



School District of Altoona

1903 Bartlett Avenue Altoona, WI 54720
715-839-6032 715-839-6066 FAX

Greg Fahrman, Superintendent

www.altoona.k12.wi.us

ALTOONA BOARD OF EDUCATION

Regular Meeting

Altoona Commons Addition

September 6, 2011

6:30 p.m.

Agenda

1. Call to Order
2. Roll Call
3. Reading of Public Notice
4. Pledge of Allegiance
5. Approval of Minutes
 - a. August 15, 2011 Regular Meeting
6. Public Participation
 - a. Non-Agenda items - public comment and concern
 - b. Agenda items - public comment and concern
7. Treasurer's Report
 - a. Approval of Checks for Payment
 - (1) General fund checks totaling \$450,158.97
 - (2) Student activity fund checks totaling \$1,479.34
 - (3) Debt service checks totaling \$-0-
8. Information
 - a. Administrative Report
 - b. Committee Meeting Report
 - c. General Information
 - d. President Report
 - (1) WASB Fall Regional Meeting, October 11
 - (2) WASB/WSAA School Law Seminar, October 14
 - e. Superintendent's Report
 - (1) Jamie Vollmer Presentation, August 31
 - (2) Legislative Meeting, September 26
 - (3) Strategic Planning: Review Alignment of District Initiatives
 - (4) Discuss Grievance Procedure
9. Board Action after Consideration and Discussion
 - a. Consider Resignation of Special Education Aide
 - b. Consider Resignation of High School Social Studies Teacher
 - c. Consider Resignation from Extracurricular Positions

Altoona Board of Education, September 6, 2011

- d. Recommendation to Fill Extracurricular Positions
- e. Consider Employment Recommendation for High School Social Studies Teacher
- f. Consider Employment Recommendation for High School Social Studies Teacher
- g. Consider Recommendation for Additional Kindergarten Section for 2011/12
- h. Consider Employment Recommendation to Fill Additional Kindergarten Position and Issue Preliminary Notice of Nonrenewal Due to One Year Status
- i. Consider Lunch Meal Price Increase for Grades 5-12 for 2011/12
- j. Consider Altoona School Board Meeting Agreement

10. Adjournment

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ALTOONA BOARD OF EDUCATION
Regular Meeting
Altoona Commons Addition
August 15, 2011
6:30 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board President, Edward Bohn, at 6:30 p.m. in the Altoona commons addition.
2. Roll call was taken and the following were present:
Edward P. Bohn, President
Helen S. Drawbert, Vice President
Robin E. Elvig, Clerk
Robert (Red) A. Hanks, Treasurer
Michael J. Hilger, Member
Gregory J. Fahrman, Superintendent
Joyce M. Orth, Board Secretary
3. Reading of Public Notice. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Approval of Minutes. a. August 1, 2011 Regular Meeting. Motion by Drawbert to approve the minutes as presented, seconded by Hanks. Hanks, yes; Elvig, yes; Drawbert, yes; Hilger, yes; Bohn, yes. Motion carried 5-0.
6. Public Participation. a. Non-Agenda items - public comment and concern. (1) Red Hanks shared a city update. (2) Helen Drawbert shared the cover of the UWEC summer session flyer featuring Greg Fahrman and Kaying Xiong, principal, Locust Lane Elementary. She also noted that she met the new associate dean Dr. Marvin Lynn. (3) Greg Fahrman also commented on a recent meeting with Dr. Lynn. (4) Red Hanks noted last week's 4K committee meeting and reviewed registration numbers. b. Agenda items - public comment and concern. None.
7. Treasurer's Report. a. Approval of Checks for Payment. Motion by Elvig to approve payment of general fund checks totaling \$1,380,911.51 and student activity fund checks totaling \$1,127.89 as presented, seconded by Drawbert. Elvig, yes; Drawbert, yes; Hilger, yes; Hanks, yes; Bohn, yes. Motion carried 5-0. b. Approval of Treasurer's Reports. Motion by Elvig to approve the June and July 2011 Treasurer's Reports, seconded by Hilger. Drawbert, yes; Hilger, yes; Hanks, yes; Elvig, yes; Bohn, yes. Motion carried 5-0.

8. Information. **a. Committee Meeting Report.** (1) Transportation Committee. The Transportation Committee met on August 10 to review bus parking and maintenance procedures at Student Transit, and the proposed bus routes for the upcoming year. The committee recommends that board approve the routes (see 9.f.). The designated areas for bus pick-up/drop-off at Pedersen for regular and handicap buses were also discussed. (2) Altoona Area Foundation. The Altoona Area Foundation's August 10 meeting was reviewed. **b. General Information.** None. **c. President Report.** (1) CESA Annual Convention. Mike Hilger, board delegate to the CESA Annual Convention, shared an update from the August 4 meeting. WASB executive director John Ashley presented, "School Board Collaboration" stressing policy governance as opposed to using a hands-on approach. (2) WASB Special Summer Seminar. Red Hanks and Mike Hilger shared highlights from the summer seminar they attended on August 8. The session was hosted by CESA 11, Turtle Lake. The legislative, human resources and leadership impact of the 2011-13 biennium state budget was discussed. (3) WASB Personnel and Employment Law Seminar. The Personnel and Employment Law Seminar is scheduled for September 29-30 in Wisconsin Dells. The seminar will focus on operations under the new collective bargaining law and handbook development. (4) Communications Agreement Process. A draft Group Agreement put together by Helen Drawbert was reviewed. The agreement will be placed on the next agenda for adoption. (5) Review Strategic Planning Participant Survey Results. The results of the Strategic Planning Participant survey were reviewed. 75-85% responded (21 respondents) positively that the process was clear and of value, and that their input and time was of value and well-spent. **d. Superintendent's Report.** (1) Back to School Inservice Schedule. The August 30-31 inservice schedule was reviewed. Board members are invited to the opening day breakfast and to the Jamie Vollmer presentation at Memorial on August 31. (2) Strategic Initiatives Process – Step 1: Administrative Review of Current Initiatives. Greg Fahrman is in the process of reviewing and aligning current initiatives with mission bullets.
9. Board Action after Consideration and Discussion. **a. Consider Resignation of High School Social Studies Teacher.** Motion by Elvig to accept the resignation of Jessica Desautel, high school social studies teacher, with a late resignation fine of \$500 as recommended, seconded by Drawbert. Drawbert, yes; Hilger, yes; Hanks, yes; Elvig, yes; Bohn, yes. Motion carried 5-0. **b. Consider Employment Recommendation for .33 Elementary Language Arts Teacher.** Motion by Elvig to employ Robin Schaade as .33 K-1 language arts teacher beginning in the 2011/12 school year as recommended, seconded by Hilger. Hilger, yes; Hanks, yes; Elvig, yes; Drawbert, yes; Bohn, yes. Motion carried 5-0. **c. Consider Employment Recommendation to Fill Extracurricular Positions for 2011/12.** Motion by Elvig to employ coaches/advisors for the 2011/12 season as recommended: Steve Lippert, high school football assistant and high school girls track assistant; Ryan Parker, head high school boys hockey; Katie Konkel, head high school dance team; Nathan Suckerman, high school football assistant; and Erin Welch, high school girls tennis assistant, seconded by Drawbert. Hanks, yes; Elvig, yes; Drawbert, yes; Hilger, yes; Bohn, yes. Motion carried 5-0. **d. Consider Approval of GCN-R – Evaluation of Professional Staff.** Motion by Drawbert to approve GCN-R – Evaluation of Professional Staff with changes to pages 1, 2, and 8 as discussed, seconded by Hilger. Elvig, yes; Drawbert, yes; Hilger, yes; Hanks, yes; Bohn, yes. Motion carried 5-0. **e. Consider Approval of GCN-E – Evaluation of Professional Staff Forms.** Motion by Drawbert to approve Evaluation of Professional Staff forms – GCN-E-1, GCN-E-2, and GCN-E-3 as presented, seconded by Hanks. Drawbert, yes; Hilger, yes; Hanks, yes; Elvig, yes; Bohn, yes. Motion carried 5-0. **f. Consider Approval of Bus Routes 2011/12.** Motion by Elvig to approve the 2011/12 bus routes as presented, seconded by Hilger. Hilger, yes; Hanks, yes; Elvig, yes; Drawbert, yes; Bohn, yes. Motion carried 5-0. **g. Consider Approval of Proposal for Emergency Water Main Repair.** Motion by Hanks to approve the proposal from Certified Inc. for repair to the water main in the amount of \$6300 as presented, seconded by Drawbert. Hanks, yes; Elvig, yes; Drawbert, yes; Hilger, yes; Bohn, yes. Motion carried 5-0.

10. Adjournment. Motion by Hanks to adjourn at 8:44 p.m., seconded by Elvig. Elvig, yes; Drawbert, yes; Hilger, yes; Hanks, yes; Bohn, yes. Motion carried 5-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Tuesday, September 6, 2011 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CPS, Board Secretary

District Clerk

Date

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CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE DESCRIPTION	AMOUNT
	NUMBER	NUMBER			
08/17/2011	111200028	10 E 100 320 254300 000	GARBERS ELECTRIC MOTOR	BELTS	11.99
08/17/2011	111200028	10 E 200 320 254300 000	GARBERS ELECTRIC MOTOR	BELTS	11.99
08/17/2011	111200028	10 E 400 320 254300 000	GARBERS ELECTRIC MOTOR	BELTS	11.98
				Totals for 111200028	35.96
08/17/2011	111200029	10 E 800 342 252000 000	LYNUM, CHARLENE	Mileage to Stevens Point	148.50
				Totals for 111200029	148.50
08/17/2011	111200030	10 E 100 411 110300 000	REALLY GOOD STUFF, INC.	classroom supplies	158.04
				Totals for 111200030	158.04
08/17/2011	111200031	10 E 800 310 221400 000	STANGEL, STACEY	Cray reimbursement	35.00
				Totals for 111200031	35.00
08/26/2011	111200032	27 E 700 411 158730 517	CLASSROOM DIRECT	pencils, erasers, gel pens	36.69
				Totals for 111200032	36.69
08/26/2011	111200033	10 L 000 000 811200 000	EAU CLAIRE AREA SCHOOL DI	COMPETENCY STUDENTS	20,400.00
				Totals for 111200033	20,400.00
08/26/2011	111200034	10 E 800 432 222200 000	FOLLETT LIBRARY RESOURCES	Books and Playaways for Pedersen	934.43
				Totals for 111200034	934.43
08/26/2011	111200035	10 E 200 342 221400 000	GAGNON, SHALYN	Mileage to attend PBIS Conference in Wisconsin Dells August 16 and 17.	145.75
				Totals for 111200035	145.75
08/26/2011	111200036	10 E 200 411 132700 000	GARD, JOAN	Reimburse Joan Gard for middle school supplies	30.23
				Totals for 111200036	30.23
08/26/2011	111200037	10 E 100 320 254300 000	GARBERS ELECTRIC MOTOR	Blanket P.O.	150.13
08/26/2011	111200037	10 E 200 320 254300 000	GARBERS ELECTRIC MOTOR	Blanket P.O.	150.13
08/26/2011	111200037	10 E 400 320 254300 000	GARBERS ELECTRIC MOTOR	Blanket P.O.	150.13
				Totals for 111200037	450.39
08/26/2011	111200038	10 E 800 342 232100 000	ORTH, JOYCE	Mileage reimbursement	55.70
				Totals for 111200038	55.70
08/26/2011	111200039	10 E 100 411 110200 000	REALLY GOOD STUFF, INC.	classroom supplies	277.38
08/26/2011	111200039	10 E 100 411 110200 000	REALLY GOOD STUFF, INC.	Classroom Supplies	31.27
08/26/2011	111200039	10 E 100 411 110200 000	REALLY GOOD STUFF, INC.	Classroom Supplies	89.01
08/26/2011	111200039	10 E 100 411 110400 000	REALLY GOOD STUFF, INC.	D'Nealian Cursive Standard Vinyl Desktop Helpers	93.75
08/26/2011	111200039	10 E 100 411 110400 000	REALLY GOOD STUFF, INC.	Classroom supplies	341.41
08/26/2011	111200039	10 E 100 411 110100 000	REALLY GOOD STUFF, INC.	supplies for school year	328.88
				Totals for 111200039	1,161.70
08/26/2011	111200040	10 E 100 411 110000 000	SCHOOL SPECIALTY INC.	BULK ORDER	27.31
08/26/2011	111200040	10 E 100 417 110000 000	SCHOOL SPECIALTY INC.	BULK ORDER	38.29
08/26/2011	111200040	10 E 100 411 110200 000	SCHOOL SPECIALTY INC.	classroom supplies	41.40
08/26/2011	111200040	10 E 200 411 120000 000	SCHOOL SPECIALTY INC.	ORIENTATION FOLDERS	122.25
08/26/2011	111200040	10 E 100 411 110200 000	SCHOOL SPECIALTY INC.	second grade classroom order	372.05
08/26/2011	111200040	10 E 100 417 110200 000	SCHOOL SPECIALTY INC.	second grade classroom order	0.00

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
08/26/2011	111200040	10 E 100 411 110000 000	SCHOOL SPECIALTY INC.	BULK ORDER	1,063.28
08/26/2011	111200040	10 E 100 417 110000 000	SCHOOL SPECIALTY INC.	BULK ORDER	1,490.61
08/26/2011	111200040	10 E 100 411 110200 000	SCHOOL SPECIALTY INC.	2nd grade supplies	102.39
				Totals for 111200040	3,257.58
08/26/2011	111200041	10 E 100 411 110400 000	TREETOP PUBLISHING	100 Blank Bare Books	225.00
				Totals for 111200041	225.00
08/26/2011	111200042	10 E 100 411 254300 000	VALLEY BUILDERS & HARDWAR	KEYS	6.72
08/26/2011	111200042	10 E 200 411 254300 000	VALLEY BUILDERS & HARDWAR	KEYS	6.72
08/26/2011	111200042	10 E 400 411 254300 000	VALLEY BUILDERS & HARDWAR	KEYS	6.71
				Totals for 111200042	20.15
08/26/2011	111200044	10 E 200 342 221400 000	WAGENER, JOHN	Meals and Mileage to and from Wis. Dells PBIS conference Aug. 16-17, 211	155.14
08/26/2011	111200044	10 E 200 411 120000 000	WAGENER, JOHN	Meal expenses for Target Time leadership group mtg. 3:30-7:30 8-15-11	34.01
08/26/2011	111200044	10 E 200 411 241000 000	WAGENER, JOHN	Team supplies for Target Time planning	173.30
08/26/2011	111200044	10 E 200 411 120000 000	WAGENER, JOHN	meals for Target time planning workshop on July 20,2011	160.20
				Totals for 111200044	522.65
09/01/2011	111200045	10 E 800 342 256210 000	BIRKENHOLZ, BRANDON	Meal Reimbursment	12.00
				Totals for 111200045	12.00
09/01/2011	111200046	10 E 100 320 254300 000	BRAUN CORPORATION LLC	AHS 1ST QUART BILL OF 4	221.31
09/01/2011	111200046	10 E 400 320 254300 000	BRAUN CORPORATION LLC	AHS 1ST QUART BILL OF 4	175.06
09/01/2011	111200046	10 E 100 320 254300 000	BRAUN CORPORATION LLC	ASD 12TH MONTHLY BILLING OF 12	87.91
09/01/2011	111200046	10 E 400 320 254300 000	BRAUN CORPORATION LLC	ASD 12TH MONTHLY BILLING OF 12	69.54
				Totals for 111200046	553.82
09/01/2011	111200047	27 E 700 411 158730 517	CALLOWAY HOUSE, INC.	book rack, blank books	258.48
				Totals for 111200047	258.48
09/01/2011	111200048	10 E 400 412 132700 400	CENGAGE LEARNING	Accounting workbooks	507.38
				Totals for 111200048	507.38
09/01/2011	111200049	10 E 400 320 254300 000	CERTIFIED INC	repair water pipes in H.S phy. ed area.	371.24
09/01/2011	111200049	10 E 200 320 254300 000	CERTIFIED INC	Replace outside water faucet	559.53
				Totals for 111200049	930.77
09/01/2011	111200050	27 E 700 411 156600 517	CLASSROOM DIRECT	Speech and Language program supplies	106.03
				Totals for 111200050	106.03
09/01/2011	111200051	10 E 400 949 162121 000	EAU CLAIRE AREA SCHOOL DI	entry fee VB ECN Invite 9/24/11	140.00
09/01/2011	111200051	10 E 400 949 162118 000	EAU CLAIRE AREA SCHOOL DI	entry fee girls tennis @ ECN 8/13/11 AND 09/10/11	80.00

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
09/01/2011	111200051	10 E 400 949 162308 000	EAU CLAIRE AREA SCHOOL DI	cc entry fee @ ECM 10/8/11 Totals for 111200051	115.00 335.00
09/01/2011	111200052	10 E 800 310 221400 000	FARACA, ANN	cray reimbursement Totals for 111200052	70.00 70.00
09/01/2011	111200053	27 E 700 411 156600 517	ABILITATIONS	Occupational therapy supplies	13.49
09/01/2011	111200053	27 E 700 411 156600 517	ABILITATIONS	Occupational therapy supplies Totals for 111200053	221.55 235.04
09/01/2011	111200054	10 E 400 320 254300 000	JOHNSON CONTROLS, INC.	Repairs to RTU 2 Totals for 111200054	3,980.52 3,980.52
09/01/2011	111200055	10 E 200 320 254300 000	NET GUARD SECURITY SOLUTI	repairs to electronic door strike. Totals for 111200055	60.00 60.00
09/01/2011	111200056	10 E 200 411 120600 000	REALLY GOOD STUFF, INC.	Classroom supplies	128.19
09/01/2011	111200056	10 E 100 411 110300 000	REALLY GOOD STUFF, INC.	Classroom Supplies Totals for 111200056	150.20 278.39
09/01/2011	111200057	10 E 800 310 221400 000	RICCI, KRISTLE	Registration Reimbursement Attended Cray Academy Totals for 111200057	70.00 70.00
09/01/2011	111200058	10 E 100 411 110101 000	SCHOOL SPECIALTY INC.	Group Supplies - Kindergarten Totals for 111200058	522.34 522.34
08/23/2011	201100093	10 L 000 000 811614 000	EMPLOYEE BENEFITS COOPERA	Payroll accrual	357.99
08/23/2011	201100093	27 L 000 000 811614 000	EMPLOYEE BENEFITS COOPERA	Payroll accrual	433.00
08/23/2011	201100093	10 L 000 000 811614 000	EMPLOYEE BENEFITS COOPERA	Payroll accrual	867.81
08/23/2011	201100093	27 L 000 000 811614 000	EMPLOYEE BENEFITS COOPERA	Payroll accrual	83.50
08/23/2011	201100093	80 L 000 000 811614 000	EMPLOYEE BENEFITS COOPERA	Payroll accrual Totals for 201100093	22.50 1,764.80
08/23/2011	201100094	10 L 000 000 811670 000	HORACE MANN LIFE INS COMP	Payroll accrual	469.00
08/23/2011	201100094	27 L 000 000 811670 000	HORACE MANN LIFE INS COMP	Payroll accrual	16.00
08/23/2011	201100094	99 L 000 000 811670 000	HORACE MANN LIFE INS COMP	Payroll accrual Totals for 201100094	200.00 685.00
08/23/2011	201100095	10 L 000 000 811671 000	GREAT-WEST RETIREMENT SER	Payroll accrual	1,003.50
08/23/2011	201100095	27 L 000 000 811671 000	GREAT-WEST RETIREMENT SER	Payroll accrual Totals for 201100095	500.00 1,503.50
08/23/2011	201100096	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	549.50
08/23/2011	201100096	80 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	7.50
08/23/2011	201100096	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	23,362.14
08/23/2011	201100096	27 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	3,383.08
08/23/2011	201100096	80 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	8.43
08/23/2011	201100096	99 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	77.91
08/23/2011	201100096	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	9,541.22
08/23/2011	201100096	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	1,565.26
08/23/2011	201100096	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	8.67
08/23/2011	201100096	99 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	53.96
08/23/2011	201100096	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	3,294.07
08/23/2011	201100096	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	540.40

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE	AMOUNT
	NUMBER	NUMBER		DESCRIPTION	
08/23/2011	201100096	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2.99
08/23/2011	201100096	99 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	18.63
Totals for 201100096					42,413.76
08/23/2011	201100097	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	3,294.07
08/23/2011	201100097	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	540.40
08/23/2011	201100097	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2.99
08/23/2011	201100097	99 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	18.63
08/23/2011	201100097	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	14,084.78
08/23/2011	201100097	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2,310.60
08/23/2011	201100097	80 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	12.79
08/23/2011	201100097	99 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	79.65
Totals for 201100097					20,343.91
08/23/2011	201100098	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	22.50
08/23/2011	201100098	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	7.50
08/23/2011	201100098	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	12,861.05
08/23/2011	201100098	27 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	2,003.87
08/23/2011	201100098	80 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	2.06
08/23/2011	201100098	99 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	52.28
Totals for 201100098					14,949.26
08/23/2011	201100099	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYST	Payroll accrual	13,734.21
08/23/2011	201100099	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYST	Payroll accrual	1,672.03
08/23/2011	201100099	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYST	Payroll accrual	10,776.12
08/23/2011	201100099	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYST	Payroll accrual	1,311.89
08/23/2011	201100099	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	527.74
08/23/2011	201100099	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	459.47
08/23/2011	201100099	80 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	11.67
08/23/2011	201100099	99 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	54.45
08/23/2011	201100099	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	672.59
08/23/2011	201100099	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	585.59
08/23/2011	201100099	80 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	14.88
08/23/2011	201100099	99 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	69.40
Totals for 201100099					29,890.04
08/23/2011	201100100	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	231.33
08/23/2011	201100100	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	49.95
08/23/2011	201100100	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	33.88
08/23/2011	201100100	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	438.00
08/23/2011	201100100	27 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	20.00
08/23/2011	201100100	10 L 000 000 811691 000	WEA TRUST ADVANTAGE	Payroll accrual	13.66
08/23/2011	201100100	10 L 000 000 811670 000	WEA TRUST ADVANTAGE	Payroll accrual	3,341.68
08/23/2011	201100100	27 L 000 000 811670 000	WEA TRUST ADVANTAGE	Payroll accrual	140.13
08/23/2011	201100100	10 L 000 000 811670 000	WEA TRUST ADVANTAGE	Payroll accrual	5,035.75
08/23/2011	201100100	27 L 000 000 811670 000	WEA TRUST ADVANTAGE	Payroll accrual	525.00
08/23/2011	201100100	80 L 000 000 811670 000	WEA TRUST ADVANTAGE	Payroll accrual	78.25
08/23/2011	201100100	10 L 000 000 811669 000	WEA TRUST ADVANTAGE	Payroll accrual	2,232.50
Totals for 201100100					12,140.13
08/23/2011	201100101	10 A 000 000 711100 000	WELLS FARGO BANK	PR & DIRECT DEPOSIT/8-23-11/9 MO	159,445.62
08/23/2011	201100101	27 A 000 000 711100 000	WELLS FARGO BANK	PR & DIRECT DEPOSIT/8-23-11/9 MO	27,799.26
08/23/2011	201100101	80 A 000 000 711100 000	WELLS FARGO BANK	PR & DIRECT DEPOSIT/8-23-11/9 MO	85.34

CHECK DATE	CHECK ACCOUNT		VENDOR	INVOICE DESCRIPTION	AMOUNT
	NUMBER	NUMBER			
08/23/2011	201100101	99 A 000 000 711100 000	WELLS FARGO BANK	PR & DIRECT DEPOSIT/8-23-11/9 MO	879.15
				Totals for 201100101	188,209.37
07/31/2011	201100122	10 E 800 411 252000 000	WELLS FARGO BANK	Service fees	766.68
				Totals for 201100122	766.68
08/23/2011	201100136	10 L 000 000 811614 000	EMPLOYEE BENEFITS COOPERA	Payroll accrual	208.33
08/23/2011	201100136	10 L 000 000 811614 000	EMPLOYEE BENEFITS COOPERA	Payroll accrual	110.00
				Totals for 201100136	318.33
08/23/2011	201100137	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	2,670.22
08/23/2011	201100137	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	154.57
08/23/2011	201100137	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	80.17
08/23/2011	201100137	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	160.00
08/23/2011	201100137	10 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	6,667.52
08/23/2011	201100137	27 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	327.03
08/23/2011	201100137	50 L 000 000 811612 000	WELLS FARGO BANK	Payroll accrual	293.87
08/23/2011	201100137	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	921.90
08/23/2011	201100137	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	53.39
08/23/2011	201100137	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	27.68
				Totals for 201100137	11,356.35
08/23/2011	201100138	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	921.90
08/23/2011	201100138	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	53.39
08/23/2011	201100138	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	27.68
08/23/2011	201100138	10 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	3,941.75
08/23/2011	201100138	27 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	228.22
08/23/2011	201100138	50 L 000 000 811611 000	WELLS FARGO BANK	Payroll accrual	118.35
				Totals for 201100138	5,291.29
08/23/2011	201100139	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	20.00
08/23/2011	201100139	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	55.00
08/23/2011	201100139	10 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	3,380.17
08/23/2011	201100139	27 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	192.27
08/23/2011	201100139	50 L 000 000 811613 000	WISCONSIN DEPT OF REVENUE	Payroll accrual	114.74
				Totals for 201100139	3,762.18
08/23/2011	201100140	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	70.47
08/23/2011	201100140	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYST	Payroll accrual	1,324.60
08/23/2011	201100140	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYST	Payroll accrual	139.65
08/23/2011	201100140	10 L 000 000 811621 000	WISCONSIN RETIREMENT SYST	Payroll accrual	1,039.28
08/23/2011	201100140	27 L 000 000 811621 000	WISCONSIN RETIREMENT SYST	Payroll accrual	110.12
08/23/2011	201100140	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	1,682.77
08/23/2011	201100140	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	80.45
08/23/2011	201100140	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	76.47
08/23/2011	201100140	10 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	2,054.91
08/23/2011	201100140	27 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	102.54
08/23/2011	201100140	50 L 000 000 811622 000	WISCONSIN RETIREMENT SYST	Payroll accrual	97.46
				Totals for 201100140	6,778.72
08/23/2011	201100141	10 L 000 000 811670 000	WEA TRUST ADVANTAGE	Payroll accrual	324.00
08/23/2011	201100141	10 L 000 000 811670 000	WEA TRUST ADVANTAGE	Payroll accrual	850.00
08/23/2011	201100141	10 L 000 000 811669 000	WEA TRUST ADVANTAGE	Payroll accrual	20.00
				Totals for 201100141	1,194.00

CHECK DATE	CHECK NUMBER	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/23/2011	201100142	10 A 000 000 711100 000	WELLS FARGO BANK	PR & DIRECT DEPOSIT/8-23-11/12 MO	47,925.94
08/23/2011	201100142	27 A 000 000 711100 000	WELLS FARGO BANK	PR & DIRECT DEPOSIT/8-23-11/12 MO	2,943.42
08/23/2011	201100142	50 A 000 000 711100 000	WELLS FARGO BANK	PR & DIRECT DEPOSIT/8-23-11/12 MO	1,337.37
Totals for 201100142					52,206.73
08/12/2011	201100143	10 E 800 355 263300 000	AT&T	Early Childhood	98.80
Totals for 201100143					98.80
08/12/2011	201100144	10 E 800 355 263300 000	AT&T	DO fax	201.34
Totals for 201100144					201.34
08/12/2011	201100145	10 E 800 358 221910 000	CHARTER COMMUNICATIONS	INTERNET - DAHL	47.46
Totals for 201100145					47.46
08/12/2011	201100146	10 E 800 310 252100 000	EMPLOYEE BENEFITS COOPERA	Admin fees - Aug	137.50
Totals for 201100146					137.50
08/12/2011	201100147	10 E 100 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	2,133.99
08/12/2011	201100147	10 E 200 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	1,467.20
08/12/2011	201100147	10 E 400 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	2,254.79
08/12/2011	201100147	10 E 800 320 254490 000	E O JOHNSON COMPANY	Printer/copier lease	189.73
08/12/2011	201100147	50 E 800 320 257220 000	E O JOHNSON COMPANY	Printer/copier lease	54.90
Totals for 201100147					6,100.61
08/12/2011	201100148	10 E 100 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage	40.00
08/12/2011	201100148	10 E 100 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES-EARLY CHILDHOOD & Storage	162.22
Totals for 201100148					202.22
08/12/2011	201100149	10 E 100 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES	76.01
08/12/2011	201100149	10 E 100 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES	3,389.88
08/12/2011	201100149	10 E 200 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES	76.29
08/12/2011	201100149	10 E 200 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES	4,298.23
08/12/2011	201100149	10 E 400 331 253300 000	XCEL ENERGY	MONTHLY UTILITIES	116.93
08/12/2011	201100149	10 E 400 336 253300 000	XCEL ENERGY	MONTHLY UTILITIES	4,978.31
Totals for 201100149					12,935.65
08/12/2011	201100150	10 E 800 411 252000 000	MAGIC-WRIGHTER	Service fees	0.15
Totals for 201100150					0.15
08/12/2011	201100151	10 E 100 320 254300 000	WM OF NORTHERN WISCONSIN,	Blanket P.O.	441.22
08/12/2011	201100151	10 E 200 320 254300 000	WM OF NORTHERN WISCONSIN,	Blanket P.O.	441.22
08/12/2011	201100151	10 E 400 320 254300 000	WM OF NORTHERN WISCONSIN,	Blanket P.O.	441.21
Totals for 201100151					1,323.65
Totals for checks					450,158.97

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL	360,900.54	0.00	36,260.46	397,161.00
27	SPECIAL EDUCATION FUND	48,308.41	0.00	636.24	48,944.65
50	FOOD SERVICE	2,228.79	0.00	54.90	2,283.69
80	COMMUNITY SERVICE	265.57	0.00	0.00	265.57
99	Cooperative Programs	1,504.06	0.00	0.00	1,504.06
***	Fund Summary Totals ***	413,207.37	0.00	36,951.60	450,158.97

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

CHECK	CHECK ACCOUNT		INVOICE		
DATE	NUMBER	NUMBER	VENDOR	DESCRIPTION	AMOUNT
08/16/2011	7581	61 L 000 000 814415 000	FLEET FEET ON WATER	baseball shiirts-screen set up-	593.10
08/16/2011	7581	61 L 000 000 814415 000	FLEET FEET ON WATER	baseball jackets	702.35
				Totals for 7581	1,295.45
08/25/2011	7582	61 L 000 000 814000 000	FLEET FEET ON WATER	Bags for resale in store.	103.89
				Totals for 7582	103.89
08/25/2011	7583	61 L 000 000 814228 000	HAGEN, DEREK	Stats for 2011 softball	80.00
				Totals for 7583	80.00
				Totals for checks	1,479.34

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
61	EXTRA CURRICULAR FUND	1,479.34	0.00	0.00	1,479.34
***	Fund Summary Totals ***	1,479.34	0.00	0.00	1,479.34

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

2011 FALL REGIONAL MEETINGS

NAVIGATING TODAY'S CLIMATE



DATES: SEPT. & OCT. – VARIES PER LOCATION
LOCATIONS: DETERMINED BY REGION

Network with colleagues and WASB staff to learn strategies for effectively navigating today's educational climate.

The recent changes in collective bargaining laws bring a new dynamic to school board governance. At this fall's Regional meetings, the WASB legal and governance staff together will outline the issues for your board to consider as it develops its new employee compensation system and outline the techniques to engage your stakeholders and public.

During an evening in September or October, please join us at your Regional Meeting to meet and interact with your WASB regional director, celebrate accomplishments, and hear about WASB's activities and plans.

All meetings begin with dinner at 6:30 PM.

The WASB staff look forward to seeing you at the 2011 WASB Fall Regional Meetings!

Region 4 Meeting:

October 11, 2011

6:30 PM

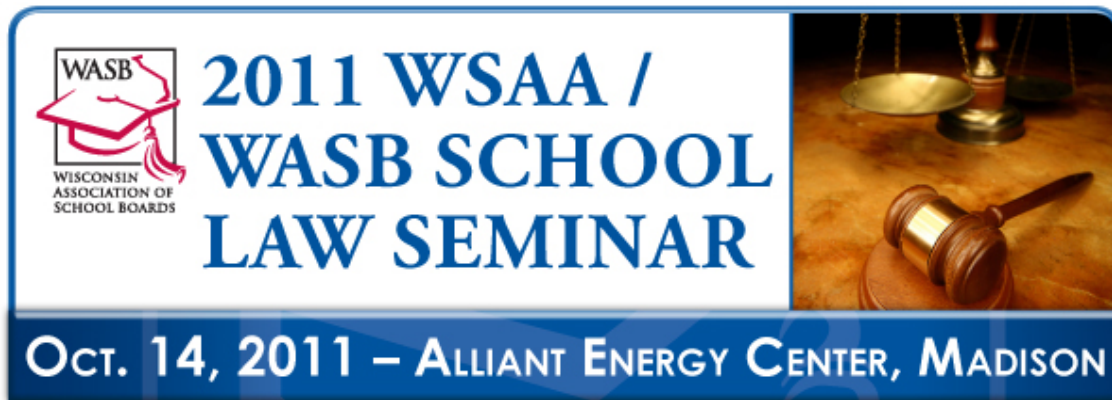
at

Stout Ale House

Menomonee

Attending? Let Joyce

know by October 3



Attending the School Law Seminar can help you avoid costly mistakes in today's ever-changing and perilous legal environment. Hear the latest information about key statutory changes and new court rulings that affect the daily governance of your school district. The WASB and the Wisconsin School Attorneys Association (WSAA) co-sponsor the School Law Seminar.

8 am **Registration**

9 am **Welcome**

9:05 am

Managing the Annual Meetings Challenges

What the board of every common school district needs to know about holding annual meetings whether attended by 6 or 600. This presentation will cover the basics of annual meetings, including notice, agenda and special subjects; conducting the meeting; participants, spectators and tourists; and expecting the unexpected.

Gib Berthelson - von Briesen & Roper, S.C.

Eileen Brownlee - Kramer & Brownlee, LLC

Steve Weld - Weld, Riley, Prenn & Ricci, S.C.

10:15 am

Wisconsin's Public Records Law / Social Media Issues

Milwaukee Assistant City Attorney, Melanie Swank, will discuss recent developments in the public records law; including who pays for the costs of complying with public records requests, whether personal email messages are subject to disclosure under the law, and disclosure of employee disciplinary records. Ms. Swank will also discuss use of social media by public employees as it relates to the public records law, and the 1st and 4th amendments of the U.S. Constitution.

Melanie Swank - Milwaukee City Attorney's Office

11 am

Aftermath and Implementation of Acts 10 and 32 in School Districts

Experienced school attorneys Bob Burns, Jim Korom and Mark Olson review the significant changes brought by Acts 10 and 32 to the employment relationship in school districts, as well as discuss the implementation and interpretation issues likely to be encountered in the future.

Mark L. Olson - Buelow Vetter Buikema Olson & Vilet, LLC

Robert W. Burns - Davis & Kuelthau, S.C.

James R. Korom - von Briesen & Roper, S.C.

12 noon **Lunch**

Register with Joyce by
October 3 or by **September
12 if lodging is needed.**

1 pm

Charter Choice / Civil Rights / Office for Civil Rights

Join presenters Mary Gerbig - Davis & Kuelthau, S.C. and Christy Brooks - von Briesen & Roper, S.C., for a session that provides school members the latest information from the Office for Civil Rights related to the use of technology in school districts, guidance on bullying and their oversight of schools related to students with disabilities, school choice, charters and discrimination issues.

Mary Gerbig - Davis & Kuelthau, S.C.

Christy Brooks - von Briesen & Roper, S.C.

2 pm

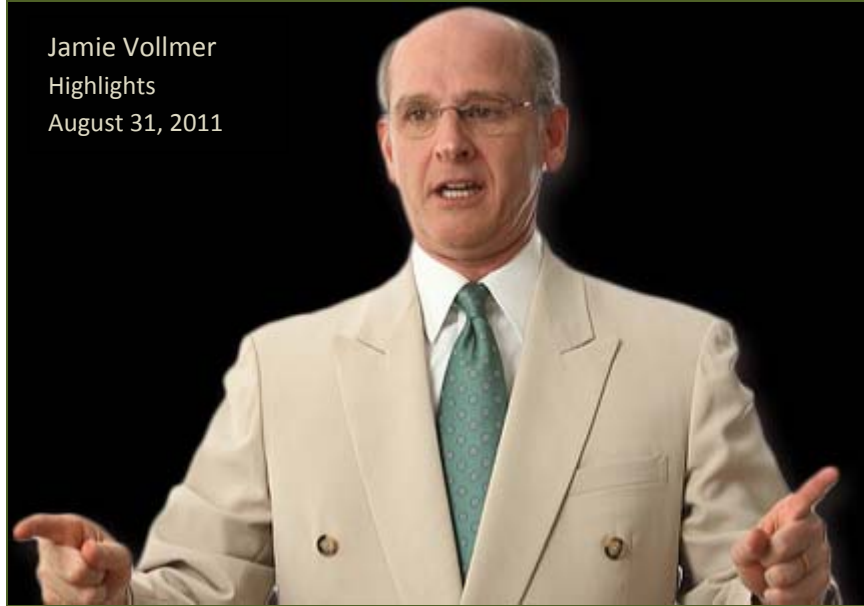
Procedures / Practice Pointers for Pupil Expulsions in Wisconsin

This presentation offers guidance to local school officials designed to ensure appeal-proof expulsion decisions, including the identification of pupil misconduct constituting statutory grounds for expulsion, providing legally compliant expulsion hearing notification once statutory grounds for expulsion have been identified, and ultimately conducting an expulsion hearing affording necessary due process protections to the affected pupil. The respective roles of both school administrators and school board members in the expulsion process will be delineated as well. Also to be explored will be post-expulsion issues such as the standard of review upon appeal, early reinstatement conditions and their enforcement, along with prospective off-site educational programs for expelled pupils.

James M. Ward - Weld, Riley, Prenn & Ricci, S.C.

3 pm **Adjourn**

Jamie Vollmer
Highlights
August 31, 2011



America's educators and their allies must engage in an ongoing, positive conversation with the people of their communities; a conversation that, first and foremost, highlights the many miracles that occur in our schools every day.

At the very least, everyone working in our schools can help their cause by adopting the four S's:
STOP badmouthing one another and your schools in public;
SHIFT your attention from the negative to the positive;
SHARE something positive about your schools, your students, your job with the people inside your personal social networks; and
SUSTAIN the effort - keep on sharing the story of your successes big and small.

Choosing to take these simple steps adds nothing to the burden that all educators bear, but it brings tangible, personal, powerful benefits. Not only can we improve the school-community relationship and, thereby, increase public understanding, trust, and support, we can inoculate our family, friends and neighbors against the ravages of the viral negativity that surrounds them. This negativity breeds anger and resentment. And it is this anger, combined with rising levels of fear that critics are using to destroy the emotional and intellectual ties binding the American people to their public schools, especially the seventy percent who have no children in school.



Orth, Joyce <jorth@altoona.k12.wi.us>

Legislative Meeting

Iverson, Patrice A <piverson@ecasd.k12.wi.us>

Wed, Aug 24, 2011 at 2:21 PM

To: "Craig, Carol" <ccraig@ecasd.k12.wi.us>, "rasmusra@chipfalls.k12.wi.us" <rasmusra@chipfalls.k12.wi.us>, "trowbrcm@chipfalls.k12.wi.us" <trowbrcm@chipfalls.k12.wi.us>, "hdrawbert@altoona.k12.wi.us" <hdrawbert@altoona.k12.wi.us>, "gfahrman@altoona.k12.wi.us" <gfahrman@altoona.k12.wi.us>, "Van De Water, Daniel" <dvandewater@ecasd.k12.wi.us>, "mikemazanet@fairisaac.com" <mikemazanet@fairisaac.com>, "Heilmann, Ronald" <rheilmann@ecasd.k12.wi.us>, "hughestr@chipfalls.k12.wi.us" <hughestr@chipfalls.k12.wi.us>, "terry@mouldys.com" <terry@mouldys.com>, "kmbernier@charter.net" <kmbernier@charter.net>, Warren Petryk <Rep.Petryk@legis.wi.gov>, "warrenpetryk@hotmail.com" <warrenpetryk@hotmail.com>, Terry Moulton <Sen.Moulton@legis.wisconsin.gov>, "Kathleen Bernier (rep.bernier@legis.state.wi.us)" <rep.bernier@legis.state.wi.us>, "Sen.Vinehout@legis.wisconsin.gov" <Sen.Vinehout@legis.wisconsin.gov>, "Rep.Larson@legis.wi.gov" <Rep.Larson@legis.wi.gov>, "board@students.ecasd.k12.wi.us" <board@students.ecasd.k12.wi.us>
Cc: "jorth@altoona.k12.wi.us" <jorth@altoona.k12.wi.us>, Robin Jones <jonesrr@chipfalls.k12.wi.us>

Greetings from Altoona, Chippewa Falls and Eau Claire School Boards!!

We have planned another informal gathering for the School Board members from Altoona, Chippewa Falls and Eau Claire to meet with Assembly Representatives Bernier, Larson and Petryk and Senators Moulton and Vinehout. The superintendents from each district are also invited. The next breakfast meeting will be on Monday, September 26th from 8:30 to 10 am at Northwoods' Norske Nook, 3560 Oakwood Mall Drive, Eau Claire. To date we have confirmations from Kathy Bernier and Warren Petryk and hope to hear back from the other legislators.

Purpose: Opportunity to exchange concerns and possible changes in policy for education in Wisconsin and to develop future opportunities to work closely with elected officials at all levels to represent citizens in the Chippewa Valley.

We ask Superintendents in Altoona and Chippewa Falls to share this information with your Board members.

**Patti Iverson | Administrative Assistant to Superintendent
Eau Claire Area School District | 500 Main Street | Eau Claire, WI 54701
Office (715)852-3002 | Fax (715)852-3126**

www.ecasd.k12.wi.us | piverson@ecasd.k12.wi.us | [ECASDFacebook](#)

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SCHOOL DISTRICT OF ALTOONA

ALIGNMENT OF CURRENT PRACTICES/INITIATIVES WITH DISTRICT MISSION
AUGUST 29, 2011

Enable our students to be competent in all core subject areas and in the skills of problem solving and critical thinking by attracting, and retaining a strong staff as measured by evaluation of their performance and innovation as teachers. 1	Utilize technology to transform teaching and learning so students can find global opportunities for study or jobs and expand their capacity for celebrating diversity. 2	Prepare our students for post-secondary education, or for the special emotional and technological needs of the contemporary job market. 3	Support the learning of students with special needs and prepare them for adult life. 4	Strategically monitor and spend limited funds as responsible stewards of the School District of Altoona and be an advocate for public education. 5	Jointly plan and share resources with outside entities including local government, businesses, and non-profit groups. 6	Engage the community by providing unique learning and recreation opportunities for adults on campus and encouraging partnerships between parents, teachers, students and community members. 7
WKCE Test Scores		WKCE Test Scores				
Literacy Initiatives		Literacy Initiatives				
Core Program Review (Literacy and Math)		Core Program Review (Literacy and Math)				
Summer Reading Program		Summer Reading Program			Summer Reading Program	
Jump Start Summer Program		Jump Start Summer Program				
Summer School Remediation (Gr 5-12)		Summer School Remediation (Gr 5-12)				
WYSP					WYSP	
RAILS Camp (Gr 1-6)					RAILS Camp (Gr 1-6)	
					Salvation Army Summer Lunches	
Study Club (Gr 1-8)		Study Club (Gr 1-8)				
Quarterly Remediation (Gr 5-8)		Quarterly Remediation (Gr 5-8)				
PBIS/Discipline Data		PBIS/Discipline Data				
Peer Mediation Program		Peer Mediation Program				
SAGE Testing		SAGE Testing				
4k Data		4k Data				
Positive Behavior Programs		Positive Behavior Programs				

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Differentiation of Instruction		Differentiation of Instruction				
Enrichment Opportunities	Enrichment Opportunities	Enrichment Opportunities				
Advanced Placement Courses		Advanced Placement Courses				
Advanced Placement Tests		Advanced Placement Tests				
ACT Scores		ACT Scores				
GPA Data/Freshman Year of College		GPA Data/Freshman Year of College				
Youth Options		Youth Options				
Team Planning/ Collaborative Time		Team Planning/ Collaborative Time				
McKinley/Alternative School Placements/ Graduates		McKinley/Alternative School Placements/ Graduates				
Gifted/Talented Opportunities	Gifted/Talented Opportunities	Gifted/Talented Opportunities				
Target Time		Target Time				
Teacher Evaluation Policy and Procedures						
Technology Hardware/Software Innovations	Technology Hardware/Software Innovations	Technology Hardware/Software Innovations	Technology Hardware/Software Innovations	Technology Hardware/Software Innovations		
Technology Support	Technology Support	Technology Support	Technology Support	Technology Support		Technology Support
Staff Development	Staff Development	Staff Development		Staff Development		
Student Conduct/ Behavior Codes		Student Conduct/ Behavior Codes			Student Conduct/ Behavior Codes	

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Breakfast Program						
Mid-morning Break Program (Gr 5-12)						
			Special Education Transition Program			
Common Core Standards		Common Core Standards	Common Core Standards			
Curriculum Initiatives		Curriculum Initiatives	Curriculum Initiatives			
				Website		Website
				District Facebook Page		District Facebook Page
				Open Forum		Open Forum
				School Newsletters		School Newsletter
						STEP
					Altoona Children's Council	
					Early Childhood/Headstart Partnership	
					4K Community Partnerships	

GRIEVANCE PROCEDURE

POLICY: To provide a timely and orderly review of decisions concerning:
a) employee terminations; b) employee discipline; and c) workplace safety.

- I. Purpose and Applicability:** This procedure provides an employee with the individual opportunity to address concerns regarding discipline, termination, or workplace safety matters, to have those matters reviewed by an Impartial Hearing Officer, and to appeal to the Board of Education, where appropriate. The District expects employees and management to exercise reasonable efforts to resolve any questions, problems, or misunderstandings prior to utilizing the grievance procedure.

If an employee is subject to a contractual grievance procedure, the contractual grievance procedure must be followed as applicable. This procedure does not replace or supersede any statutory provision which may be applicable to an employee's employment with the District. Any grievance, or part of a grievance, that is subject to the jurisdiction of a different governmental body or Wisconsin statute, or subject to a different dispute resolution process, is excluded from this grievance procedure. This grievance procedure does not create a legally binding contract or a contract of employment.

II. Definitions

A. Definition of "Employee":

1. For purposes of discipline and termination under this grievance procedure, an employee shall be defined to include regular full-time, part-time, and limited term employees. All other individuals employed by the District, such as casual employees, temporary employees, and short-term substitutes as well as independent contractors, are specifically excluded from the definition of employee and, therefore, this grievance procedure is not available to them.
2. For purposes of workplace safety under this grievance procedure, an employee shall be defined to include regular full-time, part-time, limited term, casual, and temporary employees. All other individuals employed by the District are specifically excluded from the definition of employee and, therefore, this grievance procedure is not available to them.

- B. Definition of "Discipline":** For purposes of this procedure, "discipline" means an employment action that results in a disciplinary suspension or disciplinary demotion. "Discipline" for purposes of access to this grievance procedure does not include any written or verbal notices, warnings, reprimands, or reminders; verbal disciplines will be documented, but is not subject to the grievance procedure. The purpose of written and verbal notices, warnings, reprimands, or reminders is to alert the employee that failure to correct the behavior may result in disciplinary suspension, without pay, disciplinary termination, or disciplinary demotion.

C. Definition of “Termination”: For purposes of this procedure, “termination” means a separation from employment by the employer for disciplinary or quality of performance reasons. “Termination” does not include layoff, reduction in workday, furlough, reduction in workforce, job transfer or reassignment, or the end or completion of temporary employment, which are not subject to the grievance procedure.

D. Definition of “Workplace Safety”: For purposes of this procedure, “workplace safety” includes any conditions of employment related to the physical health and safety of employees, including the safety of the physical work environment, the safe operation of workplace equipment and tools, provision of personal protective equipment, and accident risks. “Workplace Safety” does not include conditions of employment unrelated to physical health and safety matters, including, but not limited to, hours, overtime, assignments and work schedules.

III. General Provisions

A. Role and Appointment of “Impartial Hearing Officer”: For purposes of this procedure, the role of the “Impartial Hearing Officer” will be to define the issues, identifying areas of agreement between the parties and identifying the issues in dispute, and to hear the parties’ respective arguments. The Impartial Hearing Officer shall be appointed by District Administrator based upon the nature of the matter in dispute.

B. Time Limits: Failure to submit or process a grievance by the employee within the time limits specified below, or agreed upon extensions, shall constitute waiver of the grievance and it will be considered resolved on the basis of the District’s last answer. Failure of a District representative to meet the time limits specified below shall cause the grievance to move automatically to the next step in the procedure within seven (7) days of such failure. A grievance or decision or appeal is considered timely if received by the employer during normal business hours or if postmarked by 12:00 midnight on the due date. The time limits contained in this procedure are to be strictly observed and can only be extended upon the express written consent of the parties.

C. Days: The term “days” as used in this provision means calendar days, excluding holidays as defined in the Handbook. If the last day on which a grievance is to be filed or a decision is to be appealed is a Saturday, Sunday, or holiday as defined in the Handbook, the time limit is the next day which is not a Saturday, Sunday, or holiday.

D. Scheduling: Grievance meetings and hearings will typically be held during the employee’s off-duty hours. Time spent in grievance meetings and hearings shall not be considered as compensable work time.

E. Representation: The employee shall have the right to representation during the grievance procedure at the employee’s expense.

IV. Procedure for Grievances Concerning Employee Terminations and Employee Discipline:

The employer and employee may mutually agree, in writing, to waive any step to facilitate or expedite resolution of the grievance.

Step 1: An earnest effort shall be made to settle the matter informally between the aggrieved employee and the employee's immediate supervisor. If the grievance is not resolved informally, then it shall be reduced to writing by the employee who shall submit it to the employee's immediate supervisor within fourteen (14) days after the facts upon which the grievance is based first became known, or should have become known, to the employee.

The written grievance shall give a detailed statement concerning the subject of the grievance, the facts upon which the grievance is based, and indicate the specific relief being sought.

The supervisor will reply in writing to the employee within fourteen (14) days after receipt of the written grievance.

Step 2: If the grievance is not settled in Step 1, and the employee wishes to appeal the decision of the supervisor, the employee shall submit the written grievance to the District Administrator or designee within seven (7) days after receipt of the supervisor's written answer to request a hearing before an Impartial Hearing Officer. The Impartial Hearing Officer will be appointed by the District Administrator or designee.

If timely requested, the hearing will normally be scheduled within thirty (30) days of receipt of the request for hearing. The Impartial Hearing Officer may require the parties to submit documents and witness lists in advance of the hearing in order to expedite the hearing. The Impartial Hearing Officer will have the authority to administer oaths, issue subpoenas at the request of either party, and decide if a transcript is necessary. At the conclusion of the hearing, the Impartial Hearing Officer shall render a written decision indicating the reasons for one of four decisions: 1) Sustaining the discipline/termination, 2) Modifying the discipline/termination, 3) Denying the discipline/termination, or 4) Recommending additional investigation prior to final determination. The Impartial Hearing Officer shall issue the written decision to the employee and employer within thirty (30) calendar days from the date of the hearing or submittal of post-hearing briefs. In cases where the Impartial Hearing Officer recommends additional investigation, at the conclusion of the additional investigation, a second, follow-up hearing shall be scheduled. The Impartial Hearing Officer may apply relaxed

standards for the admission of evidence and may request oral or written arguments and replies.

Step 3: The employer or employee may appeal the decision of the Impartial Hearing Officer to the Board in writing within seven (7) days of receipt of the written decision of the Impartial Hearing Officer. The decision of the governing body shall be final and binding upon the parties.

Level of Review: The role of the Board of Education, in reviewing the decision of the Impartial Hearing Officer, is to solely address the following questions:

1. Did the Impartial Hearing Officer follow a fair and impartial process?
2. Is there evidence of corruption, fraud, or misconduct by the Impartial Hearing Officer?
3. Did the Impartial Hearing Officer make an error of law which makes his/her award invalid?
4. Did the Impartial Hearing Officer make an error of fact which makes his/her award invalid?

After answering the above questions, the Board of Education will decide to uphold, modify, or reverse the decision of the Impartial Hearing Officer. The Board will issue its written decision within sixty (60) days from receipt of the appeal.

V. Procedure for Grievances Concerning Employee Workplace Safety:

The employer and employee may mutually agree, in writing, to waive any step to facilitate or expedite resolution of the grievance.

Step 1: Any employee who personally identifies, or is given information about, a workplace safety issue or incident must notify his/her immediate supervisor of the issue or incident as soon as reasonably practicable. All workplace safety issues and incidents, no matter how insignificant the situation may appear to be, must be reported by an employee to their immediate supervisor within 24 hours after the incident or issue was raised in order to be addressed as part of the grievance procedure.

A written report of the incident or issue, outlining the events that transpired and proposed resolution, if any, shall be submitted to the Building Principal for review and consideration within seven (7) days of the incident or issue.

Step 2: After receipt of the written report, the Building Principal or designee will conduct additional investigation, as required, and normally issue a final

report on its findings and conclusions within thirty (30) days of receipt of the written report. Copies of the report will be given to the persons who signed the written report as well as to the District Administrator or designee.

Step 3:

The employee may appeal the findings and conclusions of the Building Principal and request the appointment of an Impartial Hearing Officer within seven (7) days after receipt of the Building Principal's report. The Impartial Hearing Officer will be appointed by the District Administrator or designee.

If timely requested, the hearing will normally be scheduled within thirty (30) days of receipt of the request for hearing. The Impartial Hearing Officer may require the parties to submit documents and witness lists in advance of the hearing in order to expedite the hearing. The Impartial Hearing Officer will have the authority to administer oaths, issue subpoenas at the request of either party, and decide if a transcript is necessary. At the conclusion of the hearing, the Impartial Hearing Officer shall render a written decision indicating one of three outcomes: 1) Sustaining the conclusions of the Building Principal, 2) Denying the conclusions of the Building Principal and ordering additional or alternative remedial measures, or 3) Recommending additional investigation prior to final determination. The Impartial Hearing Officer shall issue the written decision to the employee and employer within thirty (30) calendar days from the date of the hearing or submittal of post-hearing briefs. In cases where the Impartial Hearing Officer recommends additional investigation, at the conclusion of the additional investigation, a second, follow-up hearing shall be scheduled. The Impartial Hearing Officer may apply relaxed standards for the admission of evidence and may request oral or written arguments and replies.

Step 4:

The employer or employee may appeal the decision of the Impartial Hearing Officer to the Board in writing within seven (7) days of receipt of the written decision of the Impartial Hearing Officer. The decision of the governing body shall be final and binding upon the parties.

Level of Review: The role of the Board of Education, in reviewing the decision of the Impartial Hearing Officer, is to address the following questions:

1. Did the Impartial Hearing Officer follow a fair and impartial process?
2. Is there evidence of corruption, fraud, or misconduct by the Impartial Hearing Officer?
3. Did the Impartial Hearing Officer make an error of law which makes his/her award invalid?

4. Did the Impartial Hearing Officer make an error of fact which makes his/her award invalid?

After answering the above questions, the Board of Education will decide to uphold, modify, or reverse the decision of the Impartial Hearing Officer. The Board will issue its written decision within sixty (60) days from receipt of the appeal.

August 31, 2011

To: Altoona School Board

From: Chelsea Bellville, Principal, Pedersen Elementary

Re: Recommendation for Additional Kindergarten Section

Last spring we had approximately 106 students enrolled in kindergarten. Since then, we have had 12 new students enroll, and after student withdrawals we currently have 119 kindergarten students registered.

SAGE rules set teaming rooms at 30 students to two teachers (30:2), or 18 students to one teacher (18:1). This gives us capacity for 108 students with seven teachers/ sections. To be in compliance with SAGE for the 2011/12 school year, the administrative team recommends adding an 8th kindergarten section.



School District of Altoona Food and Nutrition Department

1903 Bartlett Avenue • Altoona, Wisconsin 54720

715-839-6056 • Fax 715-552-4482 • pehrhard@altoona.k12.wi.us

<http://www.altoona.k12.wi.us/foodservice> Altoona is an equal opportunity provider

"On Track with Altoona Food Service"

August 23, 2011

TO: Altoona School Board

RE: Meal Prices

With the passing of the Healthy Hunger-Free Kids Act on December 13, 2010 the USDA on June 17, 2011 released the interim rule on meal prices. On August 23, 2011 we received a letter from DPI dated August 12 regarding the new regulations for the 2011-12 school year.

In the letter it states that they know that school districts have already set their prices and that they will give us flexibility in meeting the new requirements. However, after a call to the DPI they have indicated that they will not renew our contract unless we increase the meal price of high school and middle school meals by \$0.05 per lunch meal. (We had already raised the price for elementary.)

Therefore please approve a five-cent increase in the meal price for high school and middle school lunches.

Sincerely,

Peggy Ehrhard
Foodservice Supervisor

Altoona Board of Education – Group Agreement for Board Meetings

- We start our meetings on time.
- We acknowledge that all ideas add value.
- We ensure that all voices are heard.
- We listen carefully and respectfully seeking to understand what the other person is saying. Then we speak clearly and concisely seeking to be understood by the other person.
- We conduct ourselves within commonly understood principles of integrity.
- We disagree with respect and curiosity.
- We seek a way around obstacles; reframing from an attitude of “we can’t,” to “how can we?”
- We do not engage in drama or political rhetoric.
- We honor the priorities of others.
- We value and encourage creativity.
- We seek to operate with as much “transparency” as possible.
- We suggest realistic actions and ideas, giving ourselves permission to dream big.
- We monitor our own participation and abide by our mutually agreed-upon ground rules.
- We act as process monitors and speak to violations of the agreements.
- We celebrate our accomplishments.

Adopted: