

# SCHOOL DISTRICT OF COLBY EDUCATION CENTER

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DR. STEVEN KOLDEN, SUPERINTENDENT

## FINANCIAL AFFAIRS COMMITTEE MEETING

MONDAY, NOVEMBER 21, 2011  
7:00 PM  
COLBY DISTRICT EDUCATION CENTER

OPEN MEETING

### AGENDA

- 1) Review Invoices & Receipts

Committee Members Include: Donna Krueger, Chair  
Dennis Engel  
Todd Schmidt

# SCHOOL DISTRICT OF COLBY EDUCATION CENTER

STEVEN KOLDEN, SUPERINTENDENT

## REGULAR SCHOOL BOARD MEETING

Monday, November 21, 2011 – 7:30 PM

Colby District Education Center

### MEETING NORMS

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

### AGENDA:

1. CALL TO ORDER / ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. NOTICE OF POSTING
4. PUBLIC PARTICIPATION
5. INFORMATION ITEMS:
  - 5.01 Correspondence
    - 5.01-1 Thank You from Melvin Gosse Family
  - 5.02 Student Representative's Report
  - 5.03 Superintendent's Report – Steve Kolden [WASDA Survey Update; Attorney Fees; Spring Election; Technology]
6. CONSENT AGENDA
  - 6.01 Minutes from October 3, 2011 Special Board Meeting, October 17, 2011 Regular Board Meeting and October 26, 2011 Special Board Meeting
  - 6.02 Requests for Out-of-State Travel (If Any)
  - 6.03 Approve Board Member Attendance at Meetings Other Than Regular, Special or Committee Meetings (If Any)
  - 6.04 Approve Board Member Expenses for Travel Outside the District
    - 6.04-1 WASB State Convention (Bill, Donna, Others?)
    - 6.04-2 Other Requests (If Any)
  - 6.05 Staff Resignations/Retirements/Leave Requests
    - 6.05-1 Carla Feldbruegge, Middle School Swim Coach
    - 6.05-2 Other Resignations/Retirements/Leave Requests (If Any)
  - 6.06 Personnel – Transfers / New Hires
    - 6.06-1 Recall of LMC Aide Pending 66.0301 Approval
7. REGULAR BUSINESS – CONSIDERATION OF:
  - 7.01 Agenda Items Moved From Consent Agenda
  - 7.02 Recommendation of Finance Committee
8. DISCUSSION INFORMATION
  - 8.01 Consideration of Reports of Board Members' Attendance at Seminars and Workshops
  - 8.02 Revision to Grievance Process in Administrative Procedures
  - 8.03 Employee Handbook Parts IV, V, VI
  - 8.04 Employee Handbook Next Steps

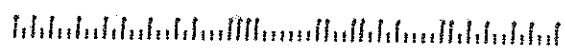
9. ACTION INFORMATION
- 9.01 2011-12 Snow Removal Contract
  - 9.02 Sale of Riverview School
  - 9.03 66.0301 with Spencer for LMC Services
  - 9.04 66.0301 with Loyal for Technology Services
  - 9.05 Consideration of Second Reading: Policy #423 – Open Enrollment Policy
  - 9.06 Consideration of Second Reading: Policy #423.4 – Transportation of Open Enrollment Students
  - 9.07 Consideration of Second Reading: Policy #447.2 – Student Suspension and Expulsion
  - 9.08 Consideration of Second Reading: Policy #832 – Weapons on School Premises
  - 9.09 Consideration of Other New Business
10. CONVENE TO CLOSED SESSION PER WISCONSIN STATUTES 19.85 (1) FOR THE PURPOSES OF:
- b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, et al.
  - c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- The Board will consider:
- 10.01 Agenda Items Moved From Consent Agenda
  - 10.02 2011-12 Executive Support Staff Compensation
  - 10.03 2011-12 Support Staff Compensation
  - 10.04 Employee Termination
  - 10.05 Superintendent Evaluation
  - 10.06 Reconvene in Open Session
11. 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.
12. IDENTIFY ITEMS FOR NEXT AGENDA
- 12.01 Schedule Meetings:
    - 12.01-1 Finance Committee Meeting – December 19, 2011 @ 7 PM
    - 12.01-2 Regular Board of Education Meeting – December 19, 2011 @ 7:30 PM
    - 12.01-3 Facilities and Transportation Committee Meeting - ?
    - 12.01-4 Personnel Committee Meeting - ?
    - 12.01-5 Policy and Curriculum Committee Meeting - ?
13. ADJOURNMENT

*With Sincere Thanks*



*Your kind expression of  
sympathy  
is deeply appreciated  
and  
gratefully acknowledged  
by the family of  
Melvin Gosse*

Colby School District  
Board of Education  
PO Box 139  
Colby WI 54421



November 14, 2011

To: Tribune Phonograph  
Please publish this as a Type A notice on November 16th and 23<sup>rd</sup>, 2011.

Thank you.

NOTICE OF SCHOOL BOARD ELECTION

SCHOOL DISTRICT OF COLBY  
APRIL 3, 2012

NOTICE IS HEREBY GIVEN, that an election will be held in the School District of Colby on Tuesday, April 3, 2012. The following offices are to be elected to succeed the present incumbents listed. The term of office for school board members commences on Monday, April 23, 2012.

Board Member	Edward Haas	3 yr. Term
Board Member	William Tesmer	3 yr. Term

NOTICE IS FURTHER GIVEN, that a Campaign Registration Statement and a Declaration of Candidacy, must be filed no later than 5:00 p.m., on Tuesday, January 3, 2012 in the office of the school district clerk at 505 W. Spence Street, Colby, Wisconsin.

NOTICE IS FURTHER GIVEN, that if a primary election is necessary, the primary election will be held on Tuesday, February 21, 2012.

A description of the school district boundaries can be obtained from the school district office at 505 W. Spence Street, Colby, Wisconsin.

Given under my hand,  
On November 14, 2011

Edward Haas  
School District Clerk

SPECIAL MEETING MINUTES  
BOARD OF EDUCATION – SCHOOL DISTRICT OF COLBY  
MONDAY, OCTOBER 3, 2011  
COLBY DISTRICT/EDUCATION CENTER

The Special School Board Meeting on October 3, 2011, was called to order at 6:00 p.m. in the Colby District Education Center by Board President William Tesmer. Members present were Donna Krueger, William Tesmer, Cheryl Ploeckelman, Edward Haas, Eric Elmhurst, Todd Schmidt, Dennis Engel. Also present were Superintendent Steven Kolden and Kristen Seifert.

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

Mr. Kolden reviewed the “Handbook Process” with the Board of Education. The Board reviewed and discussed the first 58 pages of the handbook. Another meeting date will be set for further review.

Motion by Mr. Engel, seconded by Mr. Elmhurst to reduce the listing price to \$70,000 for the Riverside School property in Neillsville and not to accept the land contract offer. Voice vote – Motion carried.

Motion by Mrs. Ploeckelman, seconded by Mr. Schmidt, to convene in closed session per Wisconsin Statutes 19.85 c) to consider 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; 7.01 Technology Contract. Roll call vote – Motion carried 7-0.

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

Motion by Mr. Engel, seconded by Mr. Haas, to approve the two contracts with Dirks Group as presented. Voice vote – Motion carried.

Motion by Mrs. Krueger, seconded by Mr. Schmidt, to adjourn the meeting. Voice vote - Motion carried. Meeting adjourned at 9:25 p.m.

Respectfully Submitted:

Edward Haas, Clerk

Kristen Seifert, Reporting Secretary

REGULAR MEETING MINUTES  
BOARD OF EDUCATION – SCHOOL DISTRICT OF COLBY  
MONDAY, OCTOBER 17, 2011  
COLBY DISTRICT/EDUCATION CENTER

The Regular School Board Meeting on October 17, 2011, was called to order at 7:30 p.m. at the Colby District Education Center by Board President, William Tesmer. Members present were Eric Elmhurst, Donna Krueger, Bill Tesmer, Todd Schmidt, Cheryl Ploeckelman and Dennis Engel. Ed Haas was absent. Also present were Superintendent Steven Kolden, Kristen Seifert and Student Representative, Hanah Woik.

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

Mr. Tesmer read aloud and reviewed the public participation statement.

Hanah Woik, Student Representative reported that homecoming was last week and everything ran smoothly and was a great success. The open campus at lunch is working well. There have been more restrictions placed on ineligible high school students.

Mr. Kolden attended the WASB Employment Law Seminar September 29-30 and reviewed the information. Monday morning late starts are going well and the first four-week rotation has been completed. Clark County Board forum will be hosted here on Wednesday, October 19, 2011. Mr. Kolden gave an update on the technology issues in the buildings and reported the Dirks Group has been in the buildings working on the issues. The phone system is going to need to be updated in the future and the District is looking ahead for partial ERATE funding for this upgrade. Mr. Kolden asked for direction from the Board regarding the 2010-11 budget reductions list. Need a more specific idea of where we need to go with this. Congratulation was given to Mrs. Ploeckelman who received the Level 5 WASB Recognition at the WASB Fall Regional Meeting.

Motion by Mr. Engel, seconded by Mr. Elmhurst to approve the Consent Agenda as follows:

Regular School Board Minutes dated September 19, 2011  
Annual School Board Minutes dated September 26, 2011, as corrected.  
Board of Education member attendance at meetings and expenses for travel outside of the District.  
Personnel – New Hires:  
Cody Meyers, High School Freshman Boys Basketball Coach  
Voice vote – Motion carried.

Motion by Mrs. Krueger, seconded by Mr. Engel, to approve the receipts and invoices reviewed by the Finance Committee as presented. Voice vote – Motion carried.

Financial Report	
September Receipts #389705-389756	\$ 56,626.41
Mid Wisconsin Bank Wires #1298-1304	108,529.97
Community Bank Regular Checks #28795-28829	19,131.72
Direct Deposit 9042680-9042870	222,429.08
Advantage Community Bank Checks 61366-61490	286,419.84

Mrs. Krueger attended the WASB Personnel and Employment Law Seminar and the WASB School Law Seminar. Topics such as health insurance and open records were included. Mrs. Ploeckelman attended the WASB Fall Regional Meeting and reported that there are many current bills that pertain to education and Boards should make themselves aware of these items.

Mr. Kolden reviewed the 2011 September Enrollment Report. The District is down about 30 students.

Mr. Kolden reviewed the approval process for the Employee Handbook. Mr. Kolden will be organizing a committee to review the handbook in preparation for final Board approval.

Mr. Kolden reviewed the House of Heating Service Contract for the Neillsville property. The Superintendent will review the costs and research a contract with a local company.

Motion by Mr. Elmhurst, seconded by Mr. Schmidt to approve a property tax levy in the amount of \$2,467,292 with a mill rate of \$8.26 per thousand dollars of valuation. Voice vote. Motion carried.

Motion by Mrs. Krueger, seconded by Mrs. Ploeckelman to approve the Cross Country Coop with Abbotsford as presented. Voice vote. Motion carried.

Motion by Mrs. Krueger, seconded by Mr. Engel, to approve as first reading the following Board of Education Policies: #423 – Open Enrollment Policy; #423.4 – Transportation of Open Enrollment Students; #447.2 – Student Suspension and Expulsion; Policy #832 – Weapons on School Premises and deletion with movement to the Administrative Procedures Handbook Policy #549.2 – Volunteer Handbook. Voice vote – Motion carried.

Scheduled Board of Education Meetings:

Special Board Meeting – Wednesday, October 26, 2011 CDEC

Personnel Meeting – Monday, October 31, 2011 CDEC

Regular Board of Education Meeting – November 21, 2011 – 7:30 p.m. – CDEC

Colby School District Annual Meeting – November 21, 2011 – 8:00 p.m. – CHS Theater

Policy & Curriculum Committee – After November BOE meeting

Motion by Mrs. Krueger, seconded by Mr. Schmidt, to adjourn the meeting. Meeting adjourned at 8:48 PM.

Respectfully Submitted:

Kristen Seifert, Reporting Secretary



SPECIAL MEETING MINUTES  
BOARD OF EDUCATION – SCHOOL DISTRICT OF COLBY  
WEDNESDAY, OCTOBER 26, 2011  
COLBY DISTRICT/EDUCATION CENTER

The Special School Board Meeting on October 26, 2011, was called to order at 6:00 p.m. in the Colby District Education Center by Board President William Tesmer. Members present were Cheryl Ploeckelman, William Tesmer, Edward Haas, Eric Elmhorst, Todd Schmidt, and Dennis Engel. Donna Krueger was absent. Also present were Superintendent Steven Kolden and Kristen Seifert.

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

Mr. Kolden reviewed the 2011-12 budget. Motion by Mr. Engel, seconded by Mr. Haas to approve the 2011-12 budget as presented. Roll call vote. Motion passed 6-0.

The Board reviewed and made edits to the first draft of the Employee Handbook.

Motion by Mr. Engel, seconded by Mr. Haas, to adjourn the meeting. Voice vote - Motion carried. Meeting adjourned at 8:55 p.m.

Respectfully Submitted:

Edward Haas, Clerk

Kristen Seifert, Reporting Secretary

Jim Hagen, Colby A.D.

This year I was so fortunate to have a new teacher, Rachel Salacinski, volunteer to assist me with the middle school swim team. I had found out that she had been a swimmer for Marshfield in high school, swam for the Y team, and also was on the UWEC swim team for 3 years!

My husband and I had been discussing when I would be stepping down as swim coach, and I had told him "Not until I find someone that loves teaching/coaching middle school girls", well I feel my prayers have been answered!

So after 11 years of coaching the middle school team, I would like to resign my position, with the understanding that Rachel Salacinski is given the chance to step into my position. My other volunteer assistant, Linda Kalepp, feels the same way as I do about Rachel. We will assist her in any way that is needed to make the transition smooth. I would like to stay on as volunteer assistant, in the event where I am needed to fill in for her. (Rachel's sister is getting married on Oct. 6<sup>th</sup> next year and there is a pretty good possibility that the conference swim meet at Horace Mann will be on that day!)

I have enjoyed building our swim team up through our middle school program and it is not without regret at times, but I feel this is a great opportunity for me to step down and know that the team will have a coach that cares about what they are capable of accomplishing!

Sincerely,

A handwritten signature in cursive script that reads "Carla Feldbruegge". The signature is fluid and elegant, with a large initial 'C' and 'F'.

Carla Feldbruegge

<b>FINANCIAL REPORT BOARD OF EDUCATION MEETING NOVEMBER 21, 2011</b>
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<b>TOTAL REVENUE -</b>		
October		\$85,786.30

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<b>MID.WISCONSIN BANK -</b>		
BANK WIRES - FEDERAL w/SS 1305-1312		\$ 117,018.68
<b>COMMUNITY BANK OF CENTRAL WISCONSIN -</b>		
REGULAR CHECKS	28881-28937	\$ 15,634.36
DIRECT DEPOSIT	9043280-9043438	\$ 257,183.81
<b>ADVANTAGE COMMUNITY BANK -</b>		
REGULAR CHECKS	61512-61552	\$ 81,244.30
	61553-61578	\$ 3,282.54
	61579-61590	\$ 13,401.02
	61591-61711	\$ 126,468.50
<b>MID.WISCONSIN BANK- RENNOVATION FUND</b>		
	* 1054-1055	\$ 10,344.73
<b>TOTAL CHECKS TO BE APPROVED</b>		<b>\$ 624,577.94</b>

OCTOBER 2011  
RECEIPTS

389757	Students	\$	185.00	Parking Fees
389758	Students	\$	80.00	Instrument Rental Fees
389759	Students	\$	100.00	Parking Fees/Athletic Fees
389760	Student	\$	25.00	Parking Fee
389761	Heinz Foodservice	\$	16.00	Rebate
389762	William Perkins	\$	300.00	Rent thru 10-31-11
389763	Scott & Kristin Polenz	\$	200.00	October 2011 Rent
389764	City of Colby	\$	284.56	September Mobile Home Fees
389765	Students	\$	15.00	Lost PE Locks (3)
389766	S. D. of Tomahawk	\$	80.00	9/22/11 Cross Country Entry Fee
389767	Student	\$	53.00	Band Fee & Supply
389768	Students	\$	160.00	Athletic Fees
389769	Students	\$	15.00	Parking Fees
389770	Gemini Cares	\$	350.00	Neillsville Rent ~ October 2011
389771	Joan Peissig	\$	160.00	National FFA Convention hotel room
389772	Parent	\$	40.20	NSF Check & Fee
389773	Indiana University	\$	300.00	Asian Literature Grant
389774	Community Education	\$	2,870.00	Class Fees
389775	General Mills	\$	12.00	Biscuit Rebate
389776	General Mills	\$	7.00	Biscuit Rebate
389777	Students	\$	150.00	Athletic Fees
389778	Student	\$	30.00	Lifetime Sports
389779	Void			
389780	State of Wisconsin	\$	26.00	Disability Determination
389781	Rande Short	\$	200.00	Rent
389782	Pure Blue Swim Supply Inc	\$	59.99	HS Swimsuit returned
389783	Mid Wisconsin Bank	\$	18.83	Renovation Interest - October
389784	Mid Wisconsin Bank	\$	780.24	NOW & MMD Interest - October
389785	Mid Wisconsin Bank	\$	1.40	Debt Service Interest - October
389786	Advantage Community Bank	\$	10.44	Interest - October
389787	Kindergarten Students	\$	24.00	2 Sleep Mats
389788	IPS	\$	7.34	Indianhead Foodservice Rebate
389789	Western Wisconsin Cares	\$	2,775.00	Rent November 2011
389790	State of WI - DPI	\$	51,391.78	IDEA Flow Through
389791	State of WI - DPI	\$	3,227.62	Title I ARRA
389792	Students	\$	150.00	Athletic Fees
389793	Students	\$	150.00	Athletic Fees
389794	Students	\$	122.50	Parking Fees
389795	Students	\$	520.00	HS Swim Suits/Caps
389796	Colby Elementary	\$	501.50	Milk Revenue
389797	Students	\$	20,386.90	Foodservice Revenue October
	<b>Total</b>	<b>\$</b>	<b>85,786.30</b>	

CHECKS PROCESSED - MID WISCONSIN BANK/COMMUNITY BANK

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1305	Employee Benefits Corp	2,921.74	10/07/11 Payroll
1306	Mid WI Bank (FED/FICA Withheld)	44,842.72	10/07/11 Payroll
1307	WEA Trust Advantage	2,176.26	10/07/11 Payroll
1308	WI Dept. of Revenue (State Tax Withheld)	10,206.10	10/07/11 Payroll
1309	Employee Benefits Corp	2,671.74	10/21/11 Payroll
1310	Mid WI Bank (FED/FICA Withheld)	42,286.91	10/21/11 Payroll
1311	WEA Trust Advantage	2,323.43	10/21/11 Payroll
1312	WI Dept. of Revenue (State Tax Withheld)	9,589.78	10/21/11 Payroll
28881-28890	PAYROLL REGULAR CHECKS	3,023.36	10/07/11 Payroll
28891-28898	September Report		
28899-28909	PAYROLL REGULAR CHECKS	1,493.73	10/21/11 Payroll
28910-28920	Void (printing problems)		
28921-28931	11/04/11 Payroll		
28932	Great West	3,145.34	Oct Contributions
28933	Messerli & Kramer PA	214.41	Garnishment
28934	Colby Public School Pension Plan	4,397.27	Oct Contributions
28935	Great West	3,075.84	Oct Contributions
28936	IDEA Foundation of Colby	70.00	Oct Contributions
28937	Messerli & Kramer PA	214.41	Garnishment
9043280-9043438	PAYROLL DIRECT DEPOSIT	132,004.70	10/07/11 Payroll
9043439-9043601	PAYROLL DIRECT DEPOSIT	125,179.11	10/21/11 Payroll
	Total	389,836.85	

*Maintenance  
Fund*

SCHOOL DISTRICT OF COLBY  
Check Summary

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1054	OVER THE TOP ROOFING & SIDING,	11/10/2011	927	RED HOUSE			
42 E 800 320 254300 000			FD 42 9/9/08	REF. BLDG IMPROVM/MAINTENANCE-BUILDINGS/PR	0	4,826.99	4,826.99
1055	ABC SUPPLY CO. - MBA #616	11/10/2011	15454900	RED HOUSE			
42 E 800 320 254300 000			FD 42 9/9/08	REF. BLDG IMPROVM/MAINTENANCE-BUILDINGS/PR	0	5,517.74	5,517.74
				SHINGLES			
						5,517.74	
				2 Manual	Check(s) For a Total of		10,344.73

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61512	AMERICAN SPEECH-LANGUAGE-HEARI	10/24/2011	ACCOUNT #12088619	LINNEA BERTRAM 2012 MEMBERSHIP	0	225.00	225.00
24 E 800 940 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		225.00	
61513	AUTISM SOCIETY OF WISCONSIN	10/24/2011	REGISTRATIONS	2012 ANNUAL STATEWIDE CONFERENCE - LINNEA BERTRAM & SHARON ARCHAMBO	0	430.00	430.00
24 E 800 342 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		430.00	
61514	BETSY BAKER	10/24/2011	BOOK X 3	MS VOLLEYBALL GAMES	0	30.00	30.00
10 E 200 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		30.00	
61515	BURNETT TRANSIT, INC.	10/24/2011	10ST. 63MI	MS CC	0	185.59	5,685.84
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		185.59	
			25ST.54 MI	EL EEN WILDWOOD PK	0	169.60	
24 E 800 341 256770 000				FEDERAL HANDICAPPED PROJECTS/FIELD TRIP TRANSPORTATION/		169.60	
			3042 CO-CURRIC	RETRO INCREASE	0	16.00	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		16.00	
			3042 RETRO INC.	SEPT./OCT.	0	1,376.52	
10 E 800 341 256710 000				GENERAL FUND/FLEET PUPIL TRANSPORTATION/PUPIL TRAVEL		1,376.52	
			30ST. 757MI	SWIM TEAM	0	1,122.03	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		1,122.03	
24 E 800 341 256770 000				FEDERAL HANDICAPPED PROJECTS/FIELD TRIP TRANSPORTATION/		0.00	
			35ST. 227 MI	MS VOLLEYBALL	0	703.21	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		703.21	
			35ST.285 MI	MS SWIM	0	680.44	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		680.44	
			50 ST.126 MI	MS FOOTBALL	0	389.07	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		389.07	
			50ST.296 MI	VARS FOOTBALL	0	707.81	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		707.81	
			70ST.149 MI	UW MARATHON CO	0	335.57	
10 E 800 341 256770 000				GENERAL FUND/FIELD TRIP TRANSPORTATION/PUPIL TRAVEL		335.57	
61516	BURNETT TRANSIT, INC.	10/24/2011	NOVEMBER	6 BUSES	0	36,912.60	36,912.60
10 E 800 341 256710 000				GENERAL FUND/FLEET PUPIL TRANSPORTATION/PUPIL TRAVEL		36,912.60	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61517	MICHAEL CLIVER	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000			GENERAL FUND/FOOTBALL/PERSONAL SERVICES			10.00	
61518	COMFORT INN & SUITES	10/24/2011	CONF#204464291	DPI STATEWIDE AUTISM TRAINING room for Linnea Bertram & Sharon Archambo 1 room for 2 nights (Feb. 6 & 7, 2012)	0	140.00	140.00
24 E 800 342 221300 000			FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI			140.00	
61519	KOLE DENZINE	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000			GENERAL FUND/FOOTBALL/PERSONAL SERVICES			10.00	
61520	JOE DUGINSKI	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 2 GAMES	0	20.00	20.00
10 E 800 310 162210 000			GENERAL FUND/FOOTBALL/PERSONAL SERVICES			20.00	
61521	EMC INSURANCE COMPANIES	10/24/2011	D 17920079	FINAL AUDIT GEN LIAB	0	75.00	75.00
10 E 800 711 270000 000			GENERAL FUND/INSURANCE/DISTRICT LIABILITY INSURANCE			75.00	
61522	EVAN ENSIGN	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 2 GAMES	0	20.00	20.00
10 E 800 310 162210 000			GENERAL FUND/FOOTBALL/PERSONAL SERVICES			20.00	
61523	LYDIA ERICKSON	10/24/2011	CLOCK X 2	MS VOLLEYBALL TRIANGULARS	0	20.00	20.00
10 E 200 310 162121 000			GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES			20.00	
61524	JANE FRICKE THIEME	10/24/2011	9/26-10/6	RIDE BUS WITH CHILD (80 MILES)	0	40.80	40.80
24 E 800 341 256751 000			FEDERAL HANDICAPPED PROJECTS/EEN PUPIL TRANSPORTATION/P			40.80	
61525	EVAN FROME	10/24/2011	BOOK X 2/CLOCK X 1	MS VOLLEYBALL	0	30.00	30.00
10 E 200 310 162121 000			GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES			30.00	
61526	GLINSKI, MATTHEW	10/24/2011	8/16/11-10/16/11	NEILLSVILLE LAWN MOWING - 12 HOURS	0	156.00	156.00
10 E 900 320 254200 000			GENERAL FUND/MAINTENANCE-SITES/PROPERTY SERVICE			156.00	
61527	HEALTH ED	10/24/2011	REGISTRATIONS	THE FIVE UMBRELLAS: A NEW INTERVENTION MODEL OF STRATEGIES FOR	0	338.00	338.00



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				AUTISM..... ELISSA TRAUTLEIN RANDI RONDORF			
24 E 800 342 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		338.00	
61528 WILLIAM HENNES		10/24/2011	REIMBURSEMENT	WORK SHOES	0	38.88	38.88
10 E 800 420 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/APPAREL		38.88	
61529 ANDY HOGDEN		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61530 TAYLOR KALEPP		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 2 GAMES	0	20.00	20.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		20.00	
61531 MIKE KNETTER		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61532 JACOB KREBSBACH		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61533 KEEGAN KREBSBACH		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61534 BRANDON KRUEGER		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61535 MATT LANGRECK		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61536 BRANDON LAPP		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 2 GAMES	0	20.00	20.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		20.00	
61537 LISA LYNN		10/24/2011	VOLLEYBALL CLOCK	9/13/11 & 9/15/11	0	31.50	31.50
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		31.50	
61538 TYLER MEYER		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 2 GAMES	0	20.00	20.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		20.00	
61539 ANDREW MILLER		10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 2 GAMES	0	20.00	20.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		20.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61540	PARKSIDE BUS	10/24/2011	10ST.80MI	HS EEN-LOYAL GOLF	0	237.21	35,796.89
24 E 800 341 256770 000				FEDERAL HANDICAPPED PROJECTS/FIELD TRIP TRANSPORTATION/		237.21	
			22 ST.624 MI	SEPT HS VB	0	1,822.92	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		1,822.92	
			25 ST.555 MI	FROSH/JV FB	0	1,275.95	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		1,275.95	
			30 ST.398 MI	SEPT CC	0	1,174.09	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		1,174.09	
			AUG.	FUEL ESCALATION	0	210.21	
10 E 800 348 256710 000				GENERAL FUND/FLEET PUPIL TRANSPORTATION/VEHICLE FUEL		210.21	
			OCT 4 BUSES	NEW RATE	0	24,608.44	
10 E 800 341 256710 000				GENERAL FUND/FLEET PUPIL TRANSPORTATION/PUPIL TRAVEL		24,608.44	
			SEPT 18 TRIPS	COOP SPORTS	0	302.76	
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		302.76	
			SEPT. 869 MI	NOON BUS	0	1,416.14	
24 E 800 341 256751 347				FEDERAL HANDICAPPED PROJECTS/EEN PUPIL TRANSPORTATION/P		1,416.14	
			SEPT. 855 MI	SMALL BUS	0	4,749.17	
10 E 800 341 256710 000				GENERAL FUND/FLEET PUPIL TRANSPORTATION/PUPIL TRAVEL		4,749.17	
61541	CODY PARKER	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1	0	10.00	10.00
10 E 800 310 162210 000				GAME			
				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61542	ZACH PEISSIG	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1	0	10.00	10.00
10 E 800 310 162210 000				GAME			
				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61543	ALEX PETERSON	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1	0	10.00	10.00
10 E 800 310 162210 000				GAME			
				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61544	ARIK RAU	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 2	0	20.00	20.00
10 E 800 310 162210 000				GAMES			
				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		20.00	
61545	BRANDON RIEGERT	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER -	0	40.00	40.00
10 E 800 310 162210 000				4 GAMES			
				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		40.00	
61546	TYLER ROBIDA	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1	0	10.00	10.00
10 E 800 310 162210 000				GAME			
				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61547	RACHEL ROTH	10/24/2011	CLOCK X 2	MS VOLLEYBALL TRIANGULARS	0	20.00	20.00
10 E 200 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		20.00	
61548	TDS TELECOM	10/24/2011	PHONE LINES	SECURITY/ELEVATOR	0	98.74	98.74
10 E 900 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		98.74	
61549	UW MARSHFIELD/WOOD COUNTY	10/24/2011	102	CHARGE FOR ADMINISTERING 11 PLACEMENT TESTS	0	275.00	275.00
10 E 400 310 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/PERSONAL SERVICE		275.00	
61550	WRIEDT, JARED	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61551	JON WUSSOW	10/24/2011	JV & FROSH FOOTBALL	STUDENT WORKER 1 GAME	0	10.00	10.00
10 E 800 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		10.00	
61552	XCEL ENERGY	10/24/2011	AUTO PROTECT	LIGHTS 9/15/11-10/14/11	0	40.77	580.05
10 E 800 336 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T		40.77	
				NEILLSVILLE ADM BLDG 9/16/11-10/17/11	0	503.29	
10 E 900 336 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T		503.29	
				RIVERVIEW SCHOOL 9/16/11-10/17/11	0	35.99	
10 E 900 336 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T		35.99	

41 Computer Check(s) For a Total of 81,244.30

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61553	ABBOTSFORD APPLIANCE CENTER	10/28/2011	4892	SERVICE GAS RANGES	0	59.00	59.00
10 E 800 320 254410 000				GENERAL FUND/REPAIR INSTRUCT EQUIP/PROPERTY SERVICE		59.00	
61554	ADVANCED HEATING AND COOLING	10/28/2011	4158	REPLACE OLD CHIMNEY/ ADAMS ST HOUSE	0	237.92	237.92
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		237.92	
61555	BOOK LOOK	10/28/2011	5336	RESOURCE BOOK: CONTINUUM OF LITERACY	0	54.89	54.89
10 E 800 439 223910 000				GENERAL FUND/READING SPECIALIST/OTHER MEDIA		54.89	
61556	CESA #10	10/28/2011	TEAM REGISTRATION	CURRICULUM & ASSESMEN TRAINING SESSION	0	250.00	250.00
24 E 800 342 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		250.00	
61557	CHARTER BUSINESS	10/28/2011	NOVEMBER 2011	OPTICAL ETHERNET	0	253.85	260.16
10 E 800 358 266000 000				GENERAL FUND/TECHNOLOGY COORD/PROJECTS/ON-LINE COMMUNIC		253.85	
			NOVEMBER 2011.	CABLE ADAMS ST HOUSE	0	6.31	
10 E 800 358 266000 000				GENERAL FUND/TECHNOLOGY COORD/PROJECTS/ON-LINE COMMUNIC		6.31	
61558	COMPLETE CONTROL, INC.	10/28/2011	SRVCE016760	SERVICE UNIT VENTS	0	1,678.00	1,678.00
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		1,678.00	
61559	COUNTY MARKET - ACTIVITY ACCT	10/28/2011	0009	EXPANDING HORIZONS	0	37.96	66.89
10 E 200 411 120000 000				GENERAL FUND/REGULAR CURRICULUM/GENERAL SUPPLIES		37.96	
			0094	EXPANDING HORIZONS	0	28.93	
10 E 200 411 120000 000				GENERAL FUND/REGULAR CURRICULUM/GENERAL SUPPLIES		28.93	
61560	DECKER AUTOMOTIVE LLC	10/28/2011	13939	CHANGE OIL - SILVER VAN	0	31.70	31.70
10 E 800 320 254500 000				GENERAL FUND/MAINTENANCE-VEHICLES/PROPERTY SERVICE		31.70	
61561	JESSICA EMPEY	10/28/2011	SCORE	C-TEAM VOLLEYBALL WORKER	0	10.00	10.00
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61562	FRONTIER	10/28/2011	CD/EC	10/16/11-11/15/11	0	123.95	123.95
10 E 800 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		123.95	
61563	SARAH GAMILLO	10/28/2011	SCORE	C-TEAM VOLLEYBALL	0	10.00	10.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61564	JENNA GOODWIN	10/28/2011	BOOK	JV VOLLEYBALL	0	10.00	10.00
				WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61565	HEATHER GUY	10/28/2011	SCORE	JV VOLLEYBALL	0	10.00	10.00
				WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61566	HAAS, MICAELA	10/28/2011	BOOK	C-TEAM VOLLEYBALL	0	10.00	10.00
				GAME			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61567	KELSEY HALOPKA	10/28/2011	BOOK	JV VOLLEYBALL	0	10.00	10.00
				WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61568	TAYLOR HALOPKA	10/28/2011	BOOK/SCORE	JV & C-TEAM	0	20.00	20.00
				VOLLEYBALL WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		20.00	
61569	TAYLOR LYNN	10/28/2011	SCORE/BOOK	JV & C-TEAM	0	20.00	20.00
				VOLLEYBALL WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		20.00	
61570	CORRINE MEACHAM	10/28/2011	SCORE	JV VOLLEYBALL	0	10.00	10.00
				WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61571	MEMORIAL HEALTH CENTER	10/28/2011	870000424	EMPLOYEE PHYSICAL	0	35.00	35.00
10 E 800 310 264500 000				GENERAL FUND/STAFF HEALTH SERVICES/PERSONAL SERVICES		35.00	
61572	JAYME PREIN	10/28/2011	REFUND	LUNCH ACCOUNT	0	27.65	27.65
				BALANCE			
50 R 800 251 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/PUPILS		27.65	
61573	ANNE REIS	10/28/2011	BOOK	JV VOLLEYBALL	0	10.00	10.00
				WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61574	RIESTERER & SCHNELL INC	10/28/2011	290357	MOWER DECK PARTS	0	165.47	172.45
10 E 800 411 254490 000				GENERAL FUND/REPAIR OTHER EQUIP/GENERAL SUPPLIES		165.47	
			294018	JOHN DEERE MOWER	0	6.98	
				OIL FILTER			
10 E 800 411 254490 000				GENERAL FUND/REPAIR OTHER EQUIP/GENERAL SUPPLIES		6.98	
61575	MARIAH STANGE	10/28/2011	SCORE	JV VOLLEYBALL	0	10.00	10.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61576 TYZNIK, KAREN		10/28/2011	REIMBURSEMENT	WORKSHOP BOOKS	0	55.00	55.00
24 E 400 439 158100 000				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		55.00	
61577 MEGAN VIERGUTZ		10/28/2011	BOOK	C-TEAM VOLLEYBALL	0	10.00	10.00
				WORKER			
10 E 800 310 162121 000				GENERAL FUND/GIRLS VOLLEYBALL/PERSONAL SERVICES		10.00	
61578 WAL-MART COMMUNITY		10/28/2011	02101	CLIPBOARDS, MIRROR, BRUSH, PENS, PENCILS, PADS	6001112085	50.57	89.93
24 E 100 411 158100 000				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		50.57	
			02729	NAPKINS, GUM, POST ITS, CUPS, 3 HOLE PUNCH, PLATES	6001112085	39.36	
24 E 100 411 158100 000				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		39.36	

26 Computer Check(s) For a Total of 3,282.54

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61579	AMERIPRISE FINANCIAL SERVICES	11/14/2011	20110923ADIDS	OCTOBER	0	300.00	600.00
10 L 000 000 811670 000			GENERAL FUND/TAX SHEL. ANNUITIES			300.00	
			20111007ADIDS	OCTOBER	0	300.00	
10 L 000 000 811670 000			GENERAL FUND/TAX SHEL. ANNUITIES			300.00	
61580	AXA EQUITABLE	11/14/2011	20110923ADEQU	OCTOBER	0	200.00	400.00
10 L 000 000 811670 000			GENERAL FUND/TAX SHEL. ANNUITIES			200.00	
			20111007ADEQU	OCTOBER	0	200.00	
10 L 000 000 811670 000			GENERAL FUND/TAX SHEL. ANNUITIES			200.00	
61581	BARNES & NOBLE INC	11/14/2011	2178110 BOOKS	ASIAN STDIES	0	311.40	311.40
10 E 800 470 122000 000			GENERAL FUND/ENGLISH/TEXTBKS/WORKBKS	GRANT		311.40	
61582	Vendor Continued Void	11/14/2011					0.00
61583	CAPITAL BANK & TRUST/AMERICAN	11/14/2011	20110826ADAME	SEPTEMBER	0	700.00	8,393.75
10 L 000 000 811670 000			GENERAL FUND/TAX SHEL. ANNUITIES			700.00	
			20110909ADAME	SEPTEMBER	0	700.00	
10 L 000 000 811670 000			GENERAL FUND/TAX SHEL. ANNUITIES			700.00	
			20110923ADAME	OCTOBER	0	1,200.00	
10 L 000 000 811670 000			GENERAL FUND/TAX SHEL. ANNUITIES			1,200.00	
			20111007ADAME	OCTOBER	0	1,200.00	
10 L 000 000 811670 000			GENERAL FUND/TAX SHEL. ANNUITIES			1,200.00	
			C.DUVALL	EMPLOYER PAID TSA	0	343.75	
10 L 000 000 811675 000			GENERAL FUND/TSA EMPLOYER PAID			343.75	
			C.MEYERS	EMPLOYER PD TSA	0	500.00	
10 L 000 000 811675 000			GENERAL FUND/TSA EMPLOYER PAID			500.00	
			J.BRIGGS	EMPLOYER PD ANNUITY	0	500.00	
10 L 000 000 811675 000			GENERAL FUND/TSA EMPLOYER PAID			500.00	
			J.ROSEMAYER	EMPLOYER TSA	0	500.00	
10 L 000 000 811675 000			GENERAL FUND/TSA EMPLOYER PAID			500.00	
			K.GOETTL	EMPLOYER PD TSA	0	500.00	
10 L 000 000 811675 000			GENERAL FUND/TSA EMPLOYER PAID			500.00	
			L.BERTRAM	EMPLOYER PD TSA	0	500.00	
27 L 000 000 811675 000			SPECIAL EDUC./TSA EMPLOYER PAID			500.00	
			L.WESTBY	EMPLOYER PD TSA	0	500.00	
10 L 000 000 811675 000			GENERAL FUND/TSA EMPLOYER PAID			500.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
50 L 000 000 811675 000				N.GEIGER EMPLOYER PAID TSA FOOD SERVICE FUND/TSA EMPLOYER PAID	0	500.00 500.00	
10 L 000 000 811675 000				P.SQUIRES EMPLOYER PD ANNUITY GENERAL FUND/TSA EMPLOYER PAID	0	250.00 250.00	
10 L 000 000 811675 000				S.UHLIG EMPLOYER PAID TSA GENERAL FUND/TSA EMPLOYER PAID	0	500.00 273.89	
24 L 000 000 811675 000				FEDERAL HANDICAPPED PROJECTS/TSA EMPLOYER PAID		226.11	
61584 CESA #10 27 R 800 581 150000 000		11/14/2011	SCH. SERVICES	FORWARD HEALTH SPECIAL EDUC./SPECIAL CURRICULUM/MEDICAID/CESA	0	655.87 655.87	655.87
61585 SECURITY BENEFIT LIFE - VAA 27 L 000 000 811670 000		11/14/2011	20110923ADSEC	OCTOBER SPECIAL EDUC./TAX SHEL. ANNUITIES	0	100.00 100.00	200.00
27 L 000 000 811670 000			20111007ADSEC	OCTOBER SPECIAL EDUC./TAX SHEL. ANNUITIES	0	100.00 100.00	
61586 THRIVENT FINANCIAL LUTHERANS 10 L 000 000 811670 000		11/14/2011	20110923ADAAL	OCTOBER GENERAL FUND/TAX SHEL. ANNUITIES	0	67.50 67.50	490.00
10 L 000 000 811670 000			20111007ADAAL	OCTOBER GENERAL FUND/TAX SHEL. ANNUITIES	0	67.50 67.50	
10 L 000 000 811675 000				K.BREU EMPLOYER TSA GENERAL FUND/TSA EMPLOYER PAID	0	355.00 355.00	
61587 WI ASSN. OF SCH. DIST. ADMIN. 10 E 800 342 232100 000		11/14/2011	3136057.	LDRSHP WORKSHOPS GENERAL FUND/OFFICE OF SUPERINTENDENT/EMPLOYEE TRAVEL &	0	200.00 200.00	200.00
61588 WISCONSIN EDUCATORS TAX 10 L 000 000 811670 000		11/14/2011	20110923ADWEA	OCTOBER GENERAL FUND/TAX SHEL. ANNUITIES	0	435.00 435.00	1,470.00
10 L 000 000 811670 000			20110923ADWEA-R	OCTOBER GENERAL FUND/TAX SHEL. ANNUITIES	0	300.00 285.00	
27 L 000 000 811670 000				SPECIAL EDUC./TAX SHEL. ANNUITIES		15.00	
10 L 000 000 811670 000			20111007ADWEA	OCTOBER GENERAL FUND/TAX SHEL. ANNUITIES	0	435.00 435.00	
10 L 000 000 811670 000			20111007ADWEA-R	OCTOBER GENERAL FUND/TAX SHEL. ANNUITIES	0	300.00 285.00	
27 L 000 000 811670 000				SPECIAL EDUC./TAX SHEL. ANNUITIES		15.00	
61589 WIS COUNCIL CHILDREN BEHAVIORA 24 E 800 342 221300 000		11/14/2011	2011 CONF.	FEITEN/FULTS FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI	0	620.00 620.00	620.00
61590 JULIE WOLF		11/14/2011	LUNCHES	COMMUNITY OUTING	0	60.00	60.00



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
24 E 400 415 158100 000				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		60.00	
				12 Computer	Check(s) For a Total of		13,401.02

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61591	A TO Z TOWN AND COUNTRY LLC	11/21/2011	419740	VELCRO, RAKE CLOG FREE	0	47.56	60.19
24 E 400 440 158100 000				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		47.56	
			423698	UPS CHG - BOOK SUBSCRIPTION TO EDUC & EMPLOY LAW for PENRY	0	12.63	
10 E 800 353 263300 000				GENERAL FUND/PUBLIC INFORMATION/POSTAGE		12.63	
61592	ACT (REMITTANCE)	11/21/2011	30975559	71 PLAN REPORTING PACKAGES	0	798.75	798.75
10 E 400 411 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/GENERAL SUPPLIES		798.75	
61593	A J CONTRACT SERVICES, INC.	11/21/2011	34987	POOL KIT	0	172.00	172.00
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		172.00	
61594	ALLSTATE SIGN & PLAQUE	11/21/2011	146905-1	OUTDOOR SIGNAGE	0	205.69	205.69
10 E 800 440 253200 000				GENERAL FUND/OPERATION-SITES/NON-CAPITAL EQUIPMENT		205.69	
61595	APPLE COMPUTER (REMITTANCE)	11/21/2011	9887701614	IPAD 2 (4)	6001112093	116.00	116.00
24 E 200 551 158100 000				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		116.00	
61596	BETSY BAKER	11/21/2011	HS SWIM	MEET TIMER	0	30.00	30.00
10 E 800 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		30.00	
61597	SYSKO BARABOO	11/21/2011	110060580	FOOD & POLY APRONS, FOAM CONTAINERS, POLY BAGS	0	1,475.53	2,664.23
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		1,041.06	
50 E 800 419 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP		255.35	
50 E 800 415 257225 000				FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD		179.12	
			110200773	FOOD & BLEACH	0	555.25	
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		419.74	
50 E 800 419 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP		16.30	
50 E 800 415 257225 000				FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD		119.21	
			110270572	FOOD & PAN LINERS, FOAM CONTAINERS, NAPKINS, SOUFFLE CUPS	0	633.45	
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		423.05	
50 E 800 419 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP		138.92	
50 E 800 415 257225 000				FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD		71.48	
61598	NANCY BECKER	11/21/2011	MILEAGE	OCTOBER 2011 LIBRARY	0	39.96	39.96

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 400 342 222200 000				GENERAL FUND/LMC - INST SERVICE/EMPLOYEE TRAVEL & EXP.		39.96	
61599	MARLENE BEDNAR	11/21/2011	SEPT - OCT 2011	20 HRS -- RN	0	520.00	520.00
10 E 800 310 264500 000				GENERAL FUND/STAFF HEALTH SERVICES/PERSONAL SERVICES		520.00	
61600	ROBERT BLUME	11/21/2011	REIMBURSEMENT	SHOES FOR WORK	0	82.48	82.48
10 E 800 420 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/APPAREL		82.48	
61601	KEVIN BOYER	11/21/2011	MASON WORK	HS BATHROOM	0	600.00	600.00
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		600.00	
61602	MARLENE BROESKE	11/21/2011	REFUND	COMM ED CLASS	0	40.00	40.00
80 R 800 271 232200 000				COMMUNITY SERVICE FUND/COMMUNITY RELATIONS/ADMISSIONS		40.00	
61603	BURNETT TRANSIT, INC.	11/21/2011	6 BUSES	DECEMBER	0	36,912.60	36,912.60
10 E 800 341 256710 000				GENERAL FUND/FLEET PUPIL TRANSPORTATION/PUPIL TRAVEL		36,912.60	
61604	CARQUEST AUTO PARTS STORES (RE	11/21/2011	1939-278502	EXHAUST FAN BELT	0	12.64	12.64
10 E 800 411 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES		12.64	
61605	CESA #5	11/21/2011	ANDREA SCHNEITER	SCHOOL-BASED SPEECH/LANGUAGE PATHOLOGY INSTITUTE CONFERENCE REGISTRATIONS - LINNEA BERTRAM & CANDY HUEBNER	0	480.00	480.00
24 E 800 342 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		480.00	
61606	CHEROKEE CHUMS 4-H	11/21/2011	MARATHON COUNTY	PLAT BOOK	0	40.00	40.00
10 E 800 411 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/GENERAL SUPPLIES		40.00	
61607	CITY OF COLBY	11/21/2011	09/15/11-10/14/11	CDEC WATER & SEWER	0	63.20	2,994.70
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		63.20	
			09/16/11-10/17/11	ADAMS ST HOUSE WATER & SEWER	0	34.10	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		34.10	
			09/19/11-10/17/11	COLBY MIDDLE SCHOOL WATER & SEWER	0	334.20	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		334.20	
			09/19/11-10/17/11.	CONCESSION STAND WATER & SEWER	0	71.85	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		71.85	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
		9/16/11-10/17/11		COLBY ELEMENTARY WATER & SEWER	0	705.30	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		705.30	
		9/19/11-10/17/11		COLBY HIGH SCHOOL WATER & SEWER	0	1,786.05	
10 E 800 337 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/WATER SERVICE		1,786.05	
61608 CLAUDIA CLARK		11/21/2011	TRANSLATOR	IEP DOCUMENTS	0	285.00	285.00
24 E 800 310 223300 000				FEDERAL HANDICAPPED PROJECTS/EEN DIRECTOR/PERSONAL SERV		285.00	
61609 COLBY SCHOOLS/LUNCH PROGRAM		11/21/2011	C.GEIGER	OCT FOSTER GRNDPRNT	0	36.00	696.50
10 E 100 299 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/MISC/SUBS.MEALS,GR.T		36.00	
				COLBY ELEM OCT.SUBS MEALS	0	94.50	
10 E 100 299 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/MISC/SUBS.MEALS,GR.T		94.50	
				COLBY ELEM. UNPD GUESTS	0	18.00	
10 E 100 415 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/FOOD		18.00	
				COLBY H.S. OCT.SUBST MEALS	0	27.00	
10 E 800 299 120000 000				GENERAL FUND/REGULAR CURRICULUM/MISC/SUBS.MEALS,GR.THUM		27.00	
				COLBY M.S. OCT SUBST MEALS	0	18.00	
10 E 800 299 120000 000				GENERAL FUND/REGULAR CURRICULUM/MISC/SUBS.MEALS,GR.THUM		18.00	
				D.BROWN OCT.FSTR GRNDPRNT	0	42.00	
10 E 100 299 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/MISC/SUBS.MEALS,GR.T		42.00	
				K.MARGRAF OCT.FOSTER	0	57.00	
10 E 100 299 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/MISC/SUBS.MEALS,GR.T		57.00	
				LITTLE STARS OCT ADULT MEALS	0	350.00	
10 E 050 299 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/MISC/SUBS.MEALS,GR.T		350.00	
				R.FRICKE OCT.FOSTER	0	54.00	
10 E 100 299 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/MISC/SUBS.MEALS,GR.T		54.00	
61610 COMPLETE CONTROL, INC.		11/21/2011	SRVCE016826	REPAIR EXHAUST FAN	0	222.43	222.43
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		222.43	
61611 COUNTY MARKET ACCOUNT #6017		11/21/2011	0008	POWDERED SUGAR - FOODSERVICE	0	22.09	498.45
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		22.09	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
24 E 400 415 158100 000			0029	GROCERY SHOPPING	6001112069	16.95	
				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		16.95	
24 E 400 415 158100 000			0030	GROCERY SHOPPING	6001112069	3.09	
				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		3.09	
24 E 400 415 158100 000			0031	GROCERY SHOPPING	6001112069	29.97	
				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		29.97	
10 E 200 415 213000 000			0041	WKCE SNACKS GR. 5-8	0	274.02	
				GENERAL FUND/PUPIL SERVICES - GUIDANCE/FOOD		274.02	
24 E 400 415 158100 000			0063	FOOD SUPPLIES, REWARDS	6001112046	36.13	
				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		36.13	
10 E 200 415 213000 000			0063.	WKCE SNACKS GR. 5-8	0	89.82	
				GENERAL FUND/PUPIL SERVICES - GUIDANCE/FOOD		89.82	
24 E 800 415 156600 000			101911	FOOD FOR EARLY CHILDHOOD/SPEECH & LANGUAGE WEEKLY LANGUAGE GROUPS	6001112051	10.36	
				FEDERAL HANDICAPPED PROJECTS/SPEECH/LANGUAGE/FOOD		10.36	
24 E 800 415 156600 000			4688	FOOD FOR EARLY CHILDHOOD/SPEECH & LANGUAGE WEEKLY LANGUAGE GROUPS	6001112051	16.02	
				FEDERAL HANDICAPPED PROJECTS/SPEECH/LANGUAGE/FOOD		16.02	
61612 COUNTY MARKET ACCOUNT #6017		11/21/2011	0030.	WKCE SNACKS	0	60.00	60.00
10 E 200 415 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/FOOD		60.00	
61613 COUNTY MARKET - F&CE ACCT 8007		11/21/2011	0026	EGGS, MILK, BREAD CRUMBS, BBQ SAUCE, CHICKEN	5001112045	15.41	201.98
10 E 800 415 135000 000				GENERAL FUND/FAMILY & CONSUMER EC/FOOD		15.41	
			0031	CHEESE, SOUR CREAM, MILK, HASHBROWNS, CORN, SUGAR, PUDDING, COCOA, SALT, CHIPS, PICANTE, GROUND BEEF, BANANAS, CARROTS, GARLIC,	5001112045	123.86	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 800 415 135000 000				MARSHMALLOWS, HERSHEY BARS GENERAL FUND/FAMILY & CONSUMER EC/FOOD		123.86	
			0057	GRAHAM CRACKERS, MARSHMALLOWS, CHIPS	5001112045	21.81	
10 E 800 415 135000 000				GENERAL FUND/FAMILY & CONSUMER EC/FOOD		21.81	
			4687	FROSTING, APPLESAUCE, SUGAR, COCOA, BAKING CUPS, RAISINS, PAPER TOWEL	5001112045	40.90	
10 E 800 415 135000 000				GENERAL FUND/FAMILY & CONSUMER EC/FOOD		40.90	
61614	COUNTY MARKET - ACTIVITY ACCT	11/21/2011	0019	Food Supples/Necessary for Food classes	5001112045	13.62	13.62
10 E 800 415 135000 000				GENERAL FUND/FAMILY & CONSUMER EC/FOOD		13.62	
61615	COUNTY MARKET - ACTIVITY ACCT	11/21/2011	0023	EXPANDING HORIZONS ACTIVITY	0	33.31	33.31
10 E 200 415 120000 000				GENERAL FUND/REGULAR CURRICULUM/FOOD		33.31	
61616	COUNTY MARKET - ACTIVITY ACCT	11/21/2011	0326	EXPANDING HORIZONS	0	11.88	11.88
10 E 200 415 120000 000				GENERAL FUND/REGULAR CURRICULUM/FOOD		11.88	
61617	CTL COMPANY, INC.	11/21/2011	132597	STEM FOR TANGENT DRAIN	0	193.00	193.00
10 E 800 411 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES		193.00	
61618	MEGAN DECKER	11/21/2011	2 MS SWIM MEETS	TIMER	0	20.00	20.00
10 E 200 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		20.00	
61619	DECKER SANITATION SERVICES LLC	11/21/2011	2329	TRACK FIELD HOLDING TANK	0	110.00	110.00
10 E 800 338 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/SEWERAGE SERVICE		110.00	
61620	NOLAN DERRICO	11/21/2011	MS FOOTBALL	CLOCK - 5 GAMES	0	25.00	25.00
10 E 200 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		25.00	
61621	TIFFANY DERRICO	11/21/2011	MS SWIM	MEET TIMER	0	20.00	20.00
10 E 200 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		20.00	
61622	DESIGNER ADVERTISING	11/21/2011	42929	WELLNESS T-SHIRT	0	9.50	9.50
10 E 800 411 221300 921				GENERAL FUND/INST. STAFF SERV. - TRAINING/GENERAL SUPPL		9.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61623	UNEMPLOYMENT INSURANCE DWD	11/21/2011	OCTOBER 2011	UNEMPLOYMENT	0	10,526.33	10,526.33
10 E 800 730 270000 000				GENERAL FUND/INSURANCE/UNEMPLOYMENT COMPENSATION		10,526.33	
61624	THE DIRKS GROUP, LLC	11/21/2011	DG11351	OCT.SERVER DOWN	0	1,567.50	1,567.50
10 E 800 310 266000 000				GENERAL FUND/TECHNOLOGY COORD/PROJECTS/PERSONAL SERVICE		1,567.50	
61625	E.O. JOHNSON CO.	11/21/2011	28500406	COPIER/PRINTER	0	5,770.57	5,770.57
10 E 800 571 258400 000				GENERAL FUND/COPYING/DUPLICATING/EQUIPMENT RENTAL		5,770.57	
61626	Vendor Continued Void	11/21/2011					0.00
61627	CARDMEMBER SERVICE/ ELAN	11/21/2011	0443	CHERYL	0	108.95	1,626.65
				PLOECKELMAN ROOM			
				AT CHULA VISTA			
10 E 800 342 231100 000				GENERAL FUND/BOARD OF EDUCATION/EMPLOYEE TRAVEL & EXP.		108.95	
			0576	TELEPHONE HANDSET	0	14.47	
				CORD & DETANGLER			
				(HANNE)			
10 E 100 411 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/GENERAL SUPPLIES		14.47	
			1584	WALKIE TALKIES	6001112095	499.95	
				(ELEMENTARY)			
24 E 100 440 158100 000				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		499.95	
			4725	SURVEY MONKEY	0	200.00	
				SUBSCRIPTION			
				RENEWAL CHARGE			
10 E 800 411 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/GENERAL SUPPLIES		200.00	
			5104	GLITTERBUG	0	27.50	
				POTIONS (BEDNAR)			
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		27.50	
			8860	BEE MAGNETS -	0	88.78	
				ELEMENTARY			
10 E 100 411 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/GENERAL SUPPLIES		88.78	
			9297	WASB	0	190.00	
				REGISTRATIONS			
				(KRUEGER &			
				PLOECKELMAN)			
10 E 800 342 231100 000				GENERAL FUND/BOARD OF EDUCATION/EMPLOYEE TRAVEL & EXP.		190.00	
			9544	EDUCATION SEMINAR	0	497.00	
				REGISTRATIONS			
				(STEWART, ROTH,			
				GARCIA)			
24 E 800 342 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		497.00	
61628	ENTERPRISE RENT-A-CAR	11/21/2011	D514151	VAN RENTAL -	0	50.10	50.10

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				STATE SWIM			
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		50.10	
61629 JANE FRICKE THIEME		11/21/2011	10/10-10/20	RIDE BUS WITH	0	57.12	114.24
				CHILD (112 MILES)			
24 E 800 341 256751 000				FEDERAL HANDICAPPED PROJECTS/EEN PUPIL TRANSPORTATION/P		57.12	
			10/24/11 - 11/03/11	RIDE BUS WITH	0	57.12	
				CHILD (112 MILES			
				x \$.510)			
24 E 800 341 256751 000				FEDERAL HANDICAPPED PROJECTS/EEN PUPIL TRANSPORTATION/P		57.12	
61630 FRONTIER		11/21/2011	COLBY ELEM	10/28/11-11/27/11	0	558.10	635.96
10 E 800 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		558.10	
				LITTLE STARS	0	77.86	
10 E 800 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		77.86	
61631 G&K SERVICES INC		11/21/2011	1016503414	SHOP COATS &	0	43.78	84.40
				TOWELS			
10 E 800 320 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/PROPERTY SERVICE		43.78	
			1016509250	SHOP COATS &	0	40.62	
				TOWELS			
10 E 800 320 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/PROPERTY SERVICE		40.62	
61632 GLOBAL EQUIPMENT (REMITTANCE)		11/21/2011	104401434	RECLOSABLE	0	557.06	557.06
				FASTENER MAINT			
				LOCK			
10 E 800 440 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/NON-CAPITAL EQUIPME		557.06	
61633 AMBER GRAFFUNDER		11/21/2011	REFUND	LUNCH ACCT	0	18.70	18.70
50 R 800 251 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/PUPILS		18.70	
61634 CAROLE HANNE		11/21/2011	REIMBURSEMENT	FISH TANK FILTERS	0	17.31	17.31
				& FISH FOOD			
10 E 100 411 241000 000				GENERAL FUND/OFFICE OF PRINCIPAL/GENERAL SUPPLIES		17.31	
61635 HARMONY COUNTRY CO-OP		11/21/2011	OCT. STMT	GASOLINE/	0	575.93	575.93
				SUPPLIES			
10 E 800 342 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/EMPLOYEE TRAVEL &		33.33	
10 E 900 348 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/VEHICLE FUEL		62.00	
10 E 800 348 221300 000				GENERAL FUND/INST. STAFF SERV. - TRAINING/VEHICLE FUEL		77.27	
10 E 800 348 221300 141				GENERAL FUND/INST. STAFF SERV. - TRAINING/VEHICLE FUEL		38.00	
10 E 800 348 162124 000				GENERAL FUND/GIRLS SWIMMING/VEHICLE FUEL		81.01	
10 E 800 348 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/VEHICLE FUEL		45.65	
24 E 800 348 138200 000				FEDERAL HANDICAPPED PROJECTS/VOC ED EEN/VEHICLE FUEL		106.57	
24 E 800 348 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		14.55	
10 E 800 348 161311 000				GENERAL FUND/FUTURE FARMERS OF AMERICA/VEHICLE FUEL		77.28	
10 E 100 348 221300 000				GENERAL FUND/INST. STAFF SERV. - TRAINING/VEHICLE FUEL		40.27	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61636	HARMONY COUNTRY CO-OP	11/21/2011	SEPT STATMT	GASOLINE	0	856.73	856.73
10 E 400 342 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/EMPLOYEE TRAVEL		26.25	
10 E 800 342 223910 000				GENERAL FUND/READING SPECIALIST/EMPLOYEE TRAVEL & EXP.		69.63	
10 E 800 342 266000 000				GENERAL FUND/TECHNOLOGY COORD/PROJECTS/EMPLOYEE TRAVEL		17.60	
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		6.39	
10 E 900 348 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/VEHICLE FUEL		74.00	
10 E 800 348 221300 141				GENERAL FUND/INST. STAFF SERV. - TRAINING/VEHICLE FUEL		20.00	
10 E 800 348 162124 000				GENERAL FUND/GIRLS SWIMMING/VEHICLE FUEL		75.30	
10 E 800 348 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/VEHICLE FUEL		243.62	
24 E 800 348 138200 000				FEDERAL HANDICAPPED PROJECTS/VOC ED EEN/VEHICLE FUEL		121.55	
10 E 800 348 162210 000				GENERAL FUND/FOOTBALL/VEHICLE FUEL		69.66	
24 E 800 348 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		64.36	
10 E 800 348 161311 000				GENERAL FUND/FUTURE FARMERS OF AMERICA/VEHICLE FUEL		48.25	
10 E 800 348 161312 000				GENERAL FUND/FCCLA/VEHICLE FUEL		20.12	
61637	HEINDL ELECTRIC	11/21/2011	REPAIR	BLOWER MOTOR	0	130.00	213.00
10 E 800 320 254490 000				GENERAL FUND/REPAIR OTHER EQUIP/PROPERTY SERVICE		130.00	
				REPAIR.			
				FAN MOTOR	0	74.00	
10 E 800 320 254490 000				GENERAL FUND/REPAIR OTHER EQUIP/PROPERTY SERVICE		74.00	
				WEIDEMAN			
				WIRE	0	9.00	
10 E 800 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		9.00	
61638	HOOVER METALS	11/21/2011	026874	ALUMINUM	0	81.00	135.72
10 E 800 411 139000 401				GENERAL FUND/OTHER VOC.EMPLOYABILITY SKILLS/GENERAL SUP		81.00	
				298			
				STEEL	0	54.72	
10 E 800 411 139000 401				GENERAL FUND/OTHER VOC.EMPLOYABILITY SKILLS/GENERAL SUP		54.72	
61639	KAREN HUBER	11/21/2011	REIMBURSEMENT	'PAT ON THE BACK'	0	23.45	23.45
				TREATS			
10 E 200 415 120000 000				GENERAL FUND/REGULAR CURRICULUM/FOOD		23.45	
61640	HYATT ON MAIN	11/21/2011	FEITEN/FULTS	2011 WISCONSIN ASSOCIATION FOR CHILDREN WITH BEHAVIOR DISORDERS 35TH ANNUAL CONFERENCE -- 2 HOTEL ROOMS FOR DECEMBER 1, 2011 (TINA FEITEN CONFIRMATION #63803631) (GERALD FULTS CONFIRMATION #63803654) TAX EXEMPT	0	198.00	198.00
24 E 800 342 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		198.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61641	INDIANHEAD COMMUNITY ACTION AG	11/21/2011	REIMBURSEMENT	HEIDI E FOOTTIT PAYROLL (SEPTEMBER 2011)	0	2,486.62	2,486.62
10 E 050 388 110000 000			GENERAL FUND/ELEMENTARY CURRICULUM/PAYMENT TO FEDERAL G			2,486.62	
61642	INDIANHEAD FOODSERVICE	11/21/2011	462740	FOOD & SPATULAS, FOAM PLATES	0	3,144.46	13,832.32
50 E 800 415 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD			2,359.12	
50 E 800 419 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP			86.12	
50 E 800 415 257225 000			FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD			699.22	
			463980	FOOD & SPOODLE, STRAWS, FOAM PLATES, VINYL GLOVES, FILM, TOWELING, PAN LINERS	0	2,867.87	
50 E 800 415 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD			1,981.29	
50 E 800 419 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP			321.11	
50 E 800 415 257225 000			FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD			565.47	
			464428	FOOD	0	273.19	
50 E 800 415 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD			273.19	
			465464	FOOD & FOAM CARRYOUTS, CARBONOFF CLEANER, DETERGENT	0	2,500.58	
50 E 800 415 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD			1,808.91	
50 E 800 419 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP			85.71	
50 E 800 415 257225 000			FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD			605.96	
			466540	FOOD	0	2,268.35	
50 E 800 415 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD			1,964.96	
50 E 800 419 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP			31.00	
50 E 800 415 257225 000			FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD			272.39	
			468114	FOOD & PLASTIC CUPS, FOAM PLATES, PLASTIC SPOONS, TOWELING	0	2,777.87	
50 E 800 415 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD			1,715.93	
50 E 800 419 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP			117.03	
50 E 800 415 257225 000			FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD			944.91	
61643	INDIANHEAD FOODSERVICE.	11/21/2011	462739	FOOD	0	37.45	109.95
50 E 800 415 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD			37.45	
			463979	FOOD	0	33.75	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		33.75	
			465463	FOOD	0	11.25	
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		11.25	
			466539	FOOD	0	27.50	
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		27.50	
61644 JANE'S LEATHERWORKS		11/21/2011	MATERIALS	SHELF CURTAIN	0	20.00	20.00
24 E 050 411 152000 000				FEDERAL HANDICAPPED PROJECTS/EARLY CHILDHOOD/GENERAL SU		20.00	
61645 KELLY JENSEN		11/21/2011	HS SWIM	MEET TIMER	0	30.00	30.00
10 E 800 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		30.00	
61646 J H LARSON COMPANY		11/21/2011	3021934-01	URINAL PARTS	0	22.44	457.32
10 E 800 411 254490 000				GENERAL FUND/REPAIR OTHER EQUIP/GENERAL SUPPLIES		22.44	
			3023311-01	FLUOR - ELECTRICAL SUPPLY	0	60.95	
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		60.95	
			3024862-01	BALLAST - ELECTRICAL SUPPLY	0	373.93	
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		373.93	
61647 JOLLY LEARNING LTD	(REMITTANC	11/21/2011	3210381	JOLLY SONGS BOOK & CD SETS	3001112011	96.39	96.39
10 E 800 431 122000 141				GENERAL FUND/ENGLISH/AUDIO-VISUAL MEDIA		96.39	
61648 LAUREN KALLSTROM		11/21/2011	2 MS SWIM	MEET TIMER	0	20.00	20.00
10 E 200 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		20.00	
61649 DANICA KANNEBERG		11/21/2011	HS SWIM	MEET TIMER	0	10.00	10.00
10 E 800 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		10.00	
61650 KELSEY BEARING & SEAL		11/21/2011	118253	MOTOR BEARING	0	37.63	37.63
10 E 800 411 254490 000				GENERAL FUND/REPAIR OTHER EQUIP/GENERAL SUPPLIES		37.63	
61651 DENNIS & RHONDA KIEFFER		11/21/2011	OCTOBER 2011	CHRISTIAN ACADEMY MILEAGE (153 MILES x \$.30@)	0	45.90	45.90
10 E 800 341 256730 000				GENERAL FUND/PARENT TRANSPORTATION/PUPIL TRAVEL		45.90	
61652 KOLDEN, STEVEN E		11/21/2011	7/1-9/30/11	MILEAGE/EXPENSE	0	493.02	493.02
10 E 800 342 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/EMPLOYEE TRAVEL &		493.02	
61653 KRISS PREMIUM PRODUCTS INC		11/21/2011	118994	BOILER TREATMENT	0	269.88	269.88
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		269.88	
61654 KAYLA KRUEGER		11/21/2011	MS SWIM	MEET TIMER	0	10.00	10.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 200 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		10.00	
61655	KURT & HEATHER KULAS	11/21/2011	OCTOBER 2011	CHRISTIAN ACADEMY MILEAGE (163.20 MILES x \$.300)	0	48.96	48.96
10 E 800 341 256730 000				GENERAL FUND/PARENT TRANSPORTATION/PUPIL TRAVEL		48.96	
61656	LAB SAFETY SUPPLY INC	11/21/2011	1018053824	GAS ALARM PLUG	0	90.91	90.91
10 E 800 440 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/NON-CAPITAL EQUIPME		90.91	
61657	LAMBEAU TELECOM COMPANY, LLC	11/21/2011	20996145	OCTOBER 2011 LONG DISTANCE	0	167.05	167.05
10 E 800 355 263300 000				GENERAL FUND/PUBLIC INFORMATION/TELEPHONE		167.05	
61658	KIMMY LECHER	11/21/2011	HS SWIM	MEET TIMER	0	10.00	10.00
10 E 800 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		10.00	
61659	LIGHTSPEED TECHNOLOGIES	11/21/2011	54799	AA NiMH RECHARGEABLE BATTERY	4001112066	60.00	60.00
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		60.00	
61660	MARSHFIELD BOOK & STATIONARY	11/21/2011	307187	MONTHLY PLANNERS	7001112014	20.42	273.29
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		20.42	
			307464	MATH MANIPULATIVES & TAN COPY PAPER	1011112016	252.87	
10 E 200 411 120000 000				GENERAL FUND/REGULAR CURRICULUM/GENERAL SUPPLIES		252.87	
61661	MARGE'S FLOWERS	11/21/2011	PLANT	MELVIN GOSSE SERVICE	0	45.00	45.00
10 E 800 411 231100 000				GENERAL FUND/BOARD OF EDUCATION/GENERAL SUPPLIES		45.00	
61662	NANCY MARCOTT	11/21/2011	MILEAGE EXPENSE	CAI WORKSHOP	0	66.60	66.60
10 E 800 342 221300 365				GENERAL FUND/INST. STAFF SERV. - TRAINING/EMPLOYEE TRAV		66.60	
61663	MAURER ROOFING, INC.	11/21/2011	ROOF PATCH	MIDDLE SCHOOL KITCHEN	0	98.38	98.38
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		98.38	
61664	MEMORIAL HEALTH CENTER	11/21/2011	26341	PHY EXAM L.THIEME	0	109.00	109.00
50 E 800 310 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/PERSONAL S		109.00	
61665	MENARDS	11/21/2011	83043	PAINT ROLLER, HOOKS, TOOL HOLDER, PEGS, PEGBOARD, STUDS	5021112112	96.88	409.05
10 E 800 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		96.88	

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			83932	LACQUER, GLUE, TOOL HOLDER, PLIERS, BRUSH, MINERAL SPIRITS, GLUE GUN, ORGANIZER, RECIP BLADES, GRINING WHEEL	5021112112	154.07	
10 E 800 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		154.07	
			88052	BROOMS, SAFETY GLASSES, BATTERIES, BULBS, BITS, SANDING SPONGE, PAINTS, DRILL BITS	0	158.10	
10 E 800 411 139000 401				GENERAL FUND/OTHER VOC.EMPLOYABILITY SKILLS/GENERAL SUP		158.10	
61666 MICHLIG, STEPHANIE		11/21/2011	MS SWIM	MEET TIMER	0	10.00	10.00
10 E 200 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		10.00	
61667 MIDWAY STEEL INC		11/21/2011	87795	STEEL ANGLE	5021112115	30.00	30.00
10 E 800 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		30.00	
61668 MID-WISCONSIN BEVERAGE		11/21/2011	00027759	WATER - WKCE TESTING	0	55.80	55.80
10 E 400 415 213000 000				GENERAL FUND/PUPIL SERVICES - GUIDANCE/FOOD		55.80	
61669 JACOB MILLER		11/21/2011	MS FOOTBALL	STUDENT WORKER - CLOCK	0	5.00	5.00
10 E 200 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		5.00	
61670 NASSCO INC		11/21/2011	S1533795.001	RESTROOM PAPER SUPPLIES/CAN LINERS	0	1,329.24	1,329.24
10 E 800 411 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES		1,329.24	
61671 NEFF COMPANY		11/21/2011	001952823	CHENILLE BARS	0	156.02	156.02
10 E 800 411 162001 000				GENERAL FUND/ATHLETICS-GENERAL/GENERAL SUPPLIES		156.02	
61672 AMERICAN WELDING & GAS INC		11/21/2011	01469679	WELDMAT	0	54.56	255.57
10 E 800 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		54.56	
			01477225	BAND SAW BLADE	5021112122	44.00	
10 E 800 411 136000 000				GENERAL FUND/TECH ED/GENERAL SUPPLIES		44.00	
			01477330	POOL - CARBON DIOXIDE	0	92.44	
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		92.44	

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10 E 800 411 253300 000			01493687	CYLINDER RENTAL	0	46.50	
				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		46.50	
10 E 800 411 253300 000			01494206	POOL - CYLINDER RENTAL INVOICE	0	18.07	
				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		18.07	
61673 PARKSIDE BUS		11/21/2011	AUG. RETRO PAY	CC TRIPS	0	24.74	562.73
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		24.74	
10 E 800 341 256710 000			SEPT RETRO PAY	4 BUSES	0	458.88	
				GENERAL FUND/FLEET PUPIL TRANSPORTATION/PUPIL TRAVEL		458.88	
10 E 800 341 256710 000			SEPT. RETRO PAY	SMALL BUS	0	79.11	
				GENERAL FUND/FLEET PUPIL TRANSPORTATION/PUPIL TRAVEL		79.11	
61674 FERRIN'S SURFACE SOLUTIONS LLC		11/21/2011	NONE	MOSAICS, TILE, GROUT, MASTIC	0	347.10	347.10
10 E 800 411 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES		347.10	
61675 FLOECKELMAN, DAWN O		11/21/2011	REIMBURSEMENT	SHOES FOR WORK	0	29.99	29.99
10 E 800 420 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/APPAREL		29.99	
61676 FLOECKELMAN, MELISSA		11/21/2011	REIMBURSEMENT	NATIONAL FFA CONVENTION GAS & PARKING	0	181.23	181.23
10 E 800 348 161311 000				GENERAL FUND/FUTURE FARMERS OF AMERICA/VEHICLE FUEL		181.23	
61677 POLK-BURNETT SECURITY SERVICES		11/21/2011	RMR792709	Colby Middle School Fire/Security & Annual Fire Inspection	0	274.89	274.89
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		274.89	
61678 PRO-ED		11/21/2011	2027637	MBSP: Basic Math Kits second Edition	6011112008	534.60	378.60
24 E 800 411 223300 000				FEDERAL HANDICAPPED PROJECTS/EEN DIRECTOR/GENERAL SUPPL		534.60	
24 E 800 411 223300 000			CM151630	CREDIT FOR MANUALS ORDERED IN ERROR	6010101117	-156.00	
				FEDERAL HANDICAPPED PROJECTS/EEN DIRECTOR/GENERAL SUPPL		-156.00	
61679 PROGRESSIVE TRAVEL, INC.		11/21/2011	30ST. 251 MI	SWIM MEET LAX	0	559.13	559.13
10 E 800 341 256743 000				GENERAL FUND/ATHLETIC PUPIL TRANSPORTATION/PUPIL TRAVEL		559.13	
61680 QUILL CORPORATION (REMITTANCE)		11/21/2011	7700271	COLORED COPY PAPER, CLASP	0	344.14	344.14

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ENVELOPES							
10 E 800 411 120000 000				GENERAL FUND/REGULAR CURRICULUM/GENERAL SUPPLIES		91.50	
10 E 800 411 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/GENERAL SUPPLIES		69.64	
10 E 100 411 110000 000				GENERAL FUND/ELEMENTARY CURRICULUM/GENERAL SUPPLIES		91.50	
10 E 200 411 120000 000				GENERAL FUND/REGULAR CURRICULUM/GENERAL SUPPLIES		91.50	
61681	TERI RAATZ	11/21/2011	FUEL	NATIONAL FFA CONVENTION	0	141.58	141.58
10 E 800 348 161311 000				GENERAL FUND/FUTURE FARMERS OF AMERICA/VEHICLE FUEL		141.58	
61682	MINDY RAMKER	11/21/2011	1 MS SWIM	MEET TIMER	0	10.00	10.00
10 E 200 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		10.00	
61683	JARRETT RAUSCH	11/21/2011	MS FOOTBALL	STUDENT WORKER - CLOCK	0	5.00	5.00
10 E 200 310 162210 000				GENERAL FUND/FOOTBALL/PERSONAL SERVICES		5.00	
61684	REINHART FOODSERVICE (REMITTAN	11/21/2011	798504	FOOD	0	601.15	3,192.54
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		425.13	
50 E 800 415 257225 000				FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD		176.02	
			804054	FOOD	0	772.06	
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		772.06	
			811218	FOOD	0	820.56	
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		682.24	
50 E 800 415 257225 000				FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD		138.32	
			816782	FOOD & PLASTIC KNIVES, DEGREASER	0	998.77	
50 E 800 415 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/FOOD		581.87	
50 E 800 419 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP		48.32	
50 E 800 415 257225 000				FOOD SERVICE FUND/BREAKFAST PROGRAM/FOOD		368.58	
61685	RUDER, WARE & MICHLER, S.C.	11/21/2011	03692-00001	PROFESSIONAL SERVICES RENDERED THROUGH OCTOBER 31, 2011	0	377.50	377.50
10 E 800 310 231500 000				GENERAL FUND/BOARD OF ED. LEGAL/PERSONAL SERVICES		377.50	
61686	DAN & BETHANIE SCHMIDT	11/21/2011	OCTOBER 2011	CHRISTIAN ACADEMY MILEAGE (136 MILES x \$.30@)	0	40.80	40.80
10 E 800 341 256730 000				GENERAL FUND/PARENT TRANSPORTATION/PUPIL TRAVEL		40.80	
61687	SCHOLASTIC INC	11/21/2011	4327357	S44 TEACHING GUIDE, DECODABLE DIGEST, 44BOOK	0	554.70	554.70
24 E 100 439 158100 000				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		554.70	

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61688	SCHOOL DISTRICT GRANTON	11/21/2011	ENTRY FEE	7TH GRADE BOYS BASKETBALL TOURNAMENT	0	50.00	50.00
10 E 200 940 162205 000			GENERAL FUND/BOYS BASKETBALL/DUES & FEES			50.00	
61689	SHOPKO (REMITTANCE)	11/21/2011	1920	Awards and Supplies	6001112054	237.63	237.63
24 E 100 411 158100 000			FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP			237.63	
61690	SKYWARD ACCOUNTING DEPT	11/21/2011	149901	TRAINING - BUSINESS SUITE: TRUE TIME Q & A / TIME OFF SETUP	1011112017	500.00	500.00
10 E 800 480 266000 000			GENERAL FUND/TECHNOLOGY COORD/PROJECTS/NON-INSTRUCT COM			500.00	
61691	MEGAN STERZINGER	11/21/2011	MS/HS SWIM	MEET TIMER	0	30.00	30.00
10 E 200 310 162124 000			GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES			10.00	
10 E 800 310 162124 000			GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES			20.00	
61692	STERLING WATER INC	11/21/2011	342X02799701	WATER SOFTENER SALT	0	133.30	133.30
10 E 800 411 253300 000			GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES			133.30	
61693	VEOLIA ES SOLID WASTE MIDWEST,	11/21/2011	M10000626044	OCTOBER 2011 GARBAGE PICK UP	0	1,572.39	1,572.39
10 E 800 320 253300 000			GENERAL FUND/OPERATION OF BUILDINGS/PROPERTY SERVICE			1,572.39	
61694	JUDY SWEDA	11/21/2011	3 SWIM MEETS	TIMER	0	30.00	30.00
10 E 800 310 162124 000			GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES			30.00	
61695	T & C WATER SYSTEMS	11/21/2011	22939	COOLER RENT (NOV) & WATER (2)	0	19.45	19.45
10 E 800 411 232100 000			GENERAL FUND/OFFICE OF SUPERINTENDENT/GENERAL SUPPLIES			19.45	
61696	TEAM DISTRIBUTING	11/21/2011	336391	ANTI BACTERIAL CLEANER, BOWL CLEANER, AIR FRESHNER, QUAT STAT, FLOOR CLEANER	0	461.32	1,206.27
10 E 800 411 254300 000			GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES			415.22	
50 E 800 419 257220 000			FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP			46.10	
			336589	THAW MASTER - SIDEWALK SALT	0	384.73	
10 E 800 411 253200 000			GENERAL FUND/OPERATION-SITES/GENERAL SUPPLIES			384.73	
			337396	LIQUID BACTERIA, STAINLESS STEEL CLEANER, FLOOR	0	360.22	



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				CLEANER			
10 E 800 411 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/GENERAL SUPPLIES		294.02	
50 E 800 419 257220 000				FOOD SERVICE FUND/FOOD SERVICE-LUNCH PROGRAM/OTHER SUPP		66.20	
61697 TEAM SPORTING GOODS INC		11/21/2011	AAG006698-AA03	5 SHORTS	8001112038	230.00	3,373.62
10 E 800 420 162205 000				GENERAL FUND/BOYS BASKETBALL/APPAREL		230.00	
			AAG006700-AA03	5 JERSEYS	8001112038	245.00	
10 E 800 420 162205 000				GENERAL FUND/BOYS BASKETBALL/APPAREL		245.00	
			AAG006702-AA03	15 JERSEYS	8001112038	751.70	
10 E 800 420 162205 000				GENERAL FUND/BOYS BASKETBALL/APPAREL		751.70	
			AAG006703-AA03	15 SHORTS	8001112038	690.00	
10 E 800 420 162205 000				GENERAL FUND/BOYS BASKETBALL/APPAREL		690.00	
			AAG007569-AH04	OUTDOOR BASKETBALL NETS	0	27.26	
10 E 800 411 253200 000				GENERAL FUND/OPERATION-SITES/GENERAL SUPPLIES		27.26	
			AAG007739-AA04	STARTING BLOCK, SMALL CONES, EXERCISE BALLS	5021112018	401.80	
10 E 800 440 162319 000				GENERAL FUND/TRACK-BOYS/GIRLS/NON-CAPITAL EQUIPMENT		401.80	
			AAG007744-AA05	BATS	5021112101	802.00	
10 E 800 440 162204 000				GENERAL FUND/BOYS BASEBALL/NON-CAPITAL EQUIPMENT		802.00	
			AAH051189-AA03	INTRAMURAL BALLS & WHISTLE	0	225.86	
10 E 200 411 120000 000				GENERAL FUND/REGULAR CURRICULUM/GENERAL SUPPLIES		225.86	
61698 BROOKE TESMER		11/21/2011	2 MS SWIM	MEET TIMER	0	20.00	20.00
10 E 200 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		20.00	
61699 TP PRINTING CO INC		11/21/2011	OCTOBER 2011	SNOW REMOVAL BIDS AD & HORNET HIGHLIGHTS	0	297.75	297.75
10 E 800 354 122000 000				GENERAL FUND/ENGLISH/PRINTING & BINDING		173.75	
10 E 800 354 263300 000				GENERAL FUND/PUBLIC INFORMATION/PRINTING & BINDING		124.00	
61700 UHLIG CONSTRUCTION		11/21/2011	203	PREP WALLS, FLOOR & TILE THEATER RESTROOM	0	754.00	754.00
10 E 800 320 254300 000				GENERAL FUND/MAINTENANCE-BUILDINGS/PROPERTY SERVICE		754.00	
61701 WACBD/WICCBD		11/21/2011	REGISTRATION FEES	WICCBD CONFERENCE REGISTRATION FEES 2011 (FEITEN & FULTS)	0	620.00	620.00

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24 E 800 342 221300 000				FEDERAL HANDICAPPED PROJECTS/INST. STAFF SERV. - TRAINI		620.00	
61702	WAL-MART COMMUNITY	11/21/2011	03878	TISSUE, BREAD, GUM, BAG, PURSE, POST IT NOTES, WATER, LETTER TRAYS	600112085	79.99	79.99
24 E 100 411 158100 000				FEDERAL HANDICAPPED PROJECTS/MULTICATEGORICAL HANDICAPP		79.99	
61703	WAL-MART COMMUNITY	11/21/2011	04266	KLEENEX, ERASERS, PENCILS, WATER	0	20.58	20.58
10 E 800 411 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GENERAL SUPPLIES		20.58	
61704	WE ENGERGIES	11/21/2011	ADAMS ST HOUSE	10/11/11 - 11/09/11	0	36.64	6,086.10
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		36.64	
				BACK HIGH SCHOOL 10/11/11 - 11/09/11	0	2,548.38	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		2,548.38	
				CD/EC 10/11/11 - 11/09/11	0	495.82	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		495.82	
				COLBY ELEMENTARY 10/11/11 - 11/09/11	0	709.99	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		709.99	
				COLBY MIDDLE SCHOOL 10/11/11 - 11/09/11	0	55.07	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		55.07	
				FRONT HIGH SCHOOL 10/11/11 - 11/09/11	0	1,897.93	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		1,897.93	
				GREENHOUSE 10/11/11 - 11/09/11	0	240.92	
10 E 800 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		240.92	
				NEILLS RIVERVIEW GYM 10/05/11-11/03/11	0	8.99	
10 E 900 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		8.99	
				NEILLSVILLE ADM BLDG 10/05/11-11/03/11	0	92.36	
10 E 900 331 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/GAS FOR HEAT		92.36	
61705	KRIS WEHRMAN	11/21/2011	3 swim meets	timer	0	30.00	30.00
10 E 800 310 162124 000				GENERAL FUND/GIRLS SWIMMING/PERSONAL SERVICES		30.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
61706	WIL-KIL PEST CONTROL	11/21/2011	1934360	COLBY HIGH SCHOOL MONTHLY PEST CONTROL	0	36.50	73.50
10 E 800 320 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/PROPERTY SERVICE		36.50	
			1934488	CDEC MONTHLY PEST CONTROL	0	37.00	
10 E 800 320 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/PROPERTY SERVICE		37.00	
61707	WI DEPT OF JUSTICE	11/21/2011	OCTOBER 2011	RECORD NAMES SEARCH	0	42.00	42.00
10 E 800 310 232100 000				GENERAL FUND/OFFICE OF SUPERINTENDENT/PERSONAL SERVICES		42.00	
61708	WIS SKILLSUSA CENTER, INC.	11/21/2011	5001A	AFFILIATION FEE	0	150.00	150.00
10 E 800 940 161333 000				GENERAL FUND/VOC.INDUSTRIAL CLUBS OF AM./DUES & FEES		150.00	
61709	WISCONSIN SCHOOL MUSIC ASSN.	11/21/2011	#1162-10155	2011-2012 ANNUAL ENROLLMENT FORM	0	285.00	285.00
10 E 800 940 125400 000				GENERAL FUND/VOCAL MUSIC/DUES & FEES		285.00	
61710	XCEL ENERGY	11/21/2011	ADAMS ST HOUSE	10/05/11-11/03/11	0	59.10	11,217.08
10 E 800 336 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T		59.10	
				ATHLETIC FIELD - 10/05/11 - 11/04/11	0	398.88	
10 E 800 336 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T		398.88	
				CD/EC 10/05/11-11/03/11	0	197.29	
10 E 800 336 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T		197.29	
				COLBY ELEMENTARY 10/05/11 - 11/04/11	0	1,714.01	
10 E 800 336 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T		1,714.01	
				COLBY HIGH SCHOOL 10/05/11 - 11/04/11	0	8,847.80	
10 E 800 336 253300 000				GENERAL FUND/OPERATION OF BUILDINGS/ELECTRICITY OTHER T		8,847.80	
61711	ZARNOTH BRUSH WORKS INC	11/21/2011	0136283-IN	WAFER BROOM REFILL	0	359.45	359.45
10 E 800 320 254490 000				GENERAL FUND/REPAIR OTHER EQUIP/PROPERTY SERVICE		359.45	

121 Computer Check(s) For a Total of 126,468.50

# SCHOOL DISTRICT OF COLBY EDUCATION CENTER

Dr. Steven Kolden, Superintendent

## **DISTRICT GRIEVANCE PROCEDURE** *Administrative Procedure effective July 1, 2011*

1.01 **Definition** A grievance is defined as a dispute or misunderstanding regarding the actions of School District officials with regard to only the following:

- Employee termination
- Employee discipline
- Workplace safety

The non-renewal of an individual teacher contract (for certified staff) issued pursuant to Section 118.21 and Section 118.24, Wis. Stats., are not subject to this procedure and are addressed solely under the timelines and procedures mandated by Section 118.22 and Section 118.24 of the Wisconsin Statutes, as applicable.

### Definitions:

Employee Termination – Specifically excludes voluntary termination/quits, layoffs, retirement, non-renewals, job abandonment, and end of employment due to temporary employment and job transfers.

Employee discipline – Specifically excludes oral and written reprimands, performance improvement plans, notice of expectations, required counseling, transfers/reassignments, and paid administrative leaves. Would include unpaid suspensions, disciplinary demotion and other disciplinary action impacting pay/wage.

Workplace safety – includes workplace issues that impact the health and safety of any employee.

### 1.02. **Procedure**

Step 1: Prior to filing a written grievance, employees should discuss any problem or complaint with their Principal to see if the grievance can be resolved.

Step 2: If the grievance cannot be resolved at Step 1, the employee must file a written grievance with their Principal no later than ten (10) calendar days from the date the employee first became aware of the termination, discipline, or workplace safety condition causing the grievance.

The Principal shall respond to the grievance in writing within seven (7) calendar days of receipt of the written grievance.

Step 3: If the grievance is not settled at Step 2, the employee must file a written request for a hearing before an impartial hearing officer. This request must be received by the Superintendent no later than fourteen (14) calendar days after the employee receives the Principal's written response. The hearing on the issue addressed in the grievance shall be held at a mutually agreeable time.

Step 4: The Superintendent shall transmit the grievance and all responses to the Hearing Officer. As soon as is practicable thereafter, the Superintendent or designee shall schedule dates and secure a room for the hearing. All hearings shall be held in a public building.

The Hearing Officer shall have the authority to administer oaths and issue subpoenas at the request of the parties and shall be responsible for the fair and orderly conduct of the hearing and the preservation of the record. Any party requesting a subpoena will be responsible for the fees associated with the subpoena. All testimony shall be taken under oath and shall be recorded by a court reporter under the supervision and control of the Hearing Officer. All cost associated with the court reporter and preparation of a transcript of the hearing shall be paid by the School District. The School District shall have the burden of proof to substantiate and justify the action taken against the employee by the preponderance of the evidence.

The Hearing Officer may only overrule disciplinary action if the action taken by the School District was arbitrary and capricious.

The Hearing Officer shall submit his or her decision affirming or reversing the action with the reasons therefore in writing to the Superintendent within thirty (30) calendar days of the close of the hearing or the submission of the parties' briefs, if any, whichever is later. The Superintendent shall mail a copy of the Hearing Officer's decision to the last known address of each of the parties.

Step 5: Within fourteen (14) calendar days of the date the Hearing Officer's decision is mailed, either party may file with the Superintendent a written notice of appeal of the Hearing Officer's determination to the School Board. Any such appeal shall be on the written record, the preparation of which shall be the responsibility of the party seeking the appeal. The appealing party shall supply a copy of the written record to the other party without charge. The written record shall be filed with the Superintendent within twenty (20) calendar days of the notice of appeal. The School Board shall receive no further evidence on the matter but may request additional briefs of the parties on matters which were raised before the Hearing Examiner. The School Board shall have the right to secure outside counsel if necessary during the process.

Step 6: Within sixty (60) calendar days of the receipt of the written record, the School Board shall make and file its written decision with the Superintendent. The Superintendent shall within five (5) calendar days mail a copy of the decision to the last known address of the grievant. The Hearing Examiner's determination shall be affirmed if the School Board determines that credible evidence in the record and subsequent briefs support it. If the determination is not supported by a majority of the School Board, the Committee may reverse the determination or modify it to serve the best interest of the School District.

1.03 Hearing Officer. The School District may contract with a Hearing Officer to hear and determine appeals at Step 4. Any Hearing Officer so engaged shall not be a School District employee or entitled to any compensation or benefit other than those described herein:

(1) Hearing Officer List

The Superintendent shall maintain a panel of at least five (5) individuals who have indicated a willingness to serve in such capacity and who are experienced in personnel matters or who are attorneys, or retired members of the judiciary.

(2) Compensation

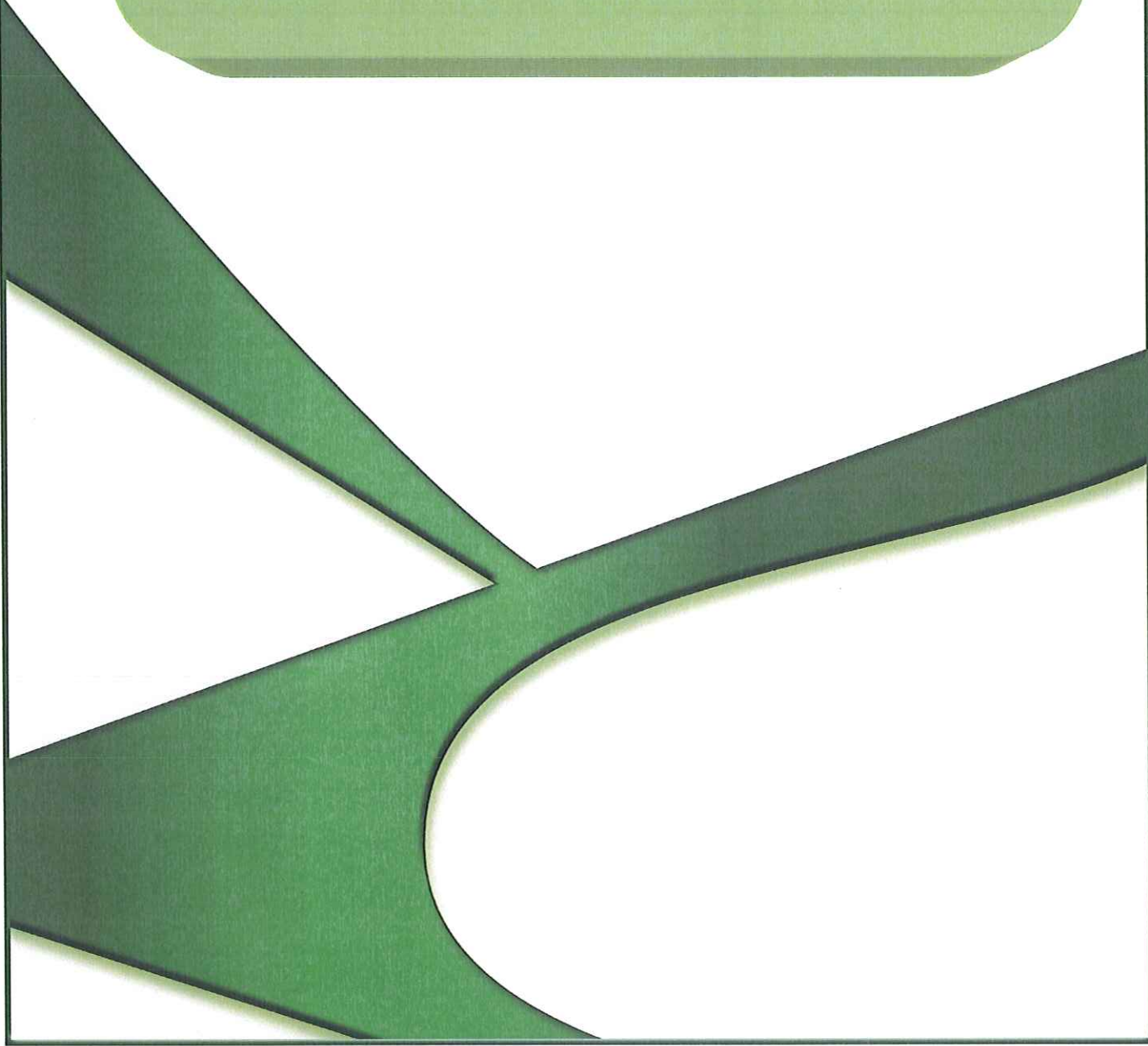
The Hearing Officer shall be compensated at the Hearing Officer's regular rate for the hearing and time spent composing the decision. Compensation for a Hearing Officer will be split evenly between the School District and the party appealing a disciplinary action.

1.04. Settlement of Grievance

A grievance shall be considered waived if not filed or appealed within the grievance timelines. A grievance shall be considered settled at the completion of any step in the procedure if all Parties concerned are mutually satisfied. All settlements shall be in writing and signed by the grievant and the Superintendent. Dissatisfaction is implied in recourse from one step to the next.

*Revised 11-21-11*

**PART IV - EXEMPT EXECUTIVE  
SUPPORT, SPECIALISTS,  
SUPERVISORY AND  
ADMINISTRATIVE EMPLOYEES**

A large, stylized green graphic element that resembles a thick, curved arrow or a ribbon. It starts from the left side, curves downwards and then upwards, crossing itself in the middle, and extends towards the right side of the page. The graphic is composed of two overlapping paths, creating a central void.

## Exempt Executive, Specialists, Supervisory Employees (Salaried)

### Letter of Appointment

School District of Colby

Colby, WI

It is hereby agreed between the Board of Education of the School District of Colby, party of the first part, and "NAME", party of the second part, that said party of the second part shall perform the duties of "POSITION" for "DAYS" days during the "SCHOOL YEAR" school year in such buildings and at such times beginning on or about "CONTRACT YEAR" as the Board shall direct the sum of "SALARY" per year, payable in bi-weekly installments, providing that any month's pay will be withheld until all duties required by the Board of Education, Superintendent of Schools, and other administrative personnel have been properly fulfilled as required.

1. It is Further Agreed by the party of the second part, that wages or salary shall begin at the time he or she reports for duty. The wages or salary shall be paid on such calendar dates as set by the Board of Education.
2. It is Further Agreed by the party of the second part, that this contract is made subject to all the rules and regulations of said Board of Education now in force and such as may hereafter be adopted, including the directions of the Superintendent of Schools.
3. It is Further Agreed by the party of the second part, when first employed and thereafter according to Board Policy, to submit a report of medical examination on forms furnished by the school board. This examination is to be paid for by the school district and is to include only those medical provisions as required by state law.
4. It is Further Agreed that the party of the second part shall be entitled to leave and vacation as identified in the employee handbook.
5. It is Further Agreed that the School District will pay 100% of the premium per month, for coverage under the group dental insurance and 100% for coverage under the group health insurance program. Plan details shall be specified in the employee handbook.
6. It is Further Agreed that the School District shall provide and make payment for long-term Income Protection Insurance in case of disability.
7. It is Further Agreed that the Board of Education agrees to pay a portion of the employee's current year's salary into the Colby Public Schools, Trustee Account Pension Plan or Wisconsin Deferred Comp, Non-instructional Employees, or WRS provided the employee qualifies for and belongs to the plan; as defined in the employee handbook.
8. It is Further Agreed that either party may terminate this contract immediately following written notice. The employee is considered an "at will" employee of the School District.

In witness thereof the parties have executed this instrument this "DATE" day of "MONTH/YEAR".

Board of Education, School District of Colby

By \_\_\_\_\_, Clerk

Please sign and return one copy of this contract to CDEC by "RETURN DATE".

\_\_\_\_\_  
"EMPLOYEE NAME"

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address



## **SECTION 1. DISCIPLINE, TERMINATION AND NONRENEWAL**

### **1.01 Standard for Discipline and Termination**

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

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

### **1.02 Disciplinary Materials**

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

## **SECTION 2. JOB RESPONSIBILITIES**

### **2.01 Executive Staff License or Certificate**

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

### **2.02 Job Description**

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

## **SECTION 3. WORK SCHEDULES**

### **3.01 Work Schedules for Executive Staff**

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

## **SECTION 4. PROFESSIONAL GROWTH**

### **4.01 Requirement to Remain Current**

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

## **SECTION 5. EXECUTIVE STAFF EVALUATION**

### **5.01 General Provisions**

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

### **5.02 Evaluation Frequency**

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

### **5.03 Evaluators**

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

## **SECTION 6. PROFESSIONAL COMPENSATION**

### **6.01 Professional Compensation**

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

## **SECTION 7. PAID VACATION**

### **7.01 Notice**

Each employee shall be notified of their total number of vacation days by September 15th of each year.

### **7.02 Calendar Year (two hundred and sixty (260) scheduled work days) Full-Time and Part-Time Employees**

A paid vacation is a day off with pay for the number of hours the employee normally works. Paid Vacation will be provided to Calendar Year Full-time and Calendar Year Part-time employees according to the following schedule:

<b>Number of Years Worked</b>	<b>Vacation Days Earned</b>
After one (1) year of service	10 days
After three (3) years of service	12 days
After five (5) years of service	14 days
After seven (7) years of service	16 days
After nine (9) years of service	18 days
After eleven (11) years of service	20 days
Every Year after fifteen (12)	1 day per year up to 25 days

### **7.03 Vacation Accumulation**

An employee may carry over a total of 10 vacation days from the prior year to the next year's vacation amount. Vacation days, in excess of the days carried over above, not used by the end of the applicable twelve month period, i.e. June 30<sup>th</sup>, shall be paid out at the daily rate.

### **7.04 Scheduling of Vacation**

Vacation time may be taken in full blocks, or in shorter blocks not less than one hour as arranged with the immediate supervisor. Requests for vacation time shall normally be made and approved at least five (5) working days prior to taking such leave, however, vacation time requested with less than five (5) working days notice may be approved by the District Administrator and/or his/her designee. No employee may be denied the ability to take all of his or her accrued vacation during a 12-month period,

but the District Administrator and/or his/her designee shall have the right to schedule vacations on a first-come, first-served basis, as necessary to accomplish work objectives.

### **7.05 Payment upon Termination/Transfer to a Position Not Eligible for Vacation**

Any employee who terminates his or her employment for any reason, other than discharge, or any employee who transfers to a position that is not eligible for vacation, shall be entitled to the vacation pay remaining in his or her accumulation, as well as a pro-rated amount of the vacation that the employee would have received upon his or her next anniversary. Compensation for any unused vacation days will be equal to the daily wages per accumulated day at the time of the employee's termination and will be remitted on the final paycheck.

### **7.06 Holidays during Vacation**

Should a paid holiday fall during an employee's vacation period the employee shall be allowed to take an additional day of vacation in lieu of such holiday.

## **SECTION 8. HOLIDAYS**

### **8.01 Holidays Defined**

A paid holiday is a day off with pay for the number of hours the employee normally works. Paid holidays will be provided to full-time and part-time employees according to the following schedule:

A. Employees working a full calendar year (260 work days)

January 1	Thanksgiving Day
Memorial Day	Day after Thanksgiving Day
Good Friday	December 24
July 4	December 25
Labor Day	December 31

### **8.02 Holidays Falling on Weekends**

If any of the holidays listed above, fall on a Saturday, the preceding workday shall be observed as the holiday. If any of the above named holidays falls on a Sunday, the following workday shall be observed as the holiday. If January 1st falls on a Sunday and school is scheduled to begin on the following Monday, the preceding Thursday shall be observed as the December 31st holiday and the preceding Friday shall be observed as the January 1st Holiday. If December 24 and December 31 fall on a Sunday, the preceding Friday shall be declared the holiday.

### **8.03 Retirement Contributions**

Exempt Executive and supervisory employees who have worked over 1,000 hours in one fiscal year for the District are eligible to participate in the Colby School District Employee Pension Plan or Wisconsin Deferred Compensation Program, non-instructional employees, to which the employee contributes 4% and the District contributes 8% of the employee's annual salary.

Specialists who work 440 hours in one fiscal year for the District are eligible to participate in the Wisconsin Retirement System (WRS); any specialists hired after July 1, 2011 must work 880 hours in one fiscal year. The Board agrees to contribute the employer's share. The employee agrees to pay the employee's required WRS contribution as required by state statute requirements. Under no circumstances shall the Board pay the employee's required WRS contribution.

## SECTION 9. POST-EMPLOYMENT BENEFITS

### 9.01 Voluntary Early Retirement Benefit Program

#### B. Eligibility

Exempt Executive, Specialists, Supervisory and Administration employees will be eligible for the early retirement benefit provided for in this Article if they declare, in writing, to the Board of Education, their retirement intentions prior to February 1 of the calendar year in which they intend to retire, and during that calendar year they:

- a) Have reached fifty-seven (57) years of age or older, but are not yet eligible for Medicare and unreduced social security benefits, and;
- b) Have been employed at least twenty (20) years in the Colby School District.

#### B. Application and Limitation. Application for participation in the early retirement benefit provided for in this Article must be made by the employee in writing and submitted to the School Board.

#### C. Early Retirement Benefit Health Insurance. Upon retirement, for an eligible employee whose application has been approved, the district will credit up to sixty thousand (\$60,000) dollars towards health insurance / medical expenses for up to ninety-six (96) months or until the teacher becomes entitled to Medicare and unreduced social security benefit eligibility, whichever occurs first.

Previous individual HRA (Health Retirement Account) payments shall be included in this benefit.

In the event of death of the retiree, his or her spouse will be eligible to the above credits on the above basis as if the retiree was still living.

#### D. For employees hired after July 1, 2011;

- a) Shall not be eligible for retirement provisions as identified in section 11.02
- b) Shall have \$3,000 designated in an HRA (Health Retirement Account) to be used for health insurance benefits.
- c) The HRA benefit shall be vested at the completion of the employee's sixth full year of service in the Colby School District.
- d) HRA's designated for retirement health benefits are paid based upon the full time equivalency of the employee's contract.



**PART V - CO-CURRICULAR  
EMPLOYEES**

## Personnel Letter of Appointment

School District of Colby

Colby, WI

It is hereby agreed between the Board of Education of the School District of Colby, party of the first part, and "EMPLOYEE NAME", party of the second part that said party of the second part shall perform the duties of "POSITION", during the "YEAR" school year as the Board shall direct the sum of "\$\$\$", providing that any pay will be withheld until all duties required by the Board of Education, Superintendent of Schools, and other administrative personnel have been properly fulfilled as required.

It is Further Agreed by the party of the second part, that this contract is made subject to all the rules and regulations of said Board of Education now in force and such as may hereafter be adopted, including the directions of the Superintendent of Schools and other administrative personnel.

It is Further Agreed by the party of the second part, when first employed and thereafter according to Board Policy, to submit a report of medical examination of forms furnished by the school board. This examination is to be paid for by the school district and is to include only those medical provisions as required by state law.

It is Further Agreed by the party of the second part, that wages shall begin at the time he or she reports for duty. The wages or salary shall be paid bi-weekly on such calendar dates as set by the Board of Education.

Please sign and return one copy of this contract by "RETURN DATE".

Dated this <sup>th</sup> day of "DATE".

By \_\_\_\_\_, Clerk  
Board of Education, School District of Colby

\_\_\_\_\_  
"EMPLOYEE NAME"

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address  
\_\_\_\_\_

## **SECTION 1. ATHLETIC AND ACTIVITY ASSIGNMENTS**

### **1.01 Letter of Appointment**

Employees shall assume responsibility for the supervision of the extra-curricular activities that are included in their letters of appointment. Such activities shall be governed according to the following guidelines:

- A. Activity assignments will be offered to the individual who, in the sole discretion of the District, is the most qualified applicant. However, under no circumstances shall a Board member work as a coach, assistant coach, advisor, or assistant advisor to an extra-curricular activity (on either a paid or a volunteer basis).
- B. The stipend for extra-curricular activities shall be specified in the letter of assignment.
- C. The letter of appointment shall not be deemed a contract, and individuals holding extra-curricular positions are at-will employees.

### **1.02 Payments**

Payments for extra-curricular activities shall be made in accordance with District payroll procedures. However, wages earned shall be paid at least monthly, with no longer than 31 days between pay periods.

### **1.03 Work Schedule**

Extra-curricular assignments may occasionally occur during part of an employee's regular workday in his/her other position(s) with the District (e.g., as a teacher). In such cases, the employee shall consult with the supervisor of his/her regular assignment to determine the appropriate course of action. In the supervisor's sole discretion, the employee may be (1) required to work a flexible schedule to make up time lost during his/her regular workday; (2) relieved from the requirement to make up the time lost; (3) required to re-schedule the extra-curricular activity; or (4) required to take any other action that the supervisor deems reasonable.

### **1.04 Evaluation of Extra-Curricular Appointments**

Individuals holding extra-curricular appointments shall be evaluated in the manner and frequency that their supervisor deems appropriate. When determining the manner and frequency of evaluations, the supervisor may take into account such factors as (1) the individual's experience with the particular activity; (2) input received from participants, parents, and other stakeholders; (3) the extent to which an individual needs additional guidance or oversight; and (4) any other consideration that a supervisor, in his/or reasonable discretion, deems appropriate.

### **1.05 Volunteers**

Upon approval from the head coach/advisor and the athletic director or principal, an individual may serve as a volunteer coach/advisor for an extra-curricular activity. The following guidelines apply to volunteers and can be found in the [Volunteer Handbook – Administrative Procedure #549.2](#) and at [www.colby.k12.wi.us](http://www.colby.k12.wi.us):

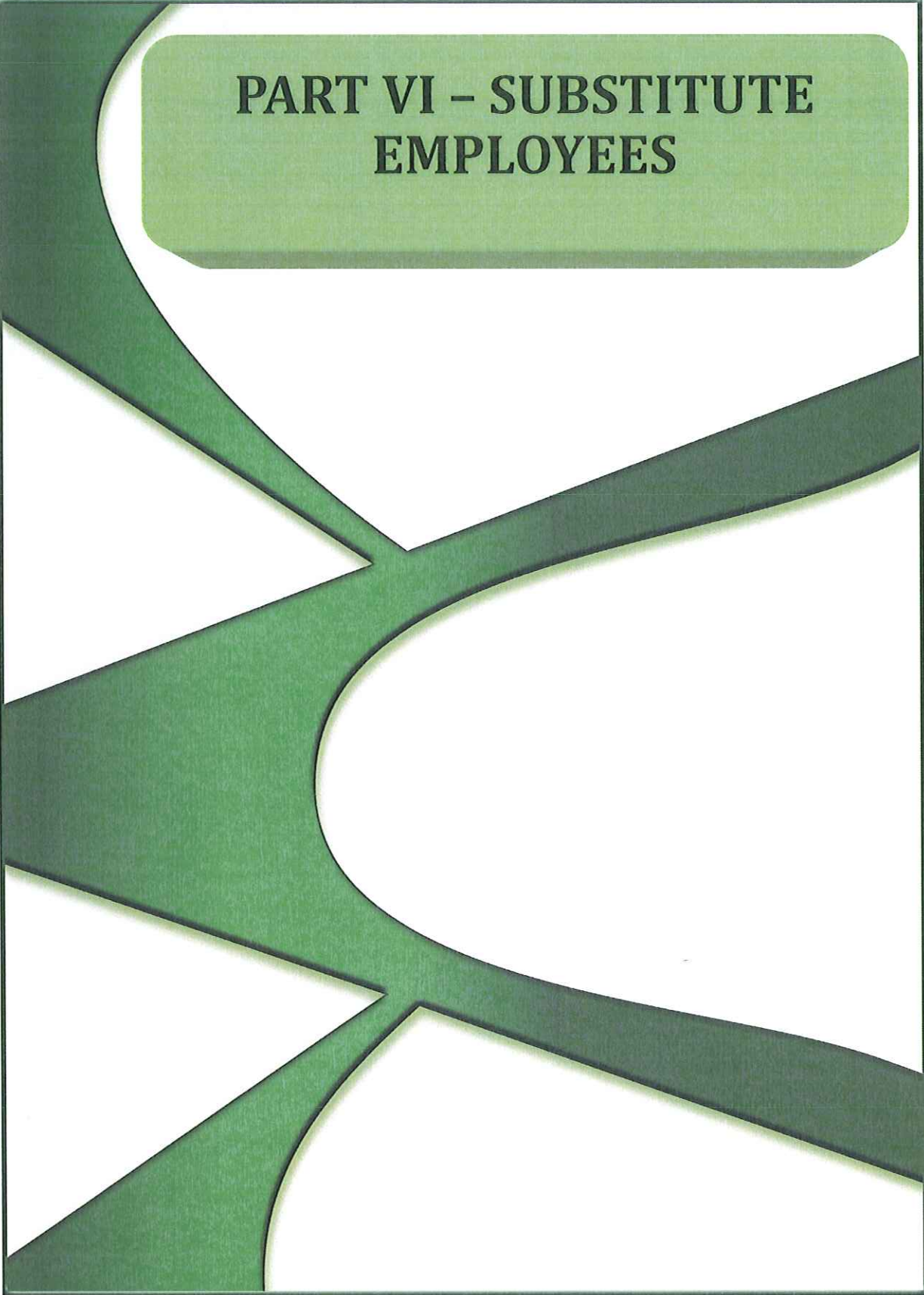
- A. They will not be eligible for salary/wages, stipend, or benefits;
- B. They will be covered by the District's general liability insurance policy while acting as a volunteer coach for the District. However, there is no coverage under the District's liability insurance policy for claims made against volunteers by other volunteers or District employees;

- C. They will be responsible for their own personal injuries(i.e., ineligible for worker's compensation);
- D. They must consent to a background check and agree to have a tuberculin skin (TB) test;
- E. They must follow all District activity and athletic policies and procedures and other District policies as applicable;
- F. They accept direct and indirect supervision of the head coach; and,
- G. They may be dismissed at any time without cause.

### **1.06 Extra-Curricular Pay Schedule**

Extra-curricular employees shall be paid in accordance with the Extra Curricular Pay Schedule [[Appendix Part V – 1.06](#)].





**PART VI - SUBSTITUTE  
EMPLOYEES**

## SECTION 1. ALL SUBSTITUTE EMPLOYEES

### 1.01 Pre-Employment Requirements

All new substitute staff hires will have to meet all new staff requirements, including but not limited to, a physical examination (including a tuberculin test or chest x-ray), and a criminal background check as deemed necessary by administration.

## SECTION 2. SUBSTITUTE TEACHERS

### 2.01 Licensure and/or Permit

All substitute teachers shall have the necessary license and/or permit required by state law to serve in the substitute teaching assignment.

### 2.02 Training and Evaluation

Suitable programs of training, orienting and evaluating the work of substitute teachers may be provided by the instructional staff and/or the District as appropriate.

### 2.03 Assignment and Professional Responsibilities

- A. Assignments: Substitutes shall be assigned at the discretion of the District.
- B. A copy of the appropriate school policies, an outline of the absence and tardiness procedures, recess schedule (if applicable), teacher's daily schedule, general class schedule (bell schedule when applicable), name of any individual designated in charge of discipline, seating charts, class schedule and lesson plans for all classes to be taught shall be made available to the substitute. School Board policies will be available to the substitute on the District website.
- C. Notifying/Declining Daily Substitute Call/Mistaken Acceptance of Assignment
  1. A substitute teacher may refuse an automated or personal daily call. The District may, in its sole discretion, unilaterally remove individuals from the substitute teacher list if the substitute demonstrates a pattern or practice of declining assignments.
  2. A substitute who accepts a job by mistake will contact the district as soon as possible to rectify the error. A substitute who wishes to cancel an assignment on the current date must inform the building secretary by phone. Any substitute teacher who abuses the cancellation privilege, in the District's discretion, may have their name removed from the substitute list.
- D. Professional Responsibilities:

The professional responsibilities and duties of substitutes shall be consistent with the regular teacher's responsibilities and duties for whom they are substituting. When a substitute is employed as a long-term substitute teacher, or is employed at the end of the semester, and is expected to close out school records, do report cards, and inventories, he/she may be given up to one day to complete these tasks if deemed necessary by the principal. The substitute will be compensated at the applicable substitute rate.
- E. Long-Term Substitute Assignment
  1. When a substitute is assigned for more than ten (10) consecutive days in the same position, then the long-term rates apply, unless such long-term is known in advance, in which case payment will begin on the first day. The substitute's hourly rate shall be computed based on the number of periods per day in a building (e.g. at elementary level – eight (8) hours).

2. Responsibilities of the long-term substitute teacher shall be the same as the regular classroom teacher.
- F. Substitute Teaching Day: substitute's teaching day shall be eight (8) hours, excluding the duty free lunch, when subbing for a full-time teacher who is absent for a whole day. If a teacher does not have a full schedule of classes the time will be prorated. A substitute's teaching day may be less than eight (8) hours if the substitute is replacing a teacher on a partial absence.

## 2.04 Compensation

- A. Daily Rate: Substitute teachers shall receive compensation for services rendered. Substitute teachers shall be employed at the rate established by the District. Substitute teachers shall be paid in accordance with the Substitute Teacher Pay Schedule [[Appendix Part VI – 2.07](#)]. Part-time substitute teachers shall be paid on a prorated basis based off of the full daily rates set forth above. The substitutes' hourly rate shall be computed based on the number of periods per day in a building. (At the elementary level - 8 hours.)
- B. Homebound or Alternative Site Instruction
1. Substitute teachers who are contracted to provide homebound or alternative site instruction to a student of this school district, shall be compensated at the rate of \$12.50 per hour.
  2. Substitute teachers will be paid mileage from the student's school to the student's location and back pursuant to the terms of the *Handbook*.

## 2.05 Dismissal/Removal from Substitute List

Substitute teachers are casual employees and therefore have no expectation of continued employment. As such substitute teachers may be disciplined or discharged for any reason without recourse to the grievance procedure. Substitute teachers may also be removed from the substitute call list at the discretion of the district.

## 2.06 Miscellaneous Provisions

- A. In-Service: Each per diem substitute may be required to participate in new teacher orientation or teacher in-service day programs in the schools. Per diem substitutes shall be paid at their applicable rate for in-service participation if the employer requires them to attend. Long-term substitutes will be required to attend in-service days and will receive their long-term rate. The principal may, in his/her discretion, determine and notify the long-term substitute that he/she is not required to attend an in-service day(s) and will not be paid for that day. Substitute teachers may participate in after school/summer in-services at no cost, provided teachers members and/or administrators are able to attend without cost. Substitute teachers may participate in after school/summer in-services at the same cost as teachers provided the vendor offers such a discount to substitute teachers. The substitute teacher may participate at the cost established by the vendor if the vendor does not offer such a discount to substitute teachers. Substitute teachers availability to participate in all of the above school/summer in-services will be on a space available basis as determined by the District.
- B. Duty Free Lunch: All substitutes shall be provided with a daily duty-free lunch period of at least thirty (30) continuous minutes.
- C. In-service/Orientation: The District may provide an orientation at the beginning of each school year. Attendance at the in-service will be voluntary and the in-service shall last no more than two (2) hours. Substitute teachers attending the in-service will not be compensated for their attendance.

- D. Online Services: Long-term substitutes will be provided district email accounts and network access.

## **2.07 Substitute Teacher Pay Schedule**

### **SECTION 3. SUPPORT STAFF SUBSTITUTES**

#### **3.01 Licensure and/or Permit**

All substitute support staff shall have the necessary license and/or permit required by state law to serve in the substitute assignment.

#### **3.02 Training and Evaluation**

Suitable programs of training, orienting and evaluating the work of substitute support staff may be provided by other district staff and/or the District as appropriate.

#### **3.03 Assignment and Professional Responsibilities**

- A. Assignments: Substitutes shall be assigned at the discretion of the District.
- B. Board Policies: A copy of the appropriate school policies shall be made available to the substitute upon request.
- C. Notifying/Declining Daily Substitute Call/Mistaken Acceptance of Assignment
1. A substitute may refuse an automated or personal daily call. The District may, in its sole discretion, unilaterally remove individuals from the substitute list if the substitute demonstrates a pattern or practice of declining assignments.
  2. A substitute who accepts a job by mistake will contact the district as soon as possible to rectify the error. A substitute may also cancel an assignment using the automated system in advance of the current day without providing notification to the Secretary, District Substitutes. A substitute who wishes to cancel an assignment on the current date must inform the Secretary, District Substitutes by phone. Any substitute who abuses the cancellation privilege, in the District's discretion, will have their cancellation rights revoked.
- D. Responsibilities: The responsibilities and duties of substitutes shall be consistent with the regular employee's responsibilities and duties for whom they are substituting.
- E. Substitute Day: The substitute's length of service will be determined by the District.

#### **3.04 Compensation**

Hourly Rate: Substitute employees shall receive compensation for services rendered as determined by the District. Substitutes shall be employed at the rate established by the District. Substitute employees shall be paid in accordance with the Substitute Pay Schedule [[Appendix Part VI – 3.07](#)].

#### **3.05 Dismissal/Removal from Substitute List**

Substitute employees are casual employees and therefore have no expectation of continued employment. As such substitute employees may be disciplined or discharged for any reason without recourse to the grievance procedure. Substitute employees may also be removed the substitute call list at the discretion of the district.

### **3.06 Miscellaneous Provisions**

- A. In-Service: Each per diem substitute may be required to participate in new employee orientation or in-service day programs in the schools. Substitutes shall be paid at their applicable hourly rate for in-service participation if the employer requires them to attend.
- B. Duty Free Lunch: All substitutes shall be provided breaks and lunch periods consistent with the support staff person that the substitute is replacing.
- C. In-service/Orientation: The District may provide an orientation at the beginning of each school year. Attendance at the in-service will be voluntary and the in-service shall last no more than two (2) hours. Substitutes attending the in-service will not be compensated for their attendance.

# COLBY SCHOOL DISTRICT

## 2011-12 SNOW REMOVAL BIDS

	Steen Construction, Inc. N16206 Liberty Street Dorchester, WI 54425	Allar Services, LLC 1107 South LaSalle Street Spencer, WI 54479	SJS W2866 Eddy Road Curtiss, WI 54422
<b>END LOADER</b>	\$80/HOUR	\$99/HOUR (3½ YARD)	\$70/HOUR (8YARD)
<b>TRUCK PLOW</b>	\$60/HOUR	\$45/HOUR	\$55/HOUR
<b>SALT</b>	NOT BID	\$125/TON	\$110/YARD
<b>SAND SALT</b>	NOT BID	NOT BID	\$35/YARD
<b>CERTIFICATE OF INSURANCE</b>	YES	YES	YES

**Denotes lowest bid.**

**WB-15 COMMERCIAL OFFER TO PURCHASE**

1 **BROKER DRAFTING THIS OFFER ON** 11/02/2011 [DATE] IS (AGENT OF SELLER) (AGENT OF BUYER) ~~(DUAL AGENT)~~ **[STRIKE TWO]**

2 **GENERAL PROVISIONS** The Buyer, Mark R. Jones

3 offers to purchase the Property known as [Street Address] 1115 W. 4th Riverview School & Stuckey Gym in the  
4 city of Neillsville, County of Clark, Wisconsin, (insert additional  
5 description, if any, at lines 293 - 297 or attach as an addendum per line 298), on the following terms:

6  **PURCHASE PRICE:** Fifty Thousand  
7 \_\_\_\_\_ Dollars (\$ 50,000.00 ).

8  **EARNEST MONEY** of \$ ~~XXXXXXXXXXXXXXXXXXXXXXX~~ accompanies this Offer and earnest money of \$ 3,500.00  
9 will be paid within 3 days of acceptance.

10  **THE BALANCE OF PURCHASE PRICE** will be paid in cash or equivalent at closing unless otherwise provided below.

11  **ADDITIONAL ITEMS INCLUDED IN PURCHASE PRICE:** Seller shall include in the purchase price and transfer, free and clear of encum-  
12 brances, all fixtures, as defined at lines 117 - 120 and as may be on the Property on the date of this Offer, unless excluded at lines 15 - 16, and  
13 the following additional items: \_\_\_\_\_

14 \_\_\_\_\_  
15  **ITEMS NOT INCLUDED IN THE PURCHASE PRICE:** *CAUTION: Address rented fixtures or trade fixtures owned by tenants, if*  
16 *applicable. Sellers personal property*

17 All personal property included in purchase price will be transferred by bill of sale or none

18 **ACCEPTANCE** Acceptance occurs when all Buyers and Sellers have signed an identical copy of the Offer, including signatures on separate  
19 but identical copies of the Offer. *CAUTION: Deadlines in the Offer are commonly calculated from acceptance. Consider whether short term*  
20 *deadlines running from acceptance provide adequate time for both binding acceptance and performance.*

21 **BINDING ACCEPTANCE** This Offer is binding upon both Parties only if a copy of the accepted Offer is delivered to Buyer on or before  
22 November 10, 2010. *CAUTION: This Offer may be withdrawn prior to delivery of the accepted Offer.*

23 **DELIVERY OF DOCUMENTS AND WRITTEN NOTICES** Unless otherwise stated in this Offer, delivery of documents and written notices  
24 to a Party shall be effective only when accomplished by one of the methods specified at lines 25 - 34.

25 (1) By depositing the document or written notice postage or fees prepaid in the U.S. Mail or fees prepaid or charged to an account with a com-  
26 mercial delivery service, addressed either to the Party, or to the Party's recipient for delivery designated at lines 28 or 30 (if any), for delivery to  
27 the Party's delivery address at lines 29 or 31.

28 Seller's recipient for delivery (optional): Coldwell Banker Rrenizer %Mike Krohn or designee

29 Seller's delivery address: 201 W. Upham Marshfield, WI 54449

30 Buyer's recipient for delivery (optional): Coldwell Banker Brenizer %Mike Krohn or designee

31 Buyer's delivery address: 201 West Upham Marshfield, WI 54449

32 (2) By giving the document or written notice personally to the Party or the Party's recipient for delivery if an individual is designated at lines 28 or 30.

33 (3) By fax transmission of the document or written notice to the following telephone number:

34 Buyer: ( 715 ) 384-4684 Seller: ( 715 ) 384-4684

35 **LEASED PROPERTY** If Property is currently leased and lease(s) extends beyond closing, Seller shall assign Seller's rights under said lease(s)  
36 and transfer all security deposits and prepaid rents thereunder to Buyer at closing. The terms of the (written)(oral) **[STRIKE ONE]** lease(s), if any,  
37 are \_\_\_\_\_

38 **RENTAL WEATHERIZATION** This transaction (is) ~~(is not)~~ **[STRIKE ONE]** exempt from State of Wisconsin Rental Weatherization Standards  
39 (Wisconsin Administrative Code, Comm 67). If not exempt, (Buyer) (Seller) **[STRIKE ONE]** will be responsible for compliance, including all costs.  
40 If Seller is responsible for compliance, Seller shall provide a Certificate of Compliance at closing.

41 **PLACE OF CLOSING** This transaction is to be closed at the place designated by Buyer's mortgagee or Title company  
42 \_\_\_\_\_ no later than November 30, 2011 unless another date or place is agreed to in writing.

43 **CLOSING PRORATIONS** The following items shall be prorated at closing: real estate taxes, rents, water and sewer use charges, garbage pick-  
44 up and other private and municipal charges, property owner's association assessments, fuel, payments under governmental agricultural programs  
45 and \_\_\_\_\_. Any income, taxes or expenses shall accrue to Seller and be prorated through  
46 the day prior to closing. Net general real estate taxes shall be prorated based on (the net general real estate taxes for the current year, if known,  
47 otherwise on the net general real estate taxes for the preceding year) ( \_\_\_\_\_ )

48 \_\_\_\_\_). **[STRIKE AND COMPLETE AS APPLICABLE]** *CAUTION: If Property has not been fully assessed for*  
49 *tax purposes (for example, recent land division or completed/pending reassessment) or if proration on the basis of net general real*  
50 *estate taxes is not acceptable (for example, changing mill rate), insert estimated annual tax or other basis for proration.*

51 **PROPERTY CONDITION PROVISIONS**

52  **PROPERTY CONDITION REPRESENTATIONS:** Seller represents to Buyer that as of the date of acceptance Seller has no notice or  
53 knowledge of conditions affecting the Property or transaction other than those identified in Seller's Real Estate Condition Report  
54 dated April 21, 2009, which was received by Buyer prior to Buyer signing this Offer and which is made a part of this Offer by reference

55 **[COMPLETE DATE OR STRIKE AS APPLICABLE]** and Property is being sold and accepted by the buyer "AS IS"

56 \_\_\_\_\_ **[INSERT CONDITIONS NOT ALREADY INCLUDED IN THE CONDITION REPORT]**

57 ■ A "condition affecting the Property or transaction" is defined as follows:

58 (a) planned or commenced public improvements which may result in special assessments or otherwise materially affect the Property or the  
59 present use of the Property;

60 (b) government agency or court order requiring repair, alteration or correction of any existing condition;

61 (c) completed or pending reassessment of the Property for property tax purposes;

62 (d) structural inadequacies which if not repaired will significantly shorten the expected normal life of the Property;

63 (e) any land division involving the Property, for which required state or local approvals were not obtained;

64 (f) construction or remodeling on the Property for which required state or local approvals were not obtained;

65 (g) any portion of the Property being in a 100 year floodplain, a wetland or shoreland zoning area under local, state or federal regulations;

66 (h) that a structure on the Property is designated as a historic building or that any part of the Property is in a historic district;

67 (i) material violations of environmental laws or other laws or agreements regulating the use of the Property;

68 (j) conditions constituting a significant health or safety hazard for occupants of the Property;

69 (k) underground or aboveground storage tanks for storage of flammable, combustible or hazardous materials including but not limited to gasoline  
70 and heating oil, which are currently or which were previously located on the Property; *NOTE: The Wisconsin Administrative Code contains*  
71 *registration and operation rules for such underground storage tanks.*

72 (l) high voltage electric (100 KV or greater) or steel natural gas transmission lines located on but not directly serving the Property;

73 (m) material levels of hazardous substances located on Property or previous storage of material amounts of hazardous substances on Property;

74 (n) other conditions or occurrences which would significantly reduce the value of the Property to a reasonable person with knowledge of the  
75 nature and scope of the condition or occurrence.

76 ■ **PROPERTY DIMENSIONS AND SURVEYS:** Buyer and Seller acknowledge that any Property, building or room dimensions, or total acreage  
77 or building square footage figures, provided to Buyer or Seller may be approximate because of rounding or other reasons, unless verified by  
78 survey or other means. Buyer also acknowledges that there are various formulas used to calculate total square footage of buildings and that total  
79 square footage figures will vary dependent upon the formula used. *CAUTION: Buyer should verify total square footage formula, Property,*  
80 *building or room dimensions, and total acreage or square footage figures, if material to Buyer's decision to purchase.*

81 ■ **INSPECTIONS:** Seller agrees to allow Buyer's inspectors reasonable access to the Property upon reasonable notice if the inspections are  
82 reasonably necessary to satisfy the contingencies in this Offer. Buyer agrees to promptly provide copies of all such inspection reports to Seller, and  
83 to listing broker if Property is listed. Furthermore, Buyer agrees to promptly restore the Property to its original condition after Buyer's inspections are  
84 completed, unless otherwise agreed with Seller. An "inspection" is defined as an observation of the Property which does not include testing of the  
85 Property, other than testing for leaking carbon monoxide, or testing for leaking LP gas or natural gas used as a fuel source, which are hereby authorized.

86 ■ **TESTING:** Except as otherwise provided, Seller's authorization for inspections does not authorize Buyer to conduct testing of the Property. A  
87 "test" is defined as the taking of samples of materials such as soils, water, air or building materials from the Property and the laboratory or other  
88 analysis of these materials. If Buyer requires testing, testing contingencies must be specifically provided for at lines 293 - 297 or in an addendum  
89 per line 298. Note: Any contingency authorizing such tests should specify the areas of the Property to be tested, the purpose of the test, (e.g., to  
90 determine if environmental contamination is present), any limitations on Buyer's testing and any other material terms of the contingency (e.g.,  
91 Buyer's obligation to return the Property to its original condition). Seller acknowledges that certain inspections or tests may detect environmental  
92 pollution which may be required to be reported to the Wisconsin Department of Natural Resources.

93 ■ **PRE-CLOSING INSPECTION:** At a reasonable time, pre-approved by Seller or Seller's agent, within 3 days before closing, Buyer shall have the  
94 right to inspect the Property to determine that there has been no significant change in the condition of the Property, except for ordinary wear and  
95 tear and changes approved by Buyer, and that any defects Seller has elected to cure have been repaired in a good and workmanlike manner.

96 ■ **ENVIRONMENTAL SITE ASSESSMENT:** An "environmental site assessment" (also known as a "Phase I Site Assessment") (see lines 279 to  
97 283) may include, but is not limited to: (1) an inspection of the Property; (2) a review of the ownership and use history of the Property, including a  
98 search of title records showing private ownership of the Property for a period of 80 years prior to the visual inspection; (3) a review of historic and  
99 recent aerial photographs of the Property, if available; (4) a review of environmental licenses, permits or orders issued with respect to the Property;  
100 (5) an evaluation of results of any environmental sampling and analysis that has been conducted on the Property; and (6) a review to determine  
101 if the Property is listed in any of the written compilations of sites or facilities considered to pose a threat to human health or the environment includ-  
102 ing the National Priorities List, the Department of Natural Resources' (DNR) registry of Abandoned Landfills, the DNR's Registry of Leaking  
103 Underground Storage Tanks, the DNR's most recent remedial response site evaluation report (including the Inventory of Sites and Facilities Which  
104 May Cause or Threaten to Cause Environmental Pollution). Any "environmental site assessment" performed under this Offer shall comply with  
105 generally recognized industry standards (e.g. current American Society of Testing and Materials "Standards for Environmental Site Assessments for  
106 Commercial Real Estate"), and state and federal guidelines, as applicable. *CAUTION: Unless otherwise agreed an*  
107 *"environmental site assessment" does not include subsurface testing of the soil or groundwater or other testing of the Property for*  
108 *environmental pollution.*

109 ■ **PROPERTY DAMAGE BETWEEN ACCEPTANCE AND CLOSING:** Seller shall maintain the Property until the earlier of closing or occupancy  
110 of Buyer in materially the same condition as of the date of acceptance of this Offer, except for ordinary wear and tear. If, prior to closing, the  
111 Property is damaged in an amount of not more than five per cent (5%) of the selling price, Seller shall be obligated to repair the Property and  
112 restore it to the same condition that it was on the day of this Offer. If the damage shall exceed such sum, Seller shall promptly notify Buyer in writ-  
113 ing of the damage and this Offer may be canceled at the option of Buyer. Should Buyer elect to carry out this Offer despite such damage, Buyer  
114 shall be entitled to the insurance proceeds relating to the damage to the Property, plus a credit towards the purchase price equal to the amount of  
115 Seller's deductible on such policy. However, if this sale is financed by a land contract or a mortgage to Seller, the insurance proceeds shall be  
116 held in trust for the sole purpose of restoring the Property.

117 **FIXTURES** A "Fixture" is an item of property which is physically attached to or so closely associated with land and improvements so as to be  
118 treated as part of the real estate, including, without limitation, physically attached items not easily removable without damage to the Property, items  
119 specifically adapted to the Property, and items customarily treated as fixtures. A "fixture" does not include trade fixtures owned by tenants of the  
120 Property. See Lines 11 to 17.

121 **OCCUPANCY** Occupancy of the entire Property shall be given to Buyer at time of closing unless otherwise provided in this Offer at lines 293 -  
122 297 or in an addendum per line 298. Occupancy shall be given subject to tenant's rights, if any.

123 **SPECIAL ASSESSMENTS** Special assessments, if any, for work actually commenced or levied prior to date of this Offer shall be paid by Seller  
124 no later than closing. All other special assessments shall be paid by Buyer. *CAUTION: Consider a special agreement if area assessments, prop-*  
125 *erty owner's association assessments or other expenses are contemplated. "Other expenses" are one-time charges or ongoing use fees for pub-*  
126 *lic improvements (other than those resulting in special assessments) relating to curb, gutter, street, sidewalk, sanitary and stormwater and storm*  
127 *sewer (including all sewer mains and hook-up and interceptor charges), parks, street lighting and street trees, and impact fees for other public*  
128 *facilities, as defined in Wis. Stat. § 66.55(1)(c) & (f).*



129 PROPERTY ADDRESS: 1115 W. 4th St. Neillsville, WI [page 3 of 5, WB-15]

130 OPTIONAL FINANCING CONTINGENCY: THE CONTINGENCY AT LINES 132 THROUGH 160 IS A PART OF THIS OFFER IF MARKED, SUCH  
131 AS WITH AN "X," AT LINE 132. IT IS NOT PART OF THIS OFFER IF IT IS MARKED N/A OR LEFT BLANK.

132  FINANCING CONTINGENCY: This Offer is contingent upon Buyer being able to obtain: **CHECK APPLICABLE FINANCING BELOW**

133  land contract financing from Seller at closing as further described at lines 136 to 153 and 161 to 168.

134  a \_\_\_\_\_ **INSERT LOAN PROGRAM** (fixed) (adjustable) **STRIKE ONE** rate first mort-  
135 gage loan commitment as further described at lines 136 to 149 and 154 to 178, within \_\_\_\_\_ days of acceptance of this Offer.

136 The financing selected shall be in an amount of not less than \$ \_\_\_\_\_ for a term of not less than \_\_\_\_\_ years, amortized  
137 over not less than \_\_\_\_\_ years. If the purchase price under this Offer is modified, the financed amount, unless otherwise provided, shall be  
138 adjusted to the same percentage of the purchase price as in this contingency and the monthly payments shall be adjusted as necessary to main-  
139 tain the term and amortization stated above.

140 IF FINANCING IS FIXED RATE the annual rate of interest shall not exceed \_\_\_\_\_ % and monthly payments of principal and interest shall  
141 not exceed \$ \_\_\_\_\_.

142 IF FINANCING IS ADJUSTABLE RATE the initial annual interest rate shall not exceed \_\_\_\_\_ %. The initial interest rate shall be fixed for  
143 \_\_\_\_\_ months, at which time the interest rate may be increased not more than \_\_\_\_\_ % per year. The maximum interest rate during the  
144 mortgage term shall not exceed \_\_\_\_\_ %. Initial monthly payments of principal and interest shall not exceed \$ \_\_\_\_\_. Monthly  
145 payments of principal and interest may be adjusted to reflect interest changes.

146 MONTHLY PAYMENTS MAY ALSO INCLUDE 1/12th of the estimated net annual real estate taxes, hazard insurance premiums, and private  
147 mortgage insurance premiums. The mortgage may not include a prepayment premium. Buyer agrees to pay a loan fee in an amount not  
148 to exceed \_\_\_\_\_ % of the loan. (Loan fee refers to discount points and/or loan origination fee, but DOES NOT include Buyer's other closing  
149 costs.) Note: Unless otherwise agreed, Buyer's delivery of any document labeled a loan commitment will satisfy this contingency.

150 IF FINANCING IS BY LAND CONTRACT \$ \_\_\_\_\_ shall be paid at closing (in addition to earnest money), interest rate following payment  
151 default shall be \_\_\_\_\_ %, the default period shall be \_\_\_\_\_ days for payments and \_\_\_\_\_ days for performance of any other  
152 obligations. Interest shall be calculated on a prepaid basis. Any amount may be prepaid on principal without penalty at any time. Buyer under-  
153 stands that if the term of the land contract is shorter than the amortization period a balloon payment will be due at the end of the term.

154 LOAN COMMITMENT: Buyer agrees to pay all customary financing costs (including closing fees), to apply for financing promptly, and to provide  
155 evidence of application promptly upon request by Seller. If Buyer qualifies for the financing described in this Offer or other financing acceptable  
156 to Buyer, Buyer agrees to deliver to Seller a copy of the written loan commitment no later than the deadline for loan commitment at line 135.  
157 Buyer's delivery of a copy of any written loan commitment (even if subject to conditions) shall satisfy the Buyer's financing contingency  
158 unless accompanied by a notice of unacceptability. CAUTION: BUYER, BUYER'S LENDER AND AGENTS OF BUYER OR SELLER  
159 SHOULD NOT DELIVER A LOAN COMMITMENT TO SELLER WITHOUT BUYER'S PRIOR APPROVAL OR UNLESS ACCOMPANIED BY A  
160 NOTICE OF UNACCEPTABILITY.

161 LAND CONTRACT: If this Offer provides for a land contract both Parties agree to execute a State Bar of Wisconsin Form 11 Land Contract, the  
162 terms of which are incorporated into this Offer by reference. Prior to execution of the land contract Seller shall provide the same evidence of mer-  
163 chantable title as required above and written proof, at or before execution, that the total underlying indebtedness, if any, is not in excess of the pro-  
164 posed balance of the land contract, that the payments on the land contract are sufficient to meet all of the obligations of Seller on the underlying  
165 indebtedness, and that all creditors whose consent is required have consented to the land contract sale. Seller may terminate this Offer if creditor  
166 approval cannot be obtained. Seller may terminate this Offer if Buyer does not provide a written credit report which indicates that Buyer is credit  
167 worthy based upon reasonable underwriting standards within 15 days of acceptance. Buyer shall pay all costs of obtaining creditor approval and  
168 the credit report. Seller shall be responsible for preparation and the expense of preparation of all closing documentation, including the land contract.

169 FINANCING UNAVAILABILITY: If financing is not available on the terms stated in this Offer (and Buyer has not already delivered an acceptable  
170 loan commitment for other financing to Seller), Buyer shall promptly deliver written notice to Seller of same including copies of lender(s)' rejection  
171 letter(s) or other evidence of unavailability. Unless a specific loan source is named in the financing contingency, Seller shall then have 10 days to  
172 give Buyer written notice of Seller's decision to finance this transaction on the same terms set forth in the financing contingency, and this Offer  
173 shall remain in full force and effect, with the time for closing extended accordingly. If Seller's notice is not timely given, this Offer shall be null and  
174 void. Buyer authorizes Seller to obtain any credit information reasonably appropriate to determine Buyer's credit worthiness for Seller financing.

175 SELLER TERMINATION RIGHTS: If Buyer does not make timely delivery of the loan commitment, Seller may terminate this Offer provided that  
176 Seller delivers a written notice of termination to Buyer prior to Seller's actual receipt of a copy of Buyer's written loan commitment.

177 NOTE: IF PURCHASE IS CONDITIONED ON BUYER OBTAINING FINANCING FOR OPERATIONS OR DEVELOPMENT CONSIDER ADDING  
178 A CONTINGENCY FOR THAT PURPOSE.

179 **TITLE EVIDENCE**

180  CONVEYANCE OF TITLE: Upon payment of the purchase price, Seller shall convey the Property by warranty deed (or other conveyance as  
181 provided herein) free and clear of all liens and encumbrances, except: municipal and zoning ordinances and agreements entered under them,  
182 recorded easements for the distribution of utility and municipal services, recorded building and use restrictions and covenants, general taxes levied  
183 in the year of closing and all others.

184 \_\_\_\_\_ (provided none of the  
185 foregoing prohibit present use of the Property), which constitutes merchantable title for purposes of this transaction. Seller further agrees to com-  
186 plete and execute the documents necessary to record the conveyance. WARNING: If Buyer contemplates improving or developing Property,  
187 or a change in use, Buyer may need to address municipal and zoning ordinances, recorded building and use restrictions, covenants  
188 and easements which may prohibit some improvements or uses. The need for building permits, zoning variances, environmental audits,

189 etc., may need to be investigated to determine feasibility of improvements, development or use changes for Property. Contingencies  
 190 for investigation of these issues may be added to this Offer. See lines 293 to 298.

191 ■ **FORM OF TITLE EVIDENCE:** Seller shall give evidence of title in the form of an owner's policy of title insurance in the amount of the purchase  
 192 price on a current ALTA form issued by an insurer licensed to write title insurance in Wisconsin. **CAUTION: IF TITLE EVIDENCE WILL BE GIVEN**  
 193 **BY ABSTRACT, STRIKE TITLE INSURANCE PROVISIONS AND INSERT ABSTRACT PROVISIONS.**

194 ■ **PROVISION OF MERCHANTABLE TITLE:** Seller shall pay all costs of providing title evidence. For purposes of closing, title evidence shall be  
 195 acceptable if the commitment for the required title insurance is delivered to Buyer's attorney or Buyer not less than 3 business days before clos-  
 196 ing, showing title to the Property as of a date no more than 15 days before delivery of such title evidence to be merchantable, subject only to liens  
 197 which will be paid out of the proceeds of closing and standard abstract certificate limitations or standard title insurance requirements and excep-  
 198 tions, as appropriate. **CAUTION: BUYER SHOULD CONSIDER UPDATING THE EFFECTIVE DATE OF THE TITLE COMMITMENT PRIOR TO**  
 199 **CLOSING, A "GAP ENDORSEMENT" TO THE TITLE COMMITMENT OR AN ESCROW CLOSING.**

200 ■ **TITLE ACCEPTABLE FOR CLOSING:** If title is not acceptable for closing, Buyer shall notify Seller in writing of objections to title by the time set for  
 201 closing. In such event, Seller shall have a reasonable time, but not exceeding 15 days, to remove the objections, and the time for closing shall be extend-  
 202 ed as necessary for this purpose. In the event that Seller is unable to remove the objections, Buyer shall have 5 days from receipt of notice thereof, to  
 203 deliver written notice waiving the objections, and the time for closing shall be extended accordingly. If Buyer does not waive the objections, this Offer  
 204 shall be null and void. Providing title evidence acceptable for closing does not extinguish Seller's obligations to give merchantable title to Buyer.

205 **DELIVERY/RECEIPT** Unless otherwise stated in this Offer, any signed document transmitted by facsimile machine (fax) shall be treated in all man-  
 206 ner and respects as an original document and the signature of any Party upon a document transmitted by fax shall be considered an original sig-  
 207 nature. Personal delivery to, or actual receipt by, any named Buyer or Seller constitutes personal delivery to, or actual receipt by Buyer or Seller.  
 208 Once received, a notice cannot be withdrawn by the Party delivering the notice without the consent of the Party receiving the notice. A Party may  
 209 not unilaterally reinstate a contingency after a notice of a contingency waiver has been received by the other Party. The delivery/receipt provi-  
 210 sions in this Offer may be modified when appropriate (e.g., when mail delivery is not desirable (see lines 25 - 31)). Buyer and Seller author-  
 211 ize the agents of Buyer and Seller to distribute copies of the Offer to Buyer's lender, appraisers, title insurance companies and any other settle-  
 212 ment service providers for the transaction.

213 **DATES AND DEADLINES** Deadlines expressed as a number of "days" from an event, such as acceptance, are calculated by excluding the day the  
 214 event occurred and by counting subsequent calendar days. The deadline expires at midnight on the last day. Deadlines expressed as a specific num-  
 215 ber of "business days" exclude Saturdays, Sundays, any legal public holiday under Wisconsin or Federal law, and other day designated by the President  
 216 such that the postal service does not receive registered mail or make regular deliveries on that day. Deadlines expressed as a specific number of "hours"  
 217 from the occurrence of an event, such as receipt of a notice, are calculated from the exact time of the event, and by counting 24 hours per calendar day.  
 218 Deadlines expressed as a specific day of the calendar year or as the day of a specific event, such as closing, expire at midnight of that day.

219 **DEFAULT** Seller and Buyer each have the legal duty to use good faith and due diligence in completing the terms and conditions of this Offer. A material  
 220 failure to perform any obligation under this Offer is a default which may subject the defaulting party to liability for damages or other legal remedies.

221 If Buyer defaults, Seller may:

- 222 (1) sue for specific performance and request the earnest money as partial payment of the purchase price; or
- 223 (2) terminate the Offer and have the option to: (a) request the earnest money as liquidated damages; or (b) direct Broker to return the  
 224 earnest money and have the option to sue for actual damages.

225 If Seller defaults, Buyer may:

- 226 (1) sue for specific performance; or
- 227 (2) terminate the Offer and request the return of the earnest money, sue for actual damages, or both.

228 In addition, the Parties may seek any other remedies available in law or equity.

229 The Parties understand that the availability of any judicial remedy will depend upon the circumstances of the situation and the discretion of the courts.  
 230 If either Party defaults, the Parties may renegotiate the Offer or seek nonjudicial dispute resolution instead of the remedies outlined above. By agreeing  
 231 to binding arbitration, the Parties may lose the right to litigate in a court of law those disputes covered by the arbitration agreement. **NOTE: IF**  
 232 **ACCEPTED, THIS OFFER CAN CREATE A LEGALLY ENFORCEABLE CONTRACT. BOTH PARTIES SHOULD READ THIS DOCUMENT**  
 233 **CAREFULLY. BROKERS MAY PROVIDE A GENERAL EXPLANATION OF THE PROVISIONS OF THE OFFER BUT ARE PROHIBITED BY LAW**  
 234 **FROM GIVING ADVICE OR OPINIONS CONCERNING YOUR LEGAL RIGHTS UNDER THIS OFFER OR HOW TITLE SHOULD BE TAKEN AT**  
 235 **CLOSING. AN ATTORNEY SHOULD BE CONSULTED IF LEGAL ADVICE IS NEEDED.**

#### 236 **EARNEST MONEY**

237 ■ **HELD BY:** Unless otherwise agreed, earnest money shall be paid to and held in the trust account of the listing broker (buyer's agent if Property  
 238 is not listed or seller if no broker is involved), until applied to purchase price or otherwise disbursed as provided in the Offer. **CAUTION: Should**  
 239 **persons other than a broker hold earnest money, an escrow agreement should be drafted by the Parties or an attorney. If someone other**  
 240 **than Buyer makes payment of earnest money, consider a special disbursement agreement.**

241 ■ **DISBURSEMENT:** If negotiations do not result in an accepted offer, the earnest money shall be promptly disbursed (after clearance from payor's  
 242 depository institution if earnest money is paid by check) to the person(s) who paid the earnest money. At closing, earnest money shall be disbursed  
 243 according to the closing statement. If this Offer does not close, the earnest money shall be disbursed according to a written disbursement  
 244 agreement signed by all Parties to this Offer (Note: Wis. Adm. Code § RL 18.09(1)(b) provides that an offer to purchase is not a written disbursement  
 245 agreement pursuant to which the broker may disburse). If the disbursement agreement has not been delivered to broker within 60 days after the date  
 246 set for closing, broker may disburse the earnest money: (1) as directed by an attorney who has reviewed the transaction and does not represent Buyer  
 247 or Seller; (2) into a court hearing a lawsuit involving the earnest money and all Parties to this Offer; (3) as directed by court order; or (4) any other  
 248 disbursement required or allowed by law. Broker may retain legal services to direct disbursement per (1) or to file an interpleader action per (2) and  
 249 broker may deduct from the earnest money any costs and reasonable attorneys fees, not to exceed \$250, prior to disbursement.

250 ■ **LEGAL RIGHTS/ACTION:** Broker's disbursement of earnest money does not determine the legal rights of the Parties in relation to this Offer.  
 251 Buyer's or Seller's legal right to earnest money cannot be determined by broker. At least 30 days prior to disbursement per (1) or (4) above, broker  
 252 shall send Buyer and Seller notice of the disbursement by certified mail. If Buyer or Seller disagree with broker's proposed disbursement, a lawsuit  
 253 may be filed to obtain a court order regarding disbursement. Small Claims Court has jurisdiction over all earnest money disputes arising out of the  
 254 sale of residential property with 1-4 dwelling units and certain other earnest money disputes. The Buyer and Seller should consider consulting attor-  
 255 neys regarding their legal rights under this Offer in case of a dispute. Both Parties agree to hold the broker harmless from any liability for good faith  
 256 disbursement of earnest money in accordance with this Offer or applicable Department of Regulation and Licensing regulations concerning earnest  
 257 money. See Wis. Adm. Code Ch. RL 18. **NOTE: WISCONSIN LICENSE LAW PROHIBITS A BROKER FROM GIVING ADVICE OR OPINIONS CON-**  
 258 **CERNING THE LEGAL RIGHTS OR OBLIGATIONS OF PARTIES TO A TRANSACTION OR THE LEGAL EFFECT OF A SPECIFIC CONTRACT OR**  
 259 **CONVEYANCE. AN ATTORNEY SHOULD BE CONSULTED IF LEGAL ADVICE IS REQUIRED.**

260 PROPERTY ADDRESS: 1115 W. 4th St. Neillsville, WI [page 5 of 5, WB- 15]

261 **TIME IS OF THE ESSENCE** "TIME IS OF THE ESSENCE" as to: (1) earnest money payment(s); (2) binding acceptance; (3) occupancy;  
262 (4) date of closing; (5) contingency deadlines **STRIKE AS APPLICABLE** and all other dates and deadlines in this Offer except:  
263 \_\_\_\_\_ . If "Time is of the Essence"

264 applies to a date or deadline, failure to perform by the exact date or deadline is a breach of contract. If "Time is of the Essence" does not apply  
265 to a date or deadline, then performance within a reasonable time of the date or deadline is allowed before a breach occurs.

266  **DOCUMENT REVIEW CONTINGENCY:** This Offer is contingent upon Seller delivering the following documents to Buyer within  
267 days of acceptance: **CHECK THOSE THAT APPLY**

- 268  Documents evidencing that the sale of the Property has been properly authorized, if Seller is a business entity.
- 269  A complete inventory of all furniture, fixtures and equipment included in this transaction which is consistent with  
270 representations made prior to and in this Offer.
- 271  Uniform Commercial Code lien search as to the personal property included in the purchase price, showing the Property  
272 to be free and clear of all liens, other than liens to be released prior to or at closing.
- 273  Other \_\_\_\_\_

274 \_\_\_\_\_  
275 This contingency shall be deemed satisfied unless Buyer, within \_\_\_\_\_ days of the earlier of receipt of the final record to be delivered or the dead-  
276 line for delivery of the documents, delivers to Seller a written notice indicating that this contingency has not been satisfied. The notice shall iden-  
277 tify which document(s) have not been timely delivered or do not meet the standard set forth for the document(s).

278  **ENVIRONMENTAL EVALUATION/INSPECTION CONTINGENCY:** This Offer is contingent upon: **CHECK THOSE THAT APPLY**

- 279  A qualified independent environmental consultant of Buyer's choice conducting an environmental site assessment of the Property (see  
280 lines 96 to 108), at (Buyer's)(Seller's) expense **STRIKE ONE** , which discloses no defects. A defect is defined as a material violation of  
281 environmental laws, a material contingent liability affecting the Property arising under any environmental laws, the presence of an  
282 underground storage tank(s) or material levels of hazardous substances either on the Property or presenting a significant risk of contaminating the  
283 Property due to future migration from other properties.
- 284  A qualified independent inspector of Buyer's choice conducting an inspection of the Property and \_\_\_\_\_  
285 \_\_\_\_\_ , at (Buyer's)(Seller's) expense **STRIKE ONE** , which discloses no defects.  
286 A defect is defined as a structural, mechanical or other condition that would have a significant adverse effect on the value of the Property; that  
287 would significantly impair the health and safety of future occupants of the Property; or that if not repaired, removed or replaced would  
288 significantly shorten or have a significantly adverse effect on the expected normal life of the Property.

289 This contingency shall be deemed satisfied unless Buyer, within \_\_\_\_\_ days of acceptance, delivers to Seller a copy of the environmental site  
290 assessment/inspection report(s) and a written notice listing the defect(s) identified in the environmental site assessment/inspection report(s) to  
291 which Buyer objects. Defects do not include conditions the nature and extent of which Buyer had actual knowledge or written notice before  
292 signing the Offer. Buyer agrees to deliver a copy of the report and notice to listing broker, if Property is listed, promptly upon delivery to Seller.

293 **ADDITIONAL PROVISIONS/CONTINGENCIES** Buyer would like to close as soon as possible. Buyer will  
294 have access to the building upon acceptance of the offer to do repairs. Buyer will  
295 furnish seller a copy of insurance before access is granted. Seller will mark the four  
296 property corners with painted steel pipe or lath prior to closing. The gym area is to be  
297 cleaned out by the seller prior to closing.

298  **ADDENDA:** The attached Real Estate Condition Report and Addendum S is/are made part of this Offer.  
299 **THIS OFFER, INCLUDING ANY AMENDMENTS TO IT, CONTAINS THE ENTIRE AGREEMENT OF THE BUYER AND SELLER REGARDING**  
300 **THE TRANSACTION. ALL PRIOR NEGOTIATIONS AND DISCUSSIONS HAVE BEEN MERGED INTO THIS OFFER. THIS AGREEMENT**  
301 **BINDS AND INURES TO THE BENEFIT OF THE PARTIES TO THIS OFFER AND THEIR SUCCESSORS IN INTEREST.**

302 This Offer was drafted on 11/02/2011 [date] by [Licensee and firm] Mike Krohn CB Brenizer

303 (X) _____	<u>XXXXXXXXXXXXXXXXXXXX</u>	<u>11/02/2011</u>
304 Buyer's Signature ▲ Print Name Here: <u>Mark R. Jones</u>	Social Security No. or FEIN (optional) ▲	Date ▲
305 (X) _____	_____	_____
306 Buyer's Signature ▲ Print Name Here: ►	Social Security No. or FEIN (optional) ▲	Date ▲

307 **EARNEST MONEY RECEIPT** Broker acknowledges receipt of earnest money as per line 8 of the above Offer. (See Lines 236 - 259)

308 \_\_\_\_\_ Broker (By)

309 **SELLER ACCEPTS THIS OFFER. THE WARRANTIES, REPRESENTATIONS AND COVENANTS MADE IN THIS OFFER SURVIVE CLOSING**  
310 **AND THE CONVEYANCE OF THE PROPERTY. SELLER AGREES TO CONVEY THE PROPERTY ON THE TERMS AND CONDITIONS AS**  
311 **SET FORTH HEREIN AND ACKNOWLEDGES RECEIPT OF A COPY OF THIS OFFER.**

312 (X) \_\_\_\_\_  
313 Seller's Signature ▲ Print Name Here: ► Social Security No. or FEIN (optional) ▲ Date ▲

314 (X) \_\_\_\_\_  
315 Seller's Signature ▲ Print Name Here: ► Social Security No. or FEIN (optional) ▲ Date ▲

316 This Offer was presented to Seller by \_\_\_\_\_ on \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m.

317 **THIS OFFER IS REJECTED** \_\_\_\_\_ **THIS OFFER IS COUNTERED** [See attached counter] \_\_\_\_\_  
318 Seller Initials ▲ Date ▲ Seller Initials ▲ Date ▲