING ADMINISTRATION	572,480.00	563,052.34	98.35	647,052.00	643,617.38	99.47	0.00	0.00	0.00	3,434.62
250000	BUSINESS ADMINISTRATION									
SALARIES	444,395.00	436,754.05	98.28	452,280.00	458,654.43	101.41	0.00	0.00	0.00	-6,374.43
EMPLOYEE BENEFITS	255,636.00	218,403.26	85.44	281,666.00	248,519.66	88.23	0.00	0.00	0.00	33,146.34
PURCHASED SERVICES	1,066,333.00	1,105,513.84	103.67	1,105,970.00	1,112,157.12	100.56	0.00	0.00	0.00	-6,187.12
NON-CAPITAL OBJECTS	113,244.00	156,962.82	138.61	130,075.00	94,584.02	72.71	0.00	0.00	0.00	35,490.98
CAPITAL OBJECTS	0.00	39,024.00	0.00	51,000.00	73,379.00	143.88	0.00	0.00	0.00	-22,379.00
INSURANCE & JUDGMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	1,500.00	1,262.60	84.17	1,500.00	3,539.57	235.97	0.00	0.00	0.00	-2,039.57
BUSINESS ADMINISTRATION	1,881,108.00	1,957,920.57	104.08	2,022,491.00	1,990,833.80	98.43	0.00	0.00	0.00	31,657.20
260000	CENTRAL SERVICES									
SALARIES	17,650.00	13,627.86	77.21	0.00	12.39	0.00	0.00	0.00	0.00	-12.39
EMPLOYEE BENEFITS	18,953.00	7,086.98	37.39	0.00	151.66	0.00	0.00	0.00	0.00	-151.66
PURCHASED SERVICES	202,500.00	173,886.01	85.87	32,000.00	25,063.68	78.32	0.00	0.00	0.00	6,936.32
NON-CAPITAL OBJECTS	117,050.00	102,389.94	87.48	0.00	687.87	0.00	0.00	0.00	0.00	-687.87
CAPITAL OBJECTS	16,000.00	1,076.25	6.73	1,000.00	1,492.25	149.23	0.00	0.00	0.00	-492.25
OTHER OBJECTS	0.00	0.00	0.00	0.00	125.00	0.00	0.00	0.00	0.00	-125.00
CENTRAL SERVICES	372,153.00	298,067.04	80.09	33,000.00	27,532.85	83.43	0.00	0.00	0.00	5,467.15
270000	INSURANCE									
INSURANCE & JUDGMENTS	126,506.00	123,126.00	97.33	122,244.00	120,952.32	98.94	0.00	0.00	0.00	1,291.68
INSURANCE	126,506.00	123,126.00	97.33	122,244.00	120,952.32	98.94	0.00	0.00	0.00	1,291.68

Obj	2017-18		2017-18		2018-19		Encumbered Amount	Unencumbered Balance
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %		
200000	SUPPORT SERVICES							
280000	DEBT SERVICE							
DEBT RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290000	OTHER SUPPORT SERVICES							
SALARIES	0.00	0.00	0.00	18,796.00	23,244.66	123.67	0.00	-4,448.66
EMPLOYEE BENEFITS	175,000.00	167,153.64	95.52	192,183.00	187,590.19	97.61	0.00	4,592.81
PURCHASED SERVICES	2,593.00	2,526.59	97.44	210,758.00	182,128.85	86.42	0.00	28,629.15
NON-CAPITAL OBJECTS	0.00	0.00	0.00	3,500.00	7,469.77	213.42	0.00	-3,969.77
CAPITAL OBJECTS	0.00	0.00	0.00	8,400.00	9,240.00	110.00	0.00	-840.00
OTHER SUPPORT SERVICES	177,593.00	169,680.23	95.54	433,637.00	409,673.47	94.47	0.00	23,963.53
SUPPORT SERVICES	4,068,471.00	4,028,195.90	99.01	4,367,849.00	4,279,596.72	97.98	75.00	88,177.28
400000	NON-PROGRAM TRANSACTIONS							
410000	INTERFUND OPERATING TRANSFERS							
OPERATING TRANSFERS-OUT	1,125,767.00	1,142,155.02	101.46	1,113,656.00	1,137,459.78	102.14	0.00	-23,803.78
INTERFUND OPERATING TRANS	1,125,767.00	1,142,155.02	101.46	1,113,656.00	1,137,459.78	102.14	0.00	-23,803.78
430000	GEN. TUITION PAYMENTS							
PURCHASED SERVICES	1,092,954.00	1,112,311.10	101.77	1,480,041.00	1,466,778.02	99.10	0.00	13,262.98
NON-CAPITAL OBJECTS	0.00	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	0.00
GEN. TUITION PAYMENTS	1,092,954.00	1,112,311.10	101.77	1,480,041.00	1,466,778.02	99.10	0.00	13,262.98
490000	NON-PROGRAM TRANSACTIONS							
OTHER OBJECTS	0.00	1,225.13	0.00	1,325.00	1,372.29	103.57	0.00	-47.29
NON-PROGRAM TRANSACTIONS	0.00	1,225.13	0.00	1,325.00	1,372.29	103.57	0.00	-47.29
NON-PROGRAM TRANSACTIONS	2,218,721.00	2,255,691.25	101.67	2,595,022.00	2,605,610.09	100.41	0.00	-10,588.09

	2017-18	2017-18	2017-18	2018-19	2018-19	2018-19	Encumbered	Unencumbered
Obj	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %	Amount	Balance
Grand Expense Totals	11,447,965.00	11,291,391.93	98.63	12,120,000.00	11,893,459.53	98.13	75.00	226,465.47

Number of Accounts: 3929

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

Obj	2018-19		2018-19		2019-20		Encumbered Amount	Unencumbered Balance
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %		
100000	INSTRUCTION							
110000	ELEMENTARY CURRICULUM							
SALARIES	923,226.00	0.00	0.00	915,059.00	18,562.31	2.03	0.00	896,496.69
EMPLOYEE BENEFITS	520,325.00	3,145.86	0.60	455,903.00	4,282.02	0.94	0.00	451,620.98
PURCHASED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NON-CAPITAL OBJECTS	43,086.00	37,477.76	86.98	59,427.00	45,969.46	77.35	6,757.71	6,699.83
CAPITAL OBJECTS	0.00	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	0.00
ELEMENTARY CURRICULUM	1,486,637.00	40,623.62	2.73	1,430,389.00	68,813.79	4.61	6,757.71	1,354,817.50
120000	REGULAR CURRICULUM							
SALARIES	1,608,102.00	0.00	0.00	1,676,567.00	11,733.50	0.70	0.00	1,664,833.50
EMPLOYEE BENEFITS	768,268.00	4,729.37	0.62	768,875.00	5,048.26	0.66	0.00	763,826.74
PURCHASED SERVICES	2,592.00	358.36	13.83	3,275.00	0.00	0.00	2,205.50	1,069.50
NON-CAPITAL OBJECTS	111,657.00	57,171.18	51.20	148,470.00	77,084.45	51.92	55,410.84	15,974.71
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	5,847.00	329.00	5.63	5,089.00	590.00	11.59	5,332.00	-833.00
REGULAR CURRICULUM	2,496,466.00	62,587.91	2.51	2,602,276.00	94,456.21	3.63	62,948.34	2,444,871.45
130000	VOCATIONAL CURRICULUM							
SALARIES	213,180.00	0.00	0.00	220,817.00	265.86	0.12	0.00	220,551.14
EMPLOYEE BENEFITS	125,692.00	55.37	0.04	137,365.00	141.48	0.10	0.00	137,223.52
PURCHASED SERVICES	4,690.00	0.00	0.00	4,340.00	0.00	0.00	3,150.00	1,190.00
NON-CAPITAL OBJECTS	74,844.00	43,658.50	58.33	42,100.00	1,933.25	4.59	30,833.67	9,333.08
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	90.00	55.00	61.11	1,100.00	50.00	4.55	1,040.00	10.00
VOCATIONAL CURRICULUM	418,496.00	43,768.87	10.46	405,722.00	2,390.59	0.59	35,023.67	368,307.74
140000	PHYSICAL CURRICULUM							
SALARIES	164,249.00	228.00	0.14	170,846.00	1,192.66	0.70	0.00	169,653.34
EMPLOYEE BENEFITS	75,327.00	0.00	0.00	72,886.00	169.11	0.23	0.00	72,716.89
PURCHASED SERVICES	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NON-CAPITAL OBJECTS	1,425.00	0.00	0.00	1,630.00	0.00	0.00	1,624.95	5.05

Obj	2018-19		2018-19		2019-20		Encumbered	Unencumbered
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %		
100000	INSTRUCTION							
140000	PHYSICAL CURRICULUM							
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	3,600.00	0.00	0.00	4,600.00	0.00	0.00	3,600.00	1,000.00
PHYSICAL CURRICULUM	244,701.00	228.00	0.09	249,962.00	1,361.77	0.54	5,224.95	243,375.28
150000	SPECIAL CURRICULUM							
SALARIES	0.00	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	0.00
NON-CAPITAL OBJECTS	0.00	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	0.00
160000	CO-CURRICULAR							
SALARIES	128,208.00	0.00	0.00	126,464.00	0.00	0.00	0.00	126,464.00
EMPLOYEE BENEFITS	16,344.00	0.00	0.00	15,536.00	0.00	0.00	0.00	15,536.00
PURCHASED SERVICES	38,873.00	0.00	0.00	22,905.00	0.00	0.00	12,400.00	10,505.00
NON-CAPITAL OBJECTS	34,459.00	13,684.23	39.71	28,445.00	9,137.78	32.12	14,533.89	4,773.33
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	19,360.00	3,475.00	17.95	17,823.00	1,950.00	10.94	8,425.00	7,448.00
CO-CURRICULAR	237,244.00	17,159.23	7.23	211,173.00	11,087.78	5.25	35,358.89	164,726.33
170000	SPECIAL NEEDS							
SALARIES	156,507.00	0.00	0.00	172,971.00	402.46	0.23	0.00	172,568.54
EMPLOYEE BENEFITS	110,855.00	107.93	0.10	124,798.00	78.23	0.06	0.00	124,719.77
PURCHASED SERVICES	50.00	0.00	0.00	50.00	0.00	0.00	0.00	50.00
NON-CAPITAL OBJECTS	3,853.00	480.84	12.48	3,020.00	1,257.28	41.63	1,056.24	706.48
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	2,320.00	0.00	0.00	1,840.00	0.00	0.00	800.00	1,040.00
SPECIAL NEEDS	273,585.00	588.77	0.22	302,679.00	1,737.97	0.57	1,856.24	299,084.79
INSTRUCTION	5,157,129.00	164,956.40	3.20	5,202,201.00	179,848.11	3.46	147,169.80	4,875,183.09

Obj	2018-19		2018-19		2019-20		Encumbered Amount	Unencumbered Balance
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %		
200000	SUPPORT SERVICES							
210000	PUPIL SERVICES							
SALARIES	172,306.00	615.86	0.36	178,391.00	965.04	0.54	0.00	177,425.96
EMPLOYEE BENEFITS	103,874.00	663.94	0.64	102,098.00	1,220.05	1.19	0.00	100,877.95
PURCHASED SERVICES	9,265.00	3,032.00	32.73	3,762.00	800.00	21.27	970.00	1,992.00
NON-CAPITAL OBJECTS	16,103.00	0.00	0.00	9,180.00	3,771.84	41.09	5,397.50	10.66
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	140.00	0.00	0.00	360.00	70.00	19.44	140.00	150.00
PUPIL SERVICES	301,688.00	4,311.80	1.43	293,791.00	6,826.93	2.32	6,507.50	280,456.57
220000	INSTRUCTIONAL STAFF SERVICES							
SALARIES	189,680.00	0.00	0.00	190,811.00	7,963.09	4.17	0.00	182,847.91
EMPLOYEE BENEFITS	122,776.00	433.79	0.35	114,187.00	1,770.42	1.55	0.00	112,416.58
PURCHASED SERVICES	53,879.00	818.50	1.52	76,583.00	2,429.01	3.17	11,670.04	62,483.95
NON-CAPITAL OBJECTS	117,573.00	64,487.56	54.85	44,203.00	1,307.12	2.96	42,866.86	29.02
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	1,157.00	0.00	0.00	1,004.00	0.00	0.00	1,204.00	-200.00
INSTRUCTIONAL STAFF SERVI	485,065.00	65,739.85	13.55	426,788.00	13,469.64	3.16	55,740.90	357,577.46
230000	GENERAL ADMINISTRATION							
SALARIES	187,369.00	10,397.60	5.55	196,535.00	14,493.12	7.37	0.00	182,041.88
EMPLOYEE BENEFITS	64,739.00	3,476.67	5.37	63,522.00	3,790.50	5.97	0.00	59,731.50
PURCHASED SERVICES	50,914.00	287.00	0.56	52,050.00	387.61	0.74	0.00	51,662.39
NON-CAPITAL OBJECTS	9,150.00	395.98	4.33	8,600.00	23.30	0.27	121.00	8,455.70
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	10,500.00	5,560.32	52.96	12,000.00	5,277.61	43.98	4,089.00	2,633.39
GENERAL ADMINISTRATION	322,672.00	20,117.57	6.23	332,707.00	23,972.14	7.21	4,210.00	304,524.86
240000	BUILDING ADMINISTRATION							
SALARIES	404,003.00	24,281.00	6.01	411,311.00	27,440.17	6.67	0.00	383,870.83
EMPLOYEE BENEFITS	235,134.00	9,495.94	4.04	224,527.00	11,086.91	4.94	0.00	213,440.09
PURCHASED SERVICES	800.00	499.00	62.38	800.00	78.66	9.83	800.00	-78.66
NON-CAPITAL OBJECTS	5,800.00	0.00	0.00	17,560.00	10,058.21	57.28	7,230.55	271.24

Obj	2018-19		2018-19		2019-20		Encumbered Amount	Unencumbered Balance
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %		
200000	SUPPORT SERVICES							
240000	BUILDING ADMINISTRATION							
CAPITAL OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	1,315.00	1,030.00	78.33	1,830.00	1,545.00	84.43	0.00	285.00
BUILDING ADMINISTRATION	647,052.00	35,305.94	5.46	656,028.00	50,208.95	7.65	8,030.55	597,788.50
250000	BUSINESS ADMINISTRATION							
SALARIES	452,280.00	22,731.64	5.03	449,800.00	35,217.81	7.83	0.00	414,582.19
EMPLOYEE BENEFITS	281,666.00	14,156.54	5.03	244,456.00	12,563.46	5.14	0.00	231,892.54
PURCHASED SERVICES	1,105,970.00	16,439.43	1.49	1,153,470.00	2,141.01	0.19	13,174.00	1,138,154.99
NON-CAPITAL OBJECTS	130,075.00	2,015.89	1.55	125,380.00	4,238.96	3.38	0.00	121,141.04
CAPITAL OBJECTS	51,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	50,000.00
INSURANCE & JUDGMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER OBJECTS	1,500.00	10.00	0.67	3,025.00	1,500.00	49.59	0.00	1,525.00
BUSINESS ADMINISTRATION	2,022,491.00	55,353.50	2.74	2,026,131.00	55,661.24	2.75	13,174.00	1,957,295.76
260000	CENTRAL SERVICES							
SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EMPLOYEE BENEFITS	0.00	149.83	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASED SERVICES	32,000.00	1,510.26	4.72	26,650.00	8,951.64	33.59	33.50	17,664.86
NON-CAPITAL OBJECTS	0.00	461.79	0.00	500.00	0.00	0.00	0.00	500.00
CAPITAL OBJECTS	1,000.00	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	0.00
CENTRAL SERVICES	33,000.00	2,121.88	6.43	27,150.00	8,951.64	32.97	33.50	18,164.86
270000	INSURANCE							
INSURANCE & JUDGMENTS	122,244.00	0.00	0.00	114,842.00	0.00	0.00	0.00	114,842.00
INSURANCE	122,244.00	0.00	0.00	114,842.00	0.00	0.00	0.00	114,842.00

Obj	2018-19		2018-19		2019-20		Encumbered	Unencumbered
	Original Budget	FYTD Activity	FYTD %	Budget	FYTD Activity	FYTD %		
200000	SUPPORT SERVICES							
280000	DEBT SERVICE							
DEBT RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290000	OTHER SUPPORT SERVICES							
SALARIES	18,796.00	299.64	1.59	45,450.00	4,607.33	10.14	0.00	40,842.67
EMPLOYEE BENEFITS	192,183.00	5,431.48	2.83	188,499.00	352.47	0.19	0.00	188,146.53
PURCHASED SERVICES	210,758.00	31,199.40	14.80	226,138.00	36,314.07	16.06	45,617.08	144,206.85
NON-CAPITAL OBJECTS	3,500.00	2,115.00	60.43	15,250.00	0.00	0.00	0.00	15,250.00
CAPITAL OBJECTS	8,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER SUPPORT SERVICES	433,637.00	39,045.52	9.00	475,337.00	41,273.87	8.68	45,617.08	388,446.05
SUPPORT SERVICES	4,367,849.00	221,996.06	5.08	4,352,774.00	200,364.41	4.60	133,313.53	4,019,096.06
400000	NON-PROGRAM TRANSACTIONS							
410000	INTERFUND OPERATING TRANSFERS							
OPERATING TRANSFERS-OUT	1,113,656.00	0.00	0.00	1,128,579.00	0.00	0.00	0.00	1,128,579.00
INTERFUND OPERATING TRANS	1,113,656.00	0.00	0.00	1,128,579.00	0.00	0.00	0.00	1,128,579.00
430000	GEN. TUITION PAYMENTS							
PURCHASED SERVICES	1,480,041.00	0.00	0.00	1,597,832.00	0.00	0.00	0.00	1,597,832.00
NON-CAPITAL OBJECTS	0.00	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	0.00
GEN. TUITION PAYMENTS	1,480,041.00	0.00	0.00	1,597,832.00	0.00	0.00	0.00	1,597,832.00
490000	NON-PROGRAM TRANSACTIONS							
OTHER OBJECTS	1,325.00	1,325.45	100.03	0.00	0.00	0.00	0.00	0.00
NON-PROGRAM TRANSACTIONS	1,325.00	1,325.45	100.03	0.00	0.00	0.00	0.00	0.00
NON-PROGRAM TRANSACTIONS	2,595,022.00	1,325.45	0.05	2,726,411.00	0.00	0.00	0.00	2,726,411.00

<u>Obj</u>	<u>2018-19</u> <u>Original Budget</u>	<u>2018-19</u> <u>FYTD Activity</u>	<u>2018-19</u> <u>FYTD %</u>	<u>2019-20</u> <u>Budget</u>	<u>2019-20</u> <u>FYTD Activity</u>	<u>2019-20</u> <u>FYTD %</u>	<u>Encumbered</u> <u>Amount</u>	<u>Unencumbered</u> <u>Balance</u>
Grand Expense Totals	12,120,000.00	388,277.91	3.20	12,281,386.00	380,212.52	3.10	280,483.33	11,620,690.15

Number of Accounts: 3929

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

School District of Colby
Pupil Services Office

705 N 2nd Street

Colby, Wisconsin 54421

Phone (715) 223-2301 • FAX (715) 223-4539



Colby School District
2018-2019 Seclusion & Restraint Report

Colby Little Stars Preschool

Instances of Seclusion: 0

Number of children involved: 0

Number of children with an IEP: 0

Instances of Restraint: 0

Number of children involved: 0

Number of children with an IEP: 0

Colby Elementary School

Instances of Seclusion: 4

Number of children involved: 3

Number of children with an IEP: 1

Instances of Restraint: 4

Number of children involved: 4

Number of children with an IEP: 1

Colby Middle School

Instances of Seclusion: 0

Number of children involved: 0

Number of children with an IEP: 0

Instances of Restraint: 0

Number of children involved: 0

Number of children with an IEP: 0

Colby High School

Instances of Seclusion: 0

Number of children involved: 0

Number of children with an IEP: 0

Instances of Restraint: 0

Number of children involved: 0

Number of children with an IEP: 0

Jason Penry, Ed.S
Director of Special Education / School Psychologist
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“Learning for All”

Long-Range Facility Planning
 ACT 32 - GREEN COMPLETED - REFERENDUM APPROVED PROJECTS - LIGHT BLUE FUND 49 - NEILLSVILLE

Building	Project	Funding Source	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
COLBY HIGH SCHOOL	GYM ROOFING	Act 32	DONE									
COLBY HIGH SCHOOL	SHOWERS	Act 32	DONE									
COLBY HIGH SCHOOL	AUDITORIUM VENTILATION	REFERENDUM			DONE							
COLBY HIGH SCHOOL	UNIT VENTILATORS	REFERENDUM			DONE							
COLBY HIGH SCHOOL	POOL HVAC	REFERENDUM			DONE							
COLBY HIGH SCHOOL	ELECTRICAL SERVICE	REFERENDUM			DONE							
COLBY HIGH SCHOOL	RETAINING WALL (behind bleachers)	Fund 49		DONE								
COLBY HIGH SCHOOL	MUSIC STORAGE	TBD							\$24,150			
COLBY HIGH SCHOOL	RESTROOM/CONCESSIONS (BB & SB)	TBD						\$603,750				
COLBY HIGH SCHOOL	TRACK RESURFACE	Fund 49		DONE								
COLBY HIGH SCHOOL	CONCESSION STAND/HEAT	TBD						\$25,358				
COLBY HIGH SCHOOL	BLEACHER REPAIR (gym)	TBD		\$15,698								
COLBY HIGH SCHOOL	GYM STAGE DIVIDER	Fund 49		DONE								
COLBY HIGH SCHOOL	EXTERIOR DOOR REPLACEMENT	Act 32	DONE									
COLBY HIGH SCHOOL	DISTRICT OFFICE REMODEL	Fund 49		DONE								
COLBY HIGH SCHOOL	LIGHTING - THEATRE	Fund 49			DONE							
COLBY HIGH SCHOOL	THEATRE - CURTAIN	Fund 49 and 10			DONE							
COLBY HIGH SCHOOL	THEATRE - SEATING	Fund 49						TBD				
COLBY HIGH SCHOOL	FACE ROOM	REFERENDUM					\$148,376					
COLBY HIGH SCHOOL	CARPET IN HS	REFERENDUM					\$22,130					
COLBY HIGH SCHOOL	TECH ED ROOM UPGRADES	Act 32	DONE				\$13,224					
COLBY HIGH SCHOOL	ROOM 215/CEILING/WALLS/FLOOR	REFERENDUM					\$13,224					
COLBY HIGH SCHOOL	SCIENCE - 102 TO 8TH GRADE SCIENCE					ESTIMATE						
COLBY HIGH SCHOOL	409 TO HS SPED					ESTIMATE						
COLBY MIDDLE/HIGH SCHOOL	KITCHEN VENTILATION	Act 32	DONE									
COLBY MIDDLE/HIGH SCHOOL	CONTROLS UPGRADE	REFERENDUM			DONE							
COLBY MIDDLE SCHOOL	ROOFING	REFERENDUM				DONE						
COLBY MIDDLE SCHOOL	VENTILATION / HVAC	TBD				\$271,688						
COLBY ELEMENTARY	HVAC REWORK	REFERENDUM			DONE							
COLBY ELEMENTARY	ROOFING	TBD			\$543,375							
COLBY ELEMENTARY	ADDITION	TBD			\$2,415,000							
COLBY ELEMENTARY	LUNCH ROOM TABLES	TBD										
ALL	INTERIOR LIGHTING AND LIGHTING CON	Act 32	DONE									
ALL	EXTERIOR LIGHTING	Act 32	DONE									
ALL	BUILDING ENVELOPE	Act 32	DONE									
ALL	WATER CONSERVATION	Act 32	DONE									
ALL	PARKING LOT REPLACEMENT	REFERENDUM			EI - DONE	DONE						
ALL	DISTRICT UPGRADES	REFERENDUM					\$74,467					
CDEC - BUILDING ELIMINATED	HVAC REWORK	FUND 49		DONE								
KITCHEN UPGRADE	SEE INSERTED NOTE	REFERENDUM					\$373,030					

Facilities Budget Forecast Model

Long-Range Facility Planning

OPERATIONAL BUDGET / CAPITAL ITEMS -		2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	
MAINTENANCE	TRACTOR /SKIDSTEER (1)				\$52,379							
	FLOOR SCRUBBERS (3)			done	\$0	\$0						
	LIFT						\$12,000					
	LAWN MOWER (3)				\$0	\$20,000	\$10,000					
	POOL FILTERS REPLACEMENTS				\$13,600							
	MAINTENANCE VEHICLE REPLACEMENT					\$30,000						
	VAN REPLACEMENT			DONE	\$23,500		\$24,000		\$25,000			
BUDGET					\$0	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000
PLANNED CAPITAL PURCHASES					\$0	\$89,479	\$50,000	\$46,000	\$0	\$25,000	\$0	\$0
REMAINING DOLLARS IN BUDGET					\$0	-\$24,479	\$15,000	\$19,000	\$65,000	\$40,000	\$65,000	\$65,000
IF ADDITIONAL ROWS ARE NEEDED, INSERT ROWS ABOVE THIS LINE												

Assembly Bill 223 relating to: supplemental state aid for consolidated school districts and making an appropriation.

Analysis by the Legislative Reference Bureau: This bill creates a new aid program for certain consolidated school districts. To be eligible for this aid, the consolidation must take effect on or after July 1, 2020, and the consolidated school district's maximum allowable levy rate must be greater than the lowest levy rate of the school districts that were consolidated to create the school district (underlying school districts).

If a consolidated school district satisfies the above-described criteria, in the first school year following the consolidation, the consolidated school district is entitled to aid in an amount equal to the consolidated school district's equalized value multiplied by the difference between the maximum allowable levy rate of the consolidated school district and the lowest levy rate of the underlying school districts (base aid amount). In the second school year following the consolidation, the consolidated school district is entitled to aid in an amount equal to 80 percent of the base aid amount. ...The amount of the aid continues to be reduced by 20 percent each school year so that in the sixth school year following the consolidation, the consolidated school district no longer receives this aid.

The WASB supports this bill as it provides additional aid for districts that *voluntarily* consolidate. The additional aid would receive under the revenue limits; thus it would reduce property taxes. Further, it would ensure (subject to the phase-out) that no property within the consolidated district would be taxed at a higher tax rate than the lowest tax rate among the consolidating districts.

GIVEN ASSEMBLY BILL 223, would it be "irresponsible" of us as community leaders to not have some type of discussion related to consolidation with Abbotsford?

DEAN FOODS OF WISCONSIN

SCHOOL MILK BID FOR 2019-2020

DATE: 7/30/2019

SCHOOL OR SCHOOL SYSTEM

Scholl District of Colby

Attn: Brian Zaleski

705 North 2nd Street P.O. Box 110

Colby, WI 54421

LOCAL DISTRIBUTOR:

Bushman

<u>0.2383</u>	½ PINT DAIRY PURE WHOLE
<u>0.2260</u>	½ PINT DAIRY PURE 1% LOW FAT
<u>0.2272</u>	½ PINT DAIRY PURE SKIM FAT FREE
<u>0.2332</u>	½ PINT TRUMOO CHOC FAT FREE
<u>0.2532</u>	½ PINT TRUMOO STRAWBERRY FF
<u>3.9033</u>	GAL DAIRY PURE 1% LF
<u>10.0110</u>	5# COTTAGE CHEESE
<u>8.0672</u>	5# SOUR CREAM LT
<u>9.2397</u>	5# DEANS SOUR CREAM ALL NATURAL

Sucrose, Reduced Sugar 18 gr.

ESCALATION CLAUSE

The prices for dairy products specified in this bid are based upon the current raw milk cost of \$21.39 per hundred weight CLASS I, which is the CMPC announcement for the month of July 2019.

According to CMPC for each +/- \$.10/cwt change in the announced Class I skim milk price, the per unit prices for ½ pints will change as follows: Vitamin D .00052, reduced fat 2% .00053, low fat 1% .00053, and fat free skim .00054.

According to CMPC Class I butterfat cost, for each +/- \$.10/lb. change in the announced butterfat price, the per unit prices for ½ pints will change as follows: Vitamin D .0018, reduced fat 2% .0011, low fat 1% .0005, and fat free skim .0001.

You will be notified 7 days prior to any necessitated change in price.

TERMS

Net, 30 days from receipt of invoice.

No credit for returns

If you have any questions call 1-800-242-7346 then contact Sharon Malinski ext. 43515

Thank you for the opportunity to submit this bid.

Sincerely,

Sharon Malinski

Pricing Analyst

920-338-3515

E-mail: Sharon_Malinski@deanfoods.com

DEAN FOODS OF WISCONSIN

Please return this form to: **Dean Foods of Wisconsin - De Pere**
Attn: Sharon Malinski
Sharon_malinski@deanfoods.com
P.O. Box 5187
De Pere, WI 54115

Name of School: ___ School District of Colby

Bid Accepted: YES NO _____

Contact Person: ___ Brian Zaleski, Finance / Laurie Hesgard - Food Service Director

Phone # (715) 223-2301 _____ School's Starting Date: _____ 9/3/2019

Billing Address: _____ Colby District Education Center
_____ 705 N. 2nd Street
_____ P.O. Box 110
_____ Colby, WI 54421

Please List Each School:

School	Address	Phone Number
Colby Elementary	- 202 West Dolf Street - Colby, WI	54421
Colby Middle School	- 703 N. 2nd. Street - Colby, Wi	54421
Colby High School	- 705 N. 2nd Street - Colby, WI	54421

Please list all of the dairies that you received bids from.

If the bid was awarded to another dairy, please list the name of the dairy and their bid prices.

We are "thanking you" in advance for your follow through.

Dairy Name: _____ N/A

1%	_____	Strawberry Fat Free	_____
Skim	_____	Chocolate Fat Free	_____

If we do obtain your bid, please send us a copy of your days in attendance.

This will assure you of receiving proper quantities and fresh product. Thank you, again.

July 23, 2019

Dear Dr. Kolden and Colby School Board,

I am writing this letter in regards to me graduating after my junior year, in the class of 2020. I have given this much thought and have taken into consideration the fact that this may be difficult. I currently only need nine more credits to graduate. For those nine credits I have met with Ms. Krauss and we have made a schedule consisting of the following classes: US History AP, Plant Science/Horticulture, Lifetime Sports, Theater, English 11, Advanced Math, Classical Mythology Short Story, Spanish III, Animal Systems, Food and Fitness, Physics (one semester), Metals, and Youth Apprenticeship for Ag, Food, and Natural Resources. The reason behind graduating early is that I would like to start continuing my education at Fox Valley Technical College in Appleton, rather than doing my senior year.

I am going to apply to Fox Valley for the summer of 2020. I will be attending Fox Valley for their two year Early Childhood Education Program. The cost to receive my degree is roughly \$11,000 before scholarships. To help with the cost of my education I am going to fill out the Marshfield Eagles, Mid-State Truck Service, National FFA, Wisconsin FFA and many other scholarships as they become available. The remaining cost left after scholarships I will pay for with a student loan.

I am going to be living with my older sister and her family in Ripon. Ripon is located about one hour from Appleton. My current job, Culver's in Marshfield, will transfer me to the Culver's in Ripon when I leave for college. After college I plan on being a preschool teacher in or around the Ripon area.

Thank you for taking time to read this letter and for considering my request to graduate a year early.

Sincerely,

Olivia Weiland

THE FIRST AMENDMENT TO THE U.S. CONSTITUTION

“Congress Shall Make No Law Respecting an Establishment of Religion, or Prohibiting the Free Exercise Thereof; or Abridging the Freedom of Speech, or of the Press; or the Right of the People Peaceably to Assemble, and To Petition the Government for a Redress of Grievances.”—[First Amendment](#)

DELETE

LIBRARY BILL OF RIGHTS

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 18, 1948.

**Amended February 2, 1961, and January 23, 1980,
inclusion of "age" reaffirmed January 23, 1996,
by the ALA Council.**

FREEDOM TO READ STATEMENT

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to avoid the subversion of politics and the corruption of morals. We, as citizens devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary citizen, by exercising critical judgment, will accept the good and reject the bad. The censors, public and private, assume that they should determine what is good and what is bad for their fellow citizens.

We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they need the help of censors to assist them in this task. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings. The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox or unpopular with the majority.
2. Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.
3. It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.
4. There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.
5. It is not in the public interest to force a reader to accept with any expression the prejudgment of a label characterizing it or its author as subversive or dangerous.
6. It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large.
7. It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers. Adopted June 25, 1953; revised January 28, 1972, January 16, 1991, July 12, 2000, by the ALA Council and the AAP Freedom to Read Committee.

A JOINT STATEMENT BY: AMERICAN LIBRARY ASSOCIATION AND ASSOCIATION OF AMERICAN PUBLISHERS

SCHOOL LIBRARY BILL OF RIGHTS For School Library Media Programs

(Approved by American Association of School Librarians Board of Directors, Atlantic City, 1969)

The American Association of School Librarians reaffirms its belief in the Library Bill of Rights of the American Library Association. Media personnel are concerned with generating understanding of American freedoms through the development of informed and responsible citizens. To this end the American Association of School Librarians asserts that the responsibility of the school library media center is:

- To provide a comprehensive collection of instructional materials selected in compliance with basic written selection principles, and to provide maximum accessibility to these materials
- To provide materials for teachers and students that will support the curriculum, taking into consideration the individual's needs, and the varied interests, abilities, socio-economic backgrounds, and maturity levels of the students served
- To provide materials for teachers and students that will encourage growth in knowledge, and that will develop literary, cultural and aesthetic appreciation, and ethical standards
- To provide materials which reflect the ideas and beliefs of religious, social, political, historical, and ethnic groups and their contribution to the American and world heritage and culture, thereby enabling students to develop an intellectual integrity in forming judgments
- To provide a written statement, approved by the local boards of education, of the procedures for meeting the challenge of censorship of materials in school library media centers
- To provide qualified professional personnel to serve teachers and students

INTERLIBRARY LOAN POLICIES AND PROCEDURES

Libraries within the School District of Colby utilize resource sharing as a means to obtain library media material not available within the District.

The libraries rely on resource sharing and interlibrary loan programs:

1. To extend access to information and materials not normally acquired
2. To support interlibrary loan as a concept to foster interlibrary cooperation and resource sharing
3. To extend budget funds as effectively as possible

However, interlibrary loan activities will not be used as a replacement for ongoing collection development. No library has either the space or resources to anticipate and purchase everything patrons find useful.

The following guidelines shall be followed when handling interlibrary loan requests:

1. Every effort will be made to meet patron needs with district collections before beginning the outside interlibrary loan process
2. Loaning and borrowing of materials will be at the discretion of the school library staff as stated in Wisconsin State Statute 43.72(3) (as shown below)
3. Patrons will be personally responsible for all materials borrowed for them and will need to pay replacement cost for all materials that are lost and damaged while in their possession.
4. All library services will be revoked until replacement costs are repaid.

The libraries participate in resource sharing with any library without charge for the Interlibrary Loan services.

The Colby School District shall follow guidelines as stated in the Wisconsin State Statutes 43.72- Interlibrary Loans.

43.72(1) School library books and other instructional material belonging to one school district may be loaned to another school district for use in any school library of that school district.

43.72(2) Any public library board and school board may make such exchanges and loans of books and other instructional material as are agreed upon for the purpose of increasing the efficiency of both libraries and ensuring the best service to the schools and all citizens

43.72(3) Any school district that borrows materials through a public library system shall reciprocate by sharing with other participating libraries materials that are not immediate or constant demand by the school library's primary clientele, as determined by the school district.

The School District of Colby shall not discriminate in the resource sharing of library materials on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability.

POLICY FOR SELECTION OF MEDIA CENTER MATERIALS

I. Introduction

The purpose of this Selection Policy is to provide guidelines for the selection and review of the print, non-print, and digital resources, excluding textbooks, which reflect the philosophy and goals of the Colby School District. This policy outlines the responsibility, objectives, and criteria for selection, as well as the procedures for both selection and reconsideration of materials.

The term "digital resources" refers to those that the Library Media Specialist has selected for use – specifically; online services subscribed to annually, or designated curriculum-based sites on the World Wide Web. Library Media Services does not control materials that may be available from other Internet sites, and use of the network is subject to the Colby School District Acceptable Use Policy on file in order to use library and district computers to access the Internet.

It is the role of the Colby School Board to establish written policies, procedures, and rules of operation of the schools in the District. It is the policy of the Colby School District (1) to provide a wide range of instructional materials in its media centers on all levels of difficulty, with diversity of appeal, and the presentation of different points of view, (2) to provide for personal interests and recreational reading, and (3) to allow review of allegedly inappropriate instructional materials through the established procedures.

The Colby School District shall not discriminate in the selection and evaluation of instructional materials on the basis of sex, race, color, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap. Discrimination complaints shall be processed in accordance to established procedures.

In accordance with Wisconsin Statutes, the school board shall "provide adequate instructional materials, texts and library services which reflect the cultural diversity and pluralistic nature of American society."

II. Responsibilities for Selection of Library Media Materials

- A. The Colby School District Board of Education is legally responsible for the selection of the library media center materials. This responsibility is delegated by the Board of Education to the professionally trained and certified library media specialist employed by the school system.
- B. While teachers, students, administrators, and citizens are encouraged to be involved, the responsibility for coordinating and recommending the selection and purchase of library media materials rests with the library media specialist who is certified and has professional training and experience in materials selection.
- C. Responsibility for coordinating the selection and purchase of textbooks shall, in all cases, include the teachers involved and appropriate administrative staff. The recommendation, when approved by the superintendent, shall be the basis for purchase. Materials shall be evaluated for reading level, content consistent with curriculum and gender as well as other bias.

III. Objectives of Selection

The Colby School District recognizes that it is the primary objective of the library media program to implement, enrich, and support the educational programs of the schools. It is the duty of the library media program to provide a wide range of materials on all levels of difficulty, with diverse appeal and with presentation of different points of view.

In order to assure that the school media program is an integral part of the educational program of the school, the following selection objectives are adopted:

- A. To provide materials that will enrich the student as an individual and support the curriculum, taking into consideration individual needs and the varied interests, abilities, socio-economic background and maturity levels of the students served.
- B. To provide materials in an appropriate and current format to effectively teach the curriculum.
- C. To provide materials that will stimulate growth in knowledge and develop literary, cultural and aesthetic appreciations.
- D. To provide a background of information which will enable students to make intelligent judgments in their daily lives.
- E. To provide materials on the many sides of issues, beliefs and ideas to help develop the habit of critical and rational thinking in forming judgments.
- F. To provide materials reflective of the pluralistic nature of global society.
- G. To place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive media collection appropriate for the users.
- H. To anticipate and meet needs through awareness of subjects of current interest.
- I. To provide comprehensive collections of materials for current instructional programs.
- J. To provide materials with a recent copyright date as appropriate to the subject.
- K. To ensure that all bilingual programs have a diverse and wide range of materials available.

LEGAL REFERENCE: Wisconsin Stats. 118.03(2), 118.13, 120.10(15), 121.02(1)(h)
Wisconsin Admin. Code PI 8.01(2)(h)

CROSS REFERENCE: Policy #361-Rule – Procedures for Instructional Materials Selection and Reconsideration

POLICY FOR SELECTION OF MEDIA CENTER MATERIALS

The Colby School Board hereby declares it is the policy of the Colby School District (1) to provide a wide range of instructional materials in its media centers on all levels of difficulty, with diversity of appeal, and the presentation of different points of view, (2) to provide for personal interests and recreational reading, and (3) to allow review of allegedly inappropriate instructional materials through the established procedures.

The Colby School District shall not discriminate in the selection and evaluation of instructional materials on the basis of sex, race, color, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap. Discrimination complaints shall be processed in accordance to established procedures.

In accordance with Wisconsin Statutes, the school board shall "provide adequate instructional materials, texts and library services which reflect the cultural diversity and pluralistic nature of American society."

I. Objectives of Selection

In order to assure that the school media center program is an integral part of the educational program of the school, the following selection objectives are adopted:

1. Providing materials that will enrich the student as an individual and support the curriculum, taking into consideration individual needs and the varied interests, abilities, socio-economic background and maturity levels of the students served.
2. Providing materials that will stimulate growth in knowledge and develop literary, cultural and aesthetic appreciations.
3. Providing materials on the many sides of issues, beliefs and ideas to help develop the habit of critical and rational thinking in forming judgments.
4. Providing materials that accurately reflect the many religious, social, political and ethnic groups which comprise our pluralistic society, and providing materials which promote an accurate depiction of both sexes, handicapped, aged, etc.
5. Providing materials that will promote a knowledge and appreciation of world history and culture.
6. Providing comprehensive collections of materials for current instructional programs.
7. Providing principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive media collection appropriate for the users.

II. Responsibility For Selection

- A. The Colby School District Board of Education is legally responsible for the selection of the media center materials. This responsibility is delegated by the Board of Education to the professionally trained and certified library media personnel employed by the school system.
- B. While teachers, students, administrators, and citizens are encouraged to be involved, the responsibility for coordinating the selection of instructional materials and making recommendations for purchase rests with certified media personnel who know the

APPROVED: 03/21/94

REVISED: 11/18/02

REVISED: 12/01/07

Page 1 of 2

~~curriculum, the media center collection, the students, and the philosophy of the school system.~~

- ~~C. Responsibility for coordinating the selection and purchase of textbooks rests with the certified teaching personnel in the related department and/or related curriculum committees, textbook selection committee and instructional supervisors. Their recommendation, when approved by the superintendent, shall form the basis for purchase. Materials shall be evaluated for reading level, content consistent with curriculum and gender as well as other bias.~~

LEGAL REFERENCE: Wisconsin Stats. 118.03(2), 118.13, 120.10(15), 121.02(1)(h)
Wisconsin Admin. Code PI 8.01(2)(h)

CROSS REFERENCE: Policy #361-Rule – Procedures for Instructional Materials Selection and Reconsideration

PROCEDURES FOR INSTRUCTIONAL MATERIALS SELECTION AND RECONSIDERATION

I. Selection Criteria

A. General Resources:

All learning resources shall be selected for their strengths. Educational goals of the local school district, individual student learning modes, teaching styles, curricula need, faculty and student needs, existing materials and networking arrangements should be considered in developing the media collection. Print and non-print materials will be evaluated according to the following criteria as they apply:

1. Contribution and relevance to curriculum and goals of the school.
2. Factual content is accurate, current, reliable and authoritative.
3. Readability and accessibility to intended audience.
4. Demonstrates respect for, and understanding of, the contributions made to our civilization by minority and ethnic groups.
5. Suitable format and appearance for intended use.
6. Representative of artistic, historical, and literary qualities.
7. Realistic representation of our pluralistic society.
8. Treatment of subject that is clear, comprehensive, skillful, and well-organized;
9. Timeliness and permanence.
10. Reflect current research and meet current standards of excellence.
11. Materials shall represent various viewpoints on controversial issues.
12. Competence and qualifications of authors and producers.

Non-print resources:

Previously stated criteria for selection should be applied with some additional considerations:

1. Compatibility with currently owned hardware.
2. Technical quality.
3. Organization, searching capabilities and navigation tools enhance information retrieval.

Although the Board of Education recognizes that an item may offend some patrons, selection of materials on controversial topics will not be made on the basis of any anticipated approval or disapproval but rather on the merits of the materials and value to the collection and to users.

Complaints about instructional materials shall be handled in accordance with established procedures.

II. Selection Procedures

- A. In selecting learning resources, the certified library media personnel will evaluate available resources, assess curricular needs and consult reputable, professionally prepared selection tools and other appropriate sources. The actual resource will be examined whenever possible. Recommendations for acquisition will be solicited from faculty and students.
- B. Gift materials should be judged by the selection criteria and shall be accepted or rejected on the basis of those criteria. Gifts that do not meet criteria for library use but are appropriate for classroom or home use will be offered to the school community with the donor's consent.
- C. Materials for the media centers are selected by the professional media staff with due regard to suggestions from faculty, parents and students. Final selection is made by the media specialist. Professionally recognized reviewing periodicals, standard catalogs, and other selection aids are used by the media specialists and the faculty to guide them in their selection.
- D. Selection is an ongoing process that should include how to remove materials no longer appropriate and the replacement of lost or worn materials still of educational value. This

maintenance of the collection, also called "weeding" should be done with the following criteria in mind:

1. Criteria for the removal of materials may include:
 - a. Materials having inaccurate or outdated information.
 - b. Materials depicting negative role stereotypes.
 - c. Materials no longer useful for curricular support or recreational reading.
 - d. Materials not circulated for a number of years.
 - e. Materials in poor physical condition.
2. After the weeding process is over, all withdrawn materials will be considered essentially valueless and removed from the collection.

III. Reconsideration of Materials

The Colby School Board supports the principles of intellectual freedom inherent in the First Amendment of the Constitution of the United States (Exhibit 1) and expressed in the Library Bill of Rights of the American Library Association (Exhibit 2), Freedom to Read Statement from the American Library Association (Exhibit 3), and the Access to Resources and Services in the School Library (Exhibit 4). However, occasional objections to instructional materials will be made, notwithstanding the quality of the selection process.

Statement of Policy

Any resident or employee of the Colby School District may formally request the reconsideration of library materials on the basis of appropriateness.

Request for Informal Reconsideration

The school receiving a complaint regarding library materials shall try to resolve the issue informally.

The principal or library media specialist shall explain to the questioner the school's selection procedure, criteria, and qualifications of those selecting the resource.

The principal or library media specialist shall explain the particular place the questioned material occupies in the educational program, its intended usefulness, and additional information regarding its use.

A parent/guardian may request that a material be restricted from his/her child, but that request shall not be deemed a request to remove the material from the library.

If the questioner wishes to file a formal request for reconsideration, a copy of the district's Selection Policy and a Request for Reconsideration of Library Materials form shall be given to the questioner.

Request for Formal Reconsideration

- A. If a formal complaint is made, the following procedures should be followed:
 1. If the informal attempt to resolve the concern is unsuccessful, the procedure for making a formal complaint will be explained and the person(s) making the challenge shall be provided with a packet of materials including a copy of the "Citizen's Request for Reconsideration of Instructional Resources" form. (Exhibit 5)
 2. The administrators and appropriate teaching personnel are informed of the challenge.
 3. Challenged materials are maintained on the shelves during the reconsideration process.
 4. Upon receipt of the completed form, the principal requests a review of the challenged material by the appointed Materials Reconsideration Committee within 20 working days, and notifies the district media director and superintendent that such review is being done.

- B. The Materials Reconsideration Committee shall be composed of the following:
1. An administrator designated by the superintendent.
 2. Three teachers (one from the elementary, middle and high school faculties not directly involved in the challenge) designated by the building principals.
 3. A representative of the high school English department.
 4. The media specialist.
 5. The district reading specialist.
 6. Four community members appointed by the Board President.
 7. Educators and those directly involved in the challenge will provide rationale and testimony.
- C. The Materials Reconsideration Committee takes the following steps after reviewing the challenged materials:
1. Reads, views, or listens to the material in its entirety.
 2. Checks general acceptance of the material by reading reviews and consulting recommended lists.
 3. Determines the extent to which materials support curriculum.
 4. Completes the appropriate "Checklist for Material Reconsideration Committee" (Exhibit (6) or (7)), judging the material for its strength and value as a whole and not in part.
 5. The committee's written decision by a simple majority shall be presented within 20 working days of its initial meeting to the superintendent who will see that implementation of the decision takes place. The superintendent will notify the complainant in writing of the committee's decision.
 6. An appeal of the decision of the committee may be made by the complainant within 10 working days to the superintendent and Board of Education. The Board will make the final decision on the complaint within 20 working days of the receipt of the appeal. The Board reserves the right to use outside expertise if necessary to help in its decision-making. The administrative representative and the library media specialist will represent the Materials Reconsideration Committee at this meeting.
 7. To ensure that any press coverage is accurate, the administrative representative on the committee will provide information from the school perspective.
 8. A decision to sustain a challenge shall not be interpreted as a judgment of irresponsibility on the part of the professionals involved in the original selection or use of the material.

PROCEDURES FOR INSTRUCTIONAL MATERIALS SELECTION AND RECONSIDERATION

I. ~~Criteria For Selection~~

- A. ~~Educational goals of the local school district, individual student learning modes, teaching styles, curricula needs, faculty and student needs, existing materials and networking arrangements should be considered in developing the media collection.~~
- B. ~~Print and non-print materials will be evaluated according to the following criteria as they apply:~~
 - 1. ~~Relevant to today's world;~~
 - 2. ~~Representative of artistic, historic, and literary qualities;~~
 - 3. ~~Demonstrates respect for, and understanding of the contributions made to our civilization by minority and ethnic groups;~~
 - 4. ~~Realistic representation of our pluralistic society;~~
 - 5. ~~Appropriate levels for users;~~
 - 6. ~~Synchronize to the objectives of the instructional program;~~
 - 7. ~~Provides stimuli to creativity;~~
 - 8. ~~Represents alternative viewpoints on controversial subjects;~~
 - 9. ~~Competence and qualifications of authors and producers;~~
 - 10. ~~Suitable format and appearance for intended use;~~
 - 11. ~~Acceptable technical quality with adequate documentation.~~
- C. ~~Although the Board of Education recognizes that an item may offend some patrons, selection of materials on controversial topics will not be made on the basis of any anticipated approval or disapproval but rather on the merits of the materials and their value to the collection and to users.~~
- D. ~~Complaints about instructional materials shall be handled in accordance with established procedures.~~

II. ~~Procedures For Selection~~

- A. ~~In selecting learning resources, the certified library media personnel will evaluate available resources, assess curricular needs and consult reputable, professionally prepared selection tools and other appropriate sources. The actual resource will be examined whenever possible. Recommendations for acquisition will be solicited from faculty and students.~~
- B. ~~Gift materials shall be judged by the selection criteria and shall be accepted or rejected on the basis of those criteria.~~
- C. ~~Materials for the media centers are selected by the professional media staff with due regard to suggestions from faculty, parents and students. Final selection is made by the media specialists of the school in which the center is housed. Professionally recognized reviewing periodicals, standard catalogs, and other selection aids are used by the media specialists and the faculty to guide them in their selection.~~
- D. ~~Selection is an ongoing process that should include how to remove materials no longer appropriate and the replacement of lost or worn materials still of educational value. This maintenance of the collection, also called "weeding" should be done with the following criteria in mind:~~
 - 1. ~~Criteria for the removal of materials may include: _____~~
 - a. ~~Materials having inaccurate or outdated information.~~
 - b. ~~Materials depicting negative role stereotypes.~~
 - c. ~~Materials no longer useful for curricular support or recreational reading.~~
 - d. ~~Materials not circulated for a number of years.~~
 - e. ~~Materials in poor physical condition.~~
 - 2. ~~After the weeding process is over, all withdrawn materials will be considered essentially valueless and removed from the collection.~~

III. — Reconsideration of Materials

The Colby School Board supports the principles of intellectual freedom inherent in the First Amendment of the Constitution of the United States (Exhibit 1) and expressed in the Library Bill of Rights of the American Library Association (Exhibit 2), Freedom to Read Statement from the American Library Association (Exhibit 3), and the School Library Bill of Rights for School Library Media Programs (Exhibit 4). However, occasional objections to instructional materials may be made, notwithstanding the quality of the selection process.

-
- A. If a complaint is made, the following procedures are followed:
1. — An informal attempt will be made by the building principal and media specialist to resolve the expressed concerns. The complainant will be informed of the selection procedures.
 2. — If the informal attempt to resolve the concern is unsuccessful, the procedure for making a formal complaint will be explained and the person(s) making the challenge shall be provided with a copy of the "Citizen's Request For Reconsideration of Instructional Resources" form. (Exhibit 5)
 3. — The administrators and appropriate teaching personnel are informed of the challenge.
 4. — Challenged materials are maintained on the shelves during the reconsideration process.
 5. — Upon receipt of the completed form, the principal requests a review of the challenged material by the appointed Materials Reconsideration Committee within 20 working days, and notifies the district media director and superintendent that such review is being done.
- B. The Materials Reconsideration Committee shall be composed of the following:
1. — An administrator designated by the superintendent;
 2. — Three teachers (one from the elementary, middle and high school faculties not directly involved in the challenge) designated by the building principals.
 3. — A representative of the high school English department;
 4. — The media specialists (the media specialist in whose collection the challenged material occurs shall not vote);
 5. — The district reading specialist;
 6. — Four community members appointed by the Board President.
 7. — Educators and those directly involved in the challenge will provide rationale and testimony.
- C. The Materials Reconsideration Committee takes the following steps after reviewing the challenged materials:
1. — Reads, views, or listens to the material in its entirety.
 2. — Checks general acceptance of the material by reading reviews and consulting recommended lists.
 3. — Determines the extent to which materials support curriculum.
 4. — Completes the appropriate "Checklist for Material Reconsideration Committee" (Exhibit (6) or (7)), judging the material for its strength and value as a whole and not in part.
 5. — The committee's written decision by a simple majority shall be presented within 20 working days of its initial meeting to the superintendent who will see that implementation of the decision takes place. The superintendent will notify the complainant in writing of the committee's decision.
 6. — An appeal of the decision of the committee may be made by the complainant within 10 working days to the superintendent and Board of Education. The Board will make the final decision on the complaint within 20 working days of the receipt of the appeal. The Board reserves the right to use outside expertise if necessary to help in its decision making. The administrative representative and the library media specialist will represent the Materials Reconsideration Committee at this meeting.
 7. — To ensure that any press coverage is accurate, the administrative representative on the committee will provide information from the school perspective.
 8. — A decision to sustain a challenge shall not be interpreted as a judgment of irresponsibility on the part of the professionals involved in the original selection or use of the material.

CITIZEN'S REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL RESOURCES

Request initiated by: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

School: _____

Complainant represents:

Self _____ Organization _____

Library Material Questioned

Book:

Author: _____

Title: _____

Copyright _____

AV Material:

Kind of Media _____ (Film, music, computer file, etc.)

Title: _____

Other Material:

Identify _____

1. Did you read or view the entire resource? Yes _____ No _____

If not, what parts? _____

2. To what in the resource do you object? Please be specific.
3. What do you believe is the theme/intent of this resource?
4. In your opinion is there any instructional value or anything good about the resource?
5. What do you feel might be the result of using this resource?
6. What reviews of this material have you read? _____
7. For what age group might this be suitable?
8. What would you like your library/school to do about this resource?
9. _____ Do not assign/lend it to my child
10. _____ Other Explain:
11. In its place, what resource of equal quality would you recommend that would convey as valuable a picture and perspective of the subject treated?

Signature of Complainant: _____ Date: _____

(Adapted from a form developed by the National Council of Teachers of English)

CITIZEN'S REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL RESOURCES

Author: _____

Title: _____

Publisher (if known) _____

Request initiated by: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

School: _____

Complainant represents:

_____ Self

_____ Organization _____

_____ (Other) _____

1. ~~To what in the resource do you object? Please be specific.~~

2. ~~What do you feel might be the result of using this resource?~~

3. ~~For what age group would you recommend this resource?~~

4. ~~Is there anything good about the resource?~~

5. ~~Did you read or view the entire resource? _____ What parts? _____~~

6. ~~Are you aware of the judgment of this resource by professional review sources?~~

7. ~~What do you believe is the theme/intent of this resource?~~

8. ~~What would you like your library/school to do about this resource?~~

~~_____ Do not assign/lend it to my child~~

~~_____ Other Explain: _____~~

9. ~~In its place, what resource of equal quality would you recommend that would convey as
valuable a picture and perspective of the subject treated?~~

Signature of Complainant: _____ Date: _____

(Adapted from a form developed by the National Council of Teachers of English)

**CHECKLIST FOR MATERIALS
RECONSIDERATION COMMITTEE
(INSTRUCTIONAL MATERIALS-FICTION AND OTHER
LITERARY FORMS)**

Title _____

Author _____

A. Purpose

1. What is the purpose, theme, or message of the material?
How well does the author/producer/composer accomplish this purpose?
2. If the story is fantasy, is it the type that has imaginative appeal and is suitable for children? _____yes _____no for young adults? _____yes _____no
If both marked no, for what age group would you recommend?
3. Will the reading and/or viewing and/or listening to material result in more compassionate understanding of human beings? _____yes _____no
4. Does it offer an opportunity to better understand and appreciate the aspirations, achievement, and problems of various minority groups? _____yes _____no
5. Are any questionable elements of the story an integral part of a worthwhile theme or message? _____yes _____no

B. Content

1. Does a story about modern times give a realistic picture of life as it is now?
_____yes _____no
2. Does the story avoid an oversimplified view of life, one that leaves the reader with the general feeling that life is sweet and rosy or ugly and meaningless?
_____yes _____no
3. When factual information is part of the story, is it presented accurately?
_____yes _____no
4. Is prejudicial appeal readily identifiable by the potential reader?
_____yes _____no
5. Are concepts presented appropriate to the ability and maturity of the potential readers?
_____yes _____no
6. Do characters speak in a language true to the period and section of the country in which they live? _____yes _____no
7. Does the material offend in some special way the sensibilities of women or a minority group by the way it presents either the chief character or any of the minor characters?
_____yes _____no

- 8. Is there preoccupation with sex, violence, cruelty, brutality, and aberrant behavior that would make this material inappropriate for children? yes no
young adults? yes no
- 9. If there is use of offensive language, is it appropriate to the purpose of the text for children? yes no
- 10. Is the material free from derisive names and epithets that would offend minority groups? yes no children? yes no
young adults? yes no
- 11. Is the material well written or produced?
yes no
- 12. Does the story give a broader understanding of human behavior without stressing differences of class, race, color, sex, education, religion or philosophy in any adverse way? yes no
- 13. Does the material make a significant contribution to the history of literature or ideas?
yes no
- 14. Are the illustrations appropriate and in good taste?
yes no
- 15. Are the illustrations realistic in relation to the story?
yes no

C. Reviews

- 1. Source of Review
Favorably Reviewed Unfavorably Reviewed
- 2. Does this title appear in one or more reputable selection aids?
yes no

If yes, please list titles of selection aids.

Additional comments:

Recommendation by the Advisory Committee for the Reconsideration for Instructional Materials:

Signatures of Advisory Review Committee

Date _____

**CHECKLIST FOR MATERIALS
RECONSIDERATION COMMITTEE
(INSTRUCTIONAL MATERIALS-FICTION AND OTHER
LITERARY FORMS)**

Title _____

Author _____

A. Purpose

1. ~~What is the purpose, theme, or message of the material? How well does the author/producer/composer accomplish this purpose?~~

2. ~~If the story is fantasy, is it the type that has imaginative appeal and is suitable for children? _____yes _____no
For young adults? _____yes _____no
If both marked no, for what age group would you recommend?~~

3. ~~Will the reading and/or viewing and/or listening to material result in more compassionate understanding of human being? _____yes _____no~~

4. ~~Does it offer an opportunity to better understand and appreciate the aspirations, achievement, and problems of various minority groups? _____yes _____no~~

5. ~~Are any questionable elements of the story an integral part of a worthwhile theme or message? _____yes _____no~~

B. Content

1. ~~Does a story about modern times give a realistic picture of life as it is now? _____yes _____no~~

2. ~~Does the story avoid an oversimplified view of life, one that leaves the reader with the general feeling that life is sweet and rosy or ugly and meaningless? _____yes _____no~~

3. ~~When factual information is part of the story, is it presented accurately? _____yes _____no~~

4. ~~Is prejudicial appeal readily identifiable by the potential reader? _____yes _____no~~

5. ~~Are concepts presented appropriate to the ability and maturity of the potential readers? _____yes _____no~~

6. Do characters speak in a language true to the period and section of the country in which they live?
_____yes_____no

7. Does the material offend in some special way the sensibilities of women or a minority group by the way it presents either the chief character or any of the minor characters?
_____yes_____no

8. Is there preoccupation with sex, violence, cruelty, brutality, and aberrant behavior that would make this material inappropriate for children? _____yes_____no
— young adults? _____yes_____no

9. If there is use of offensive language, is it appropriate to the purpose of the text for children?
_____yes_____no

10. Is the material free from derisive names and epithets that would offend minority groups? _____yes
_____no

11. Is the material well written or produced?
_____yes_____no

12. Does the story give a broader understanding of human behavior without stressing differences of class, race, color, sex, education, religion or philosophy in any adverse way?
_____yes_____no

13. Does the material make a significant contribution to the history of literature or ideas?
_____yes_____no

14. Are the illustrations appropriate and in good taste?
_____yes_____no

15. Are the illustrations realistic in relation to the story?
_____yes_____no

C. Reviews

1. Source of Review
— Favorably Reviewed _____ Unfavorably Reviewed _____

2. Does this title appear in one or more reputable selection aids?
_____yes_____no

— If yes, please list titles of selection aids.

Additional comments:

Recommendation by the Advisory Committee for the Reconsideration of Instructional Materials:

Signatures of Advisory Review Committee _____ Date _____

CHECKLIST FOR MATERIALS RECONSIDERATION COMMITTEE (INSTRUCTIONAL MATERIAL – NONFICTION)

Title _____

Author _____

A. Purpose

1. What is the overall purpose of the material?
2. Is the purpose accomplished? _____yes _____no

B. Authenticity

1. Is the author competent and qualified in the field?
_____yes _____no
2. What is the reputation and significance of the author and publisher/producer in the field?
3. Is the material up-to-date? _____yes _____no
4. Are information sources well documented?
_____yes _____no
5. Are translations and retellings faithful to the original?
_____yes _____no

C. Appropriateness

1. Does the material promote the educational goals and objectives of the curriculum of the district's schools?
_____yes _____no
2. Is it appropriate to the level of instruction intended?
_____yes _____no
3. Are the illustrations appropriate to the subject and age levels?
_____yes _____no

D. Content

1. Is the content of this material well presented by providing adequate scope, range, depth and continuity?
_____yes _____no
2. Does this material present information not otherwise available?
_____yes _____no

3. Does this material give a new dimension or direction to its subject?
_____yes _____no

E. Reviews

1. Source of Review
Favorably Reviewed _____ Unfavorably Reviewed _____

2. Does this title appear in one or more reputable selection aids?
_____yes _____no

If yes, please list titles of selection aids.

Additional comments:

Recommendation by the Advisory Committee for the Reconsideration for Instructional Materials:

Signatures of Advisory Review Committee

Date _____

CHECKLIST FOR MATERIALS RECONSIDERATION COMMITTEE (INSTRUCTIONAL MATERIAL – NONFICTION)

Title _____

Author _____

A. Purpose

1. What is the overall purpose of the material?

2. Is the purpose accomplished? _____yes _____no

B. Authenticity

1. Is the author competent and qualified in the field?
_____yes _____no
2. What is the reputation and significance of the author and publisher/producer in the field?
3. Is the material up to date? _____yes _____no
4. Are information sources well documented?
_____yes _____no
5. Are translations and retellings faithful to the original?
_____yes _____no

C. Appropriateness

1. Does the material promote the educational goals and objectives of the curriculum of the district's schools?
_____yes _____no
2. Is it appropriate to the level of instruction intended?
_____yes _____no
3. Are the illustrations appropriate to the subject and age levels?
_____yes _____no

D. Content

1. Is the content of this material well presented by providing adequate scope, range, depth and continuity?
_____yes _____no
2. Does this material present information not otherwise available?
_____yes _____no

3. ~~Does this material give a new dimension or direction to its subject?~~
 yes no

~~E. Reviews~~

1. ~~Source of Review~~

 Favorably Reviewed Unfavorably Reviewed

2. ~~Does this title appear in one or more reputable selection aids?~~

 yes no

 If yes, please list titles of selection aids.

~~Additional comments:~~

~~Recommendation by the Advisory Committee for the Reconsideration of Instructional Materials:~~

~~Signatures of Advisory Review Committee~~ _____ ~~Date:~~ _____

TECHNOLOGY CONCERNS FOR STUDENTS WITH SPECIAL NEEDS

The School District of Colby believes that every student can and will learn if placed in a challenging and supportive learning environment.

Students with special needs will have access to appropriate assistive technology to assist them with their educational activities. Students with special needs are students who have a disability and an IEP or a 504 plan, are gifted and talented, are migrant or homeless, or who are English Language Learners.

The School District of Colby will provide special education and related services designed to meet the unique needs of each student with a disability, based on his/her individualized education program (IEP), as required by law.

The School District of Colby makes available assistive technology devices or assistive technology services, or both, to a child with a disability if required as part of the child's special education, related services, or supplementary aids and services. If a child's individualized education program team determines that access to school-purchased assistive technology devices or services in the child's home or in other settings is necessary for the child to receive a free appropriate public education, the devices or services are provided.

"Assistive technology device" means any item, piece of equipment or product system that is used to increase, maintain or improve the functional capabilities of a child with a disability.

"Assistive technology service" means any service that directly assists a child with a disability in the selection, acquisition or use of an assistive technology device, including all of the following:

- ~~evaluating the needs of the child, including a functional evaluation of the child in the child's customary environment;~~
- ~~purchasing, leasing or otherwise providing for the acquisition of assistive technology devices by children;~~
- ~~selecting, designing, fitting, customizing, adapting, applying, maintaining, repairing or replacing of assistive technology devices;~~
- ~~coordinating and using other therapies, interventions or services with assistive technology devices, such as those associated with existing education and rehabilitative plans and programs;~~
- ~~training or technical assistance for the child or, if appropriate, the child's family;~~
- ~~and training or technical assistance for professionals, including individuals providing education and rehabilitation services, employers or other individuals who provide services to, employ or are otherwise substantially involved in the major life functions of that child.~~

~~Assistive technology includes speech and visual software aids, laptop computers, curriculum software, large print books, magnifiers, calculators, recorded materials, alternate keyboards, and computers in each classroom. In addition, trained staff assist classroom teachers in the use of appropriate assistive technology strategies for each student with special needs.~~

~~The need for assistive technology is determined on a case-by-case basis. If the IEP team determines that a particular assistive technology item is required for the student to be provided a favorable benefit from his/her education program, the technology must be provided to implement the IEP.~~

The School District of Colby does not discriminate in the technology services offered to students with special needs on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability

CROSS REF.: Administrative Procedure #342.1 – Special Education Policies and Procedures

2.04 Fair Labor Standards Act and Wisconsin Administrative Code DWD 274.08

Certain types of workers of public employers in Wisconsin 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] as authorized by Wisconsin Administrative Code DWD 274.08. 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. Information concerning leave rights under the Wisconsin Bone Marrow and Organ Donation Leave Law will be posted in a conspicuous place where notices to employees and applicants are customarily placed. Employees can view this notice at: https://dwd.wisconsin.gov/dwd/publications/erd/pdf/erd_18114_p.pdf. This notice is also included as Appendix of the Handbook.
- 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, including notice of the employee's ability to take leave intermittently or on a reduced schedule (if eligible), 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 Employee Harassment based on a Legally Protected Status Harassment and Bullying

- A. **Policy Statement:** The District is committed to providing fair and equal employment opportunities and to providing a professional work and student learning environment free of all forms of unlawful employment harassment and bullying.
- B. **Harassment:** 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 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:

1. Unwelcome sexual advances, comments or innuendos;
2. Physical or verbal abuse;
3. Jokes, insults or slurs based on any personal characteristic (*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*);
4. Taunting based on any personal characteristic described above in section 2.02; and/or
5. Requests for sexual favors used as a condition of employment or affecting any personnel decisions such as hiring, promotion, compensation, etc.

- C. **Employee Responsibility:** All employees are responsible for ensuring that harassment and bullying do not occur. The District intends to comply with both the letter and spirit of the law in making certain that harassment and bullying do not exist in its policies, regulations and operations. Anyone who believes that he or she has been the subject of harassment or bullying or has knowledge of violations of this policy shall report the matter in accordance with established complaint procedures ([Board Policy #512](#)). All reports regarding employee harassment or bullying shall be taken seriously, treated fairly and promptly and thoroughly investigated. Individual privacy shall be protected to the extent possible. There shall be no retaliation against any person who files a complaint under this policy. The District shall take appropriate and necessary action to eliminate employee harassment and bullying. Actions that are determined to be harassment or bullying shall be subject to disciplinary action, up to and including dismissal.

All employees have a duty to report incidents of alleged harassment or bullying to their immediate supervisor or designated equal employment officer. Employees who fail to report incidents of alleged harassment or bullying may be subject to disciplinary action, up to and including dismissal. In addition, supervisory employees who fail to respond to harassment or bullying complaints or to act on their knowledge of violation of this policy will likewise be subject to disciplinary action, up to and including dismissal.

This policy and its accompanying procedures shall be published annually and distributed to all staff. ~~District staff will be required to sign an acknowledgment of receipt of the policy and procedure on an annual basis.~~ Training shall be conducted annually on this policy for all staff in the District.

2.08 Bullying

- A. **Policy Statement:** The District is committed to providing fair and equal employment opportunities and to providing a professional work and student learning environment free of all forms of bullying and harassment prohibited by Wisconsin Criminal Statutes, e.g. Wis. Stats. 947.013 and 947.0125
1. **Bullying:** Bullying is defined as systematic or repeated infliction (or attempted or threatened infliction) of physical harm or psychological/emotional distress on one or more students, staff, or other persons. It involves purposeful or intentional written, spoken, nonverbal, or physical behavior, including but not limited to any threatening, intimidating, insulting, degrading, or dehumanizing conduct, gesture, or communication that has the effect of doing any of the following:
 - a. Substantially interfering with any employee's work or a student's education;
 - b. Substantially interfering with a person's ability to participate in or benefit from any school activity or program;
 - c. Endangering the health, safety, or property of the target(s) of the behavior;
 - d. Creating a threatening, intimidating, hostile, or offensive environment within any District school, activity, or program; or
 - e. Substantially disrupting the orderly operation of the school.

“Cyber-bullying” is defined as bullying that involves the use of digital technologies, including but not limited to, e-mail, cell phones, text messages, instant messages, chat rooms, and social media (e.g., Twitter™ or Facebook™). Cyber-bullying is prohibited and treated the same as all other types of bullying.

Bullying is deliberate/purposeful conduct, but intent/purpose may properly be inferred from the totality of the circumstances (e.g., where the behavior is persistent/repeated or where the responsible party reasonably should have been able to foresee the consequences of his/her actions and the manner in which his/her conduct would be likely to be perceived by the target(s) of the conduct).

Bullying can involve direct interaction between the aggressor-bully and the target(s), or it can be indirect (such as orchestrating others to engage in acts of bullying; facilitating bullying conduct by others; etc.).

Not all behaviors that (1) hurt another person’s feelings; (2) are a manifestation of an interpersonal conflict; or (3) are in some way unkind amount to acts of bullying. However, such negative behaviors are still a legitimate subject of concern and regulation within the school environment. Further, it shall be a goal of the District’s workplace and educational programs to help staff, students and others recognize and acknowledge that even one-time instances of, for example, name calling, negative teasing, put-downs, or excluding others (when inclusion was readily possible) are inappropriate and problematic for a number of reasons.

- B. Employee Responsibility: All employees are responsible for ensuring that harassment and bullying do not occur. The District intends to comply with both the letter and spirit of the law in making certain that harassment and bullying do not exist in its policies, regulations and operations. Anyone who believes that he or she has been the subject of harassment or bullying or has knowledge of violations of this policy shall report the matter in accordance with established complaint procedures ([Board Policy #512](#)). All reports regarding employee harassment or bullying shall be taken seriously, treated fairly and promptly and thoroughly investigated. Individual privacy shall be protected to the extent possible. There shall be no retaliation against any person who files a complaint under this policy. The District shall take appropriate and necessary action to eliminate employee harassment and bullying. Actions that are determined to be harassment or bullying shall be subject to disciplinary action, up to and including dismissal.

All employees have a duty to report incidents of alleged harassment or bullying to their immediate supervisor or designated equal employment officer. Employees who fail to report incidents of alleged harassment or bullying may be subject to disciplinary action, up to and including dismissal. In addition, supervisory employees who fail to respond to harassment or bullying complaints or to act on their knowledge of violation of this policy will likewise be subject to disciplinary action, up to and including dismissal.

This policy and its accompanying procedures shall be published annually and distributed to all staff. ~~District staff will be required to sign an acknowledgment of receipt of the policy and procedure on an annual basis.~~ Training shall be conducted annually on this policy for all staff in the District.

SECTION 3. GENERAL EMPLOYMENT PRACTICES AND EXPECTATIONS

3.01 District Expectations

The District expects its employees to produce quality work, maintain confidentiality, work efficiently, and exhibit a professional and courteous attitude toward other employees, parents, and students. The District expects employees to comply with all applicable Board policies, work rules, job descriptions, terms of this *Handbook* and legal obligations.

The District expects employees to comply with the standards of conduct set out in Board policies, this *Handbook*, administrative regulations, and with any other policies, regulations and guidelines that impose duties, requirements or

- B. the time that has passed since the offense, conduct and/or completion of the sentence;
- C. the nature of the position to which the employee is assigned; and
- D. (for-non-felonious crimes only) the relationship between the offense and the position to which the employee is assigned.

Nothing herein shall prohibit the District from placing an employee on administrative leave based upon an arrest, indictment or conviction.

3.13 District Property

The District may supply an employee with equipment or supplies to assist the employee in performing his/her job duties. All employees are expected to show reasonable care for any equipment issued and to take precautions against theft. Employees cannot take District property for personal use or gain. Any equipment, unused supplies, or keys issued must be returned prior to the employee's last day of employment, including, but not limited by enumeration: employee identification badges and the key fob for building entry. District equipment borrowed for short term use should be returned the first work day after project completion.

3.14 Drug-, Alcohol-, and Tobacco-Free Workplace

A. Restrictions on Tobacco, Smoking,-Nicotine and Vaping Products

1. **Tobacco and Nicotine Products:** Employees shall not use tobacco and nicotine products except for nicotine products used as part of a smoking cessation program, as defined below, on District premises, in District vehicles, or in the presence of students at school or school-related activities. [Insert link to applicable local policy]. § 120.12(20), Wis. Stats. In addition, the District prohibits the use of vaping products regardless of whether such products contain tobacco or nicotine. Employees who violate this policy will be subject to disciplinary action, up to and including termination from employment.
2. **Definitions:** A "tobacco product" includes, for example, chewing tobacco, cigarettes, cigars, and snuff. A "nicotine product" means any product that contains nicotine and is not a tobacco product, a cigarette, or a product that has been approved by the U.S. Food and Drug Administration for sale as a smoking cessation product or for another medical purpose and is being marketed and sold solely for such an approved purchase (e.g., nicotine gum, nicotine skin patches). Nicotine products covered by this prohibition might include, for example, electronic cigarettes (e-cigarettes) with nicotine, nicotine vaporizers, and nicotine lollipops.

B. Drug-Free and Alcohol-Free Workplace

1. **General Restrictions on Alcohol and Drugs:** The District prohibits the following conduct by any person who is on District premises (i.e., property that is owned, leased, or controlled by the District); in a District vehicle; or participating in a District-sponsored activity:
 - a. The unlawful manufacturing, distribution, dispensing, possession, or use of a controlled substance (as defined under state or federal law, including all illegal drugs), a hazardous inhalant, or alcohol.
 - b. Being under the influence of a controlled substance (excluding the lawful and medically-appropriate use of medication), a hazardous inhalant, or alcohol in any manner that violates the law, violates a District policy, creates a disturbance, or jeopardizes safety.
 - c. The possession or distribution (including the purchase, sale, or transfer) of any substance that is represented as a controlled substance.
2. **Additional Drug and Alcohol Restrictions Applicable to All Employees:** District employees are subject to additional restrictions regarding alcohol and controlled substances. Specifically, except as otherwise required by law or specified in this policy, no District employee may possess, manufacture, distribute, dispense, use, or be under the influence of alcohol or a controlled substance, or use or be under the influence of a hazardous inhalant, when the employee is (1) on District-premises; (2) in any vehicle being used for District business; or (3) regardless of location, at any District-authorized activity, event, or function at a time when the employee is acting in the scope of his/her employment, responsible for

District students, or otherwise acting as an agent of the District. For purposes of this provision, being under the influence of alcohol includes having a detectable alcohol concentration of 0.02 or higher.

3. **Drugs and Alcohol Testing Based on Individualized Circumstances (Reasonable Suspicion):** If a supervisor or administrator has actual knowledge of or reasonable suspicion concerning an employee's employment-related possession or use of alcohol or controlled substances in violation of District policy or any applicable law (e.g., use on the job or being under the influence upon reporting for work or while working), the employee may be required to submit to testing for alcohol and/or controlled substances. Any drug and alcohol testing of District employees shall be conducted using procedures that reasonably protect the privacy interests of the employee and the integrity of the test results.

Consequences for Drug and Alcohol Violations: Compliance with the District's policies and rules regarding alcohol and drugs in the workplace is mandatory and a condition of employment. School employees shall cooperate with supervisors and with law enforcement personnel in investigations concerning any possible violations of these provisions. Employees who violate the District's policies or rules regarding these substances are subject to consequences, including referral to drug and alcohol counseling or rehabilitation programs, reassignment, monitoring plans (which, to the extent permitted by law, may include testing), discipline (up to and including termination), and/or referral to appropriate law enforcement officials.

The District seeks to provide a safe drug free workplace for all of its employees.

- A. **Prohibited Acts – Drugs and Alcohol:** Therefore, the manufacture, distribution, dispensation, possession, use of or presence under the influence of alcohol, inhalants, controlled substances or substances represented to be such, or unauthorized prescription medication, is prohibited on school premises or at school activities. In addition, the District will not condone the involvement of any employee with illicit drugs, even where the employee is not on District premises. Employees of the school system shall not possess, use, or distribute any illicit drug or alcoholic beverage as defined in Wisconsin Statutes while on school premises or while responsible for chaperoning students on school sponsored trips. Any employee who possesses, uses, or distributes any illicit drug or alcoholic beverage on school premises, or while responsible for chaperoning students on a school sponsored trip may be disciplined, up to and including discharge. All school employees shall cooperate with law enforcement agencies in investigations concerning any violation of this provision.
- B. **Tobacco Products:** Employees shall not use tobacco and nicotine products except for nicotine products used as part of a smoking cessation program as defined below on District premises, in District vehicles, nor in the presence of students at school or school related activities except as provided for below. ([Board Policy #522.1](#)) Employees who violate this policy will be subject to disciplinary action, up to and including termination from employment. §120.12(20), Wis. Stats.
— A “tobacco product” includes, for example, chewing tobacco, cigars, and snuff. A “nicotine product” means any product that contains nicotine and is not a tobacco product, a cigarette, or a product that has been approved by the U.S. Food and Drug Administration for sale as a smoking cessation product or for another medical purpose and is being marketed and sold solely for such an approved purchase (i.e., nicotine gum, nicotine skin patches). Nicotine products covered by this prohibition might include, for example, electronic cigarettes (e-cigarettes) with nicotine, nicotine vaporizers, and nicotine lollipops.
- C. **Drug Free Awareness Program:** The District shall distribute drug free awareness information to employees regarding the dangers of drug abuse in the workplace, the District's policy of maintaining a drug free workplace, any available drug counseling, rehabilitation, employee assistance abuse programs, and the penalties that may be imposed upon employees for drug abuse violations. ([Board Policy #522.1](#)) and 41 U.S.C. § 702(a) (1).
- D. **Reasonable Suspicion Testing:** All employees shall be required to undergo alcohol and drug testing at any time the District has reasonable suspicion to believe that the employee has violated the District's policy concerning alcohol and/or drugs. Reasonable suspicion alcohol or drug testing may be conducted when there is reasonable suspicion to believe that the employee has used or is using drugs or alcohol prior to reporting for duty, or while on duty, or prior to or while attending any District function on or off District property. The District's determination that reasonable suspicion exists must be based on specific, contemporaneous, accurate observations concerning the

~~exists must be based on specific, contemporaneous, accurate observations concerning the appearance, behavior, speech or body odors of the employee. A trained supervisor must make the observations. Refusal to consent to testing will result in disciplinary action, up to and including termination of employment.~~

- ~~E. Consequence for Violation: Employees who violate the District's policies and rules regarding alcohol or drug use shall be subject to disciplinary sanctions. Such sanctions may include referral to drug and alcohol counseling or rehabilitation programs or employee assistance programs, discipline or discharge from employment with the District, and referral to appropriate law enforcement officials for prosecution. Compliance with the District's policies and rules is mandatory and is a condition of employment.~~
- ~~F. Notification of Conviction: As a further condition of employment, an employee who is engaged in the performance of a federal grant shall notify the District Administrator of any criminal drug statute conviction for a violation occurring in the workplace no later than three days after such conviction. Within ten days of receiving such notice from the employee or any other source the District shall notify the federal granting agency of the conviction. 41 U.S.C. 702(a) (1) (D). After receiving notice from an employee of a conviction for any drug statute violation occurring in the workplace, the District shall either (1) take appropriate personnel action against the employee, up to and including termination of employment, or (2) require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health agency, law enforcement agency, or other appropriate agency. 41 U.S.C. 703 [This notice complies with notice requirements imposed by the federal Drug-Free Workplace Act (41 U.S.C. 702)].~~

3.15 Employee Identification Badges

The District shall provide employees with an employee identification badge. Employee identification badges are an important part of employee work attire. They allow students, parents, coworkers, vendors and the public to know who employees are. They are an important part of providing a secure environment for our students. Employees must wear their employee identification badges in a visible spot during their contracted work time.

3.16 False Reports

Employees may be disciplined for filing false reports or statements including but not limited to the following: accident reports, attendance reports, insurance reports, physician's statements, pre-employment statements, sick leave requests, student records, tax withholding forms and work reports.

3.17 Financial Controls and Oversight

The employee shall adhere to all internal controls that deter and monitor all fraud or financial impropriety in the District. Any person who suspects fraud or financial impropriety in the District shall report the suspicions immediately to any supervisor, the District Administrator or designee, the Board President, or local law enforcement. Reports of suspected fraud or financial impropriety shall be processed in a manner that gives appropriate consideration to the confidentiality of these matters. Limited disclosure may be necessary to complete a full investigation or to comply with law. Each employee who supervises or prepares District financial reports or transactions shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety. Neither the Board nor any District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. See also Part I, [Section 3.40](#).

3.18 Fraud and Financial Impropriety

The District prohibits fraud and financial impropriety, as defined below, in the actions of its Board members, employees, vendors, contractors, consultants, volunteers, and others seeking or maintaining a business relationship with the District.

- A. Fraud and financial impropriety shall include but is not limited to the following:
1. forgery or unauthorized alteration of any document or account belonging to the District;
 2. forgery or unauthorized alteration of a check, bank draft, or any other financial document;
 3. misappropriation of funds, securities, supplies, or other District assets, including employee time;
 4. impropriety in the handling of money or reporting of District financial transactions;

3.39 Wellness

- A. Educational Environment: District employees are encouraged to facilitate a healthy learning atmosphere for students to promote wellness. The District encourages staff to use foods of a high nutritional value in fundraising activities and to create an educational environment that supports the promotion of healthy food and beverage choices for students. Using food as a learning or behavior incentive should be kept to a minimum. Incentives shall be healthy food choices. The withholding of a meal as punishment is prohibited.
- B. Employee Wellness: The District shall encourage healthy behaviors by providing wellness programs, educational opportunities and a healthy work environment for employees.

3.40 Employee (Whistleblower) Protection

- A. Complaint Procedure: If any employee of the District reasonably believes that some policy, practice, or activity of the District is in violation of law, a written complaint must be filed by that employee with the District Administrator. If the complaint is about a practice or activity of the District Administrator, the complaint must be filed with the Board President.
- B. Purpose: It is the intent of the District to adhere to all laws and regulations that apply to the District, and the underlying purpose of this provision is to support the District's goal of legal compliance. The support of all employees is necessary to achieving compliance with various laws and regulations.
- C. Anti-Retaliation: An employee is protected from retaliation only if the employee brings the alleged unlawful policy, practice, or activity to the attention of the District and provides the District with a reasonable opportunity to investigate and correct the alleged unlawful policy, practice, or activity pursuant to the District's chain of command or complaint policies. The protection described below is only available to employees who comply with this requirement. The protection against retaliation that is described below does not limit the District from taking disciplinary or other employment action, including termination, against an employee where that discipline or employment action is not based on the employee's filing of a good faith complaint under this policy. The District will not retaliate against an employee who in good faith has made a protest or raised a complaint against some policy, practice, or activity of the District, or of another individual or entity with whom the District has a business relationship, on the basis of a reasonable belief that the policy, practice, or activity is in violation of law or a clear mandate of public policy. The District will not retaliate against an employee who discloses or threatens to disclose to a supervisor or a public body any policy, practice, or activity of the District that the employee reasonably believes is in violation of law or a rule or regulation mandated pursuant to law or is in violation of a clear mandate of public policy concerning the health, safety, welfare, or protection of the environment. Nothing herein shall limit or diminish an employee's protections against retaliation for filing a complaint, or participating in an investigation or legal proceeding, if such actions are protected by state and/or federal law.

3.41 Work Made for Hire

"Materials" paid for by the District through the course of regular employment, assigned workload or additional assignment payment that are identified as services performed by the employee under the employee's contract or letter of assignment are owned by the District, except as the District may otherwise agree in writing. Such materials are considered to be "works made for hire" which are the sole property of the District (including all intellectual property rights thereto). Occasionally an employee has questions regarding the use of such materials to be included in books, shared on websites or included in other commercial materials. Such materials created by the employee during the course of employment may include lesson plans, staff development presentations or tests/test items. Any work prepared by an employee within the scope of the employee's employment is owned by the District unless the employee and the District have executed a separate agreement regarding ownership, use and distribution rights. As such, works made for hire should not be disseminated or retransmitted without the express written consent of the District. An employee with questions regarding ownership or copyrights on materials prepared within the scope of his/her employment should consult with his/her supervisor.

Occasionally an employee has questions regarding the use of materials to be included in books or other commercial materials. Such materials created by the employee may include lesson plans, staff development presentations or tests/test items. Any work prepared by an employee within the scope of his/her employment is owned by the District. Under federal

copyright laws, this is called “work made for hire.” An employee with questions regarding ownership or copyrights on materials prepared within the scope of his/her employment should consult with his/her supervisor.

3.42 Workplace Safety

- A. Adherence to Safety Rules: All employees shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor. Fire safety is an essential element of having a safe working environment. Employees should know the following:
1. Location of fire alarms;
 2. Location of fire extinguishers;
 3. Evacuation routes; and
 4. Whom to notify in case of fire
- Employees need to take precautions to prevent fires from occurring. In the event of a fire, the most important task is to sound the alarm and clear the building. Employees should not risk their safety in fighting fires.
- B. Protection of Staff: An employee shall report all cases of assault or injury suffered in connection with employment in the performance of duties to the District Administrator or his/her designee, who shall acknowledge receipt of such report and keep the staff involved informed of action taken.
1. “Injury” means physical harm to an employee caused by accident or disease in the performance of duties by the employee.
 2. “Performance of duties” means duties performed within the employee’s authorized scope of employment and performed in the line of duty.
- C. Notification of Safety and Health Standards: Section § 101.055 of the Wisconsin statutes requires the Wisconsin Department of Safety and Professional Services to adopt and enforce safety and health standards that will provide protection to public employees at least equal to that provided to private sector employees under standards promulgated by federal Occupational Safety and Health Administration (OSHA). A District employee who believes that a safety or health standard is being violated, or that a situation exists which poses a recognized hazard likely to cause death or serious physical harm, may request the District to conduct an internal review of the matter. Furthermore the employee may request the Wisconsin Department of Safety and Professional Services to conduct an inspection.

The District shall not discriminate against or discharge any employee for exercising any right afforded by this section. An employee may file a grievance under the Part I, section 5 of this *Handbook* and [Board Policy #720](#) to address the workplace safety issues as defined in subsection F, below. The employee may, in his/her discretion also file a complaint with the state Division of Equal Rights within thirty (30) days if the employee believes a violation of the first sentence of this paragraph occurred. See WIS. STAT. § 101.055; Public Employee Safety and Health, available at <http://commerce.wi.gov/sb/docs/SB-PubSectSafEmployeePoster9301.pdf>

- D. Weapons Prohibition: Except as otherwise permitted by this section, firearms and dangerous weapons are prohibited on all property of the District. The prohibition includes firearms in vehicles on school property. Firearms and dangerous weapons have the definitions set forth in the following statutory provisions: WIS. STAT. §§ 120.13(1), 948.60, 948.605, 948.61.
1. This prohibition does not apply where state law prohibits a school district from restricting any individual’s right to possess a firearm or other weapon in a location covered by this policy (e.g., law enforcement officers and certain former law enforcement officers possessing a firearm or other weapon on school grounds).
 2. The building principal may allow a weapon on school premises for purposes of demonstration or educational presentations. This approval must be in writing and granted prior to the weapon being brought to the school. The weapon shall be maintained in the possession of the principal except during the actual demonstration or presentation.
 3. Firearms or other weapons used for hunting may be allowed on school property for hunter safety classes, but only during non-school hours and after approval, in writing, from the District Administrator. The person(s) conducting the hunter safety class will assume responsibility for the safe handling and care of the firearms/weapons and see to it that all firearms/weapons are removed from the premises promptly after the class.

Colby School District Extra-curricular and Co-curricular Wage Schedule

	POINTS	\$102.00 PER POINT VALUE
FOOTBALL		
Varsity Head Coach	26	\$2,652.00
Varsity Assistant Coach	23	\$2,346.00
Varsity Assistant Coach	23	\$2,346.00
Ninth Grade Coach	21	\$2,142.00
Ninth Grade Coach	21	\$2,142.00
Middle School Head Coach	15	\$1,530.00
Middle School Assistant Coach	11	\$1,122.00
Middle School Assistant Coach	11	\$1,122.00
CROSS COUNTRY		
Head Coach	22	\$2,244.00
Assistant Coach	17	\$1,734.00
Middle School Head Coach	15	\$1,530.00
VOLLEYBALL		
Varsity Head Coach	22	\$2,244.00
Varsity Assistant Coach	19	\$1,938.00
Ninth Grade Coach	16	\$1,632.00
Middle School Head Coach	14	\$1,428.00
Middle School Assistant Coach	10	\$1,020.00
SWIMMING-GIRLS		
Varsity Head Coach	22	\$2,244.00
Varsity Assistant Coach	19	\$1,938.00
Middle School Coach	14	\$1,428.00
Middle School Assistant Coach	10	\$1,020.00
BASKETBALL - BOYS		
Varsity Head Coach	26	\$2,652.00
Varsity Assistant Coach	21	\$2,142.00
Ninth Grade Coach	19	\$1,938.00
Middle School Head Coach	13	\$1,326.00
Middle School Assistant Coach	9	\$918.00
BASKETBALL - GIRLS		
Varsity Head Coach	26	\$2,652.00
Varsity Assistant Coach	21	\$2,142.00

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Ninth Grade Coach	19	\$1,938.00
Middle School Head Coach	13	\$1,326.00
Middle School Assistant Coach	9	\$918.00

WRESTLING (COOP W/ABBOTSFORD)

Varsity Head Coach	26	\$2,652.00
Varsity Assistant Coach	21	\$2,142.00
Assistant Coach	19	\$1,938.00
Middle School Head Coach	13	\$1,326.00
Middle School Assistant Coach	9	\$918.00

TRACK - BOYS & GIRLS

Varsity Head Coach	20	\$2,040.00
Varsity Assistant Coach	17	\$1,734.00
Varsity Assistant Coach	17	\$1,734.00
Middle School Head Coach	13	\$1,326.00
Middle School Assistant Coach	9	\$918.00

BASEBALL

Varsity Head Coach	22	\$2,244.00
Varsity Assistant Coach	19	\$1,938.00

GOLF

Varsity Head Coach	17	\$1,734.00
Varsity Assistant Coach	13	\$1,326.00

SOFTBALL

Varsity Head Coach	22	\$2,244.00
Varsity Assistant Coach	19	\$1,938.00

CO-CURRICULAR

Educators Rising	7	\$714.00
FBLA Head Advisor	7	\$714.00
FBLA Assistant Advisor	6	\$612.00
FCCLA Advisor	7	\$714.00
FFA Advisor	8	\$816.00
Assistant FFA Advisor	6	\$612.00
Newspaper Advisor	10	\$1,020.00
Pep Band Instructor	10	\$1,020.00
Show Choir Advisor	10	\$1,020.00
Skills USA Advisor	7	\$714.00
Skills USA Ass't	6	\$612.00

EXTRA-CURRICULAR

Annual Advisor	13	\$1,326.00
Annual Assistant Advisor	6	\$612.00
Cheerleading/Pom Pon/Dance Advisor - per season	5	\$510.00
Chess Team Advisor *	5	\$510.00
Drama Advisor	13	\$1,326.00
Assistant Drama Advisor	10	\$1,020.00
Musical Instrumental Director	5	\$510.00
Musical Vocal Director	5	\$510.00
Foreign Language Advisor	7	\$714.00
Forensics Advisor	11	\$1,122.00
Forensics Assistant Advisor	5	\$510.00
Madrigal Director	5	\$510.00
Math Team Advisor *	5	\$510.00
NHS Advisor - HS	5	\$510.00
NHS Advisor - MS	3	\$306.00
Prom Head	3	\$306.00
SADD Advisor	5	\$510.00
Special Olympics - Head Coach - per season	5	\$510.00
Special Olympics - Ass't Coach - per season	3	\$306.00
Student Advisor - Academic Competition *	5	\$510.00
Student Council Advisor - HS	8	\$816.00
Student Council Advisor - MS	3	\$306.00
Water Ballet Head	8	\$816.00
Water Ballet Assistant	3	\$306.00

* Interscholastic Competition

Point Value=\$102, IF Position Points Value is:

Greater than 18, then 1 pt. for every 2 years of service

9-17, then 1 pt. for every 3 years of service

1-8, then 1 pt. for every 4 years of service

YEAR	Sport	notes	Coaches	Ratio
Track				
2015	30		3	10
2016	31		3	10.333
2017	25		3	8.3333
2018	40		3	13.333
2019	56		3	18.667
2020				
Softball				
2016	16	Varsity only	2	8
2017	17	Varsity only - Coop	2	8.5
2018	24	Varsity / JV - Coop	2	12
2019	24	Varsity / JV - Coop	2	12
2020				
Girls BB				
2015-16	27		3	9
2016-17	19		3	6.3333
2017-18	22		3	7.3333
2018-19	20		3	6.6667
2019-20				
Boys BB				
2015-16	33		3	11
2016-17	34		3	11.333
2017-18	30		3	10
2018-19	30		3	10
2019-20				
Volleyball				
2015-16	37		3	12.333
2016-17	31		3	10.333
2017-18	36		3	12
2018-19	37		3	12.333
2019-20				

Football

2015-16	52	4	13
2016-17	55	4	13.75
2017-18	46	4	11.5
2018-19	45	4	11.25
2019-20			

Golf

2015-16
2016-17
2017-18
2018-19

COLBY SCHOOL DISTRICT Seasonal Employee Wage Schedule

	First Season of Employment	Third Season of Employment	Fifth Season of Employment	Seventh Season of Employment
Custodial	\$10.00/Hour	\$10.25/Hour	\$10.50/Hour	\$10.75/Hour
Lifeguard*	\$9.50/Hour + 2.00	\$10.00/Hour + 2.00	\$10.50/Hour + 2.00	\$11.00/Hour + 2.00
Summer Recreation Community Ed.** Licensed Teacher Non-Licensed	\$24/Hour \$14-20/Hour	\$25/Hour \$15-21/Hour	\$26/Hour \$16-22/Hour	\$27/Hour \$17-23/Hour
Summer CTE Maintenance ***	\$24/Hour	\$25/Hour	\$26/Hour	\$27/Hour

* Lifeguards must hold proper certification and be eligible for a work permit.

Selection and scheduling of lifeguards shall be based on a priority order utilizing the following criteria (similar to Part III, Section 3.03 (C) 2d).

1. Date of hire.
2. When date of hire is the same, the lifeguard with greater certifications.
3. When hire date and certifications are the equal, the lifeguard with the greatest length of service.

** Wage Based on **required** Education/Licensure in content instructing. Wage may be adjusted to align with class enrollment.

*** Must meet qualifications as specified in the job description.