

The mission of the Boyceville Community School District, as a partner with family and community, is to provide a high quality education in which students gain respect for themselves, others, and their surrounding and develop a desire for excellence while learning the skills to become contributing members of a global society.

BOYCEVILLE COMMUNITY SCHOOL DISTRICT
Board of Education Regular Meeting
Wednesday, June 10, 2026 - 5:00 PM
Middle/High School IMC
1003 Tiffany Street
Boyceville, Wisconsin 54725

Agenda items may change up to 24 hours prior to the start of the meeting. Please check our web page for the most current agenda - www.boyceville.k12.wi.us.

The regular Board meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.

1. Call to Order
2. Roll Call of Attendance
3. Approval of Agenda
4. Approval of Board Minutes from the May 20, 2026, Meeting 3
5. Visitor's Welcome & Comments
6. **Information & Discussion Items:**
 - a. CESA 10 Referendum Update 6
 - b. Athletic Director's Year End Report
 - c. Achievement Gap Reduction Program Year End Report 7
 - d. Principal's & Special Education Director's Reports: Staff and Student Recognitions and Accomplishments; Recent and Upcoming Events/Activities in the Schools 12
 - e. Superintendent's Report: Referendum Updates; School Board Reminders; Recent and Upcoming Events/Activities in the District 19
 - f. Breakfast and Lunch Prices for the 2026-2027 School Year 20
 - g. Review Job Description Combining Duties for Community Education, MS/HS Library Assistant, and Accounts Payable Assistant 22
 - h. Review List of Addition Facility Items to Upgrade
 - i. Board Governance Discussion - Part 2: Board Authority, Individual Board Powers, & Board Officer Responsibilities (WASB Professional Development Training) 30
 - j. Monthly Budget Update
7. **Action Items**

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- a. Treasurer's Report: Act on Approval of Receipts, Bills, and Payments for May 2026 68
- b. Act on the Bid of \$11,220 from Eau Claire Business Interiors for Window Blinds at TCE 77
- c. Act on the Bid of \$160,697 from Meteor Education for TCE Cubbies 78
- d. Act on the Bid of \$113,932 from Meteor Education for TCE Library Furniture 80
- e. Act on the Bid of \$74,624 from Duet Resource Group for MS/HS Library Furniture 102
- f. Act on the Amount of \$350,000 to Budget for Each Building for Classroom Furniture
- g. Act on the Bid of \$26,849 from Marshfield Book and Stationery Inc. for the Middle/High School Teacher Workroom 113
- h. Act on the 2026-2027 WIAA Membership Renewal
- 8. Adjournment to closed session under Wis. Statutes 19.85 (1)(c) for the purpose of discussing employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to discuss resignations and new hires and to conduct the superintendent's evaluation.
- 9. Reconvene in open session for the purpose of taking action as deemed necessary or appropriate on any matter discussed or deliberated upon in closed session.
- 10. Personnel Resignations and New Hire Recommendations
 - a. Act on the Resignation of Brittane Despres as Occupational Therapist
 - b. Act on the Resignation of Levi Wolf as JV Basketball Coach
 - c. Act on the Transfer Recommendation of Erika Cormican from a Part-time to Full-time Paraprofessional at TCE
 - d. Act on the Transfer Recommendation of Ashlee Morse from a Part-time to Full-time Paraprofessional at TCE
 - e. Act on the Hiring Recommendation of Kaylee Hessler as MS/HS Spanish Teacher
 - f. Act on the Hiring Recommendation of Sam Benoy as Varsity Boys Basketball Coach
 - g. Act on the Hiring Recommendation of Levi Wolf as Assistant Varsity Football Coach
- 11. Adjournment

BOYCEVILLE COMMUNITY SCHOOL DISTRICT
Board of Education Regular Meeting
Middle/High School Library
Wednesday, May 20, 2026

The Board of Education of the Boyceville Community School District met in regular session on Wednesday, May 20, 2026, at 5:04 p.m. in the Middle/High School Library.

Board members present: Amber Carlson, Stacy Fetzer, Shanna Krueger, Ben Mrdutt, and Jessie Olson

Others present: Superintendent Nick Kaiser, Alesha Kersten, Emmaly Monfort, Patrick Gretzlock, Shannon Bignell, Rebecca Hanestad, Jacob Peterson, Derrick Retz, and Alex Larson of CESA 10

Motion by Ben Mrdutt to approve the agenda as presented. Seconded by Jessie Olson. All voted in favor. Motion carried.

Motion by Ben Mrdutt to approve the Board of Education Minutes from the April 15 and May 6, 2026, meetings as presented. Seconded by Shanna Krueger. All voted in favor. Motion carried.

Visitor's Welcome & Comments:

President Carlsrud welcomed those in attendance. No comments from the audience were made.

Information/Discussion Items:

CESA 10 Referendum Update – Alex Larson of CESA 10 updated the Board on the progress of our referendum projects. Phase 1 items are completed other than a few warranty items that are being addressed. Phase 2 work will begin in both buildings June 1st. This will include TCE gym flooring, hallway flooring, tech ed remodel, and locker refinishing and replacement. The parking lot project is in design and being watched for conflict points. The bus garage canopy is progressing. The village approved the variance for the site on April 28, 2026. The next step is finalizing the structural design and approval. Outstanding projects that remain include the middle school gym floor, irrigation to the ball fields, bleacher updates, and site concrete fixes.

Superintendent Kaiser noted that the irrigation system that was tabled during the May 6, 2026, work session was included in our original scope with CESA 10. The addition of irrigation to our practice football field at TCE will be paid from our maintenance budget and not the referendum fund.

Principals/Special Education Director Reports – The principals and special education director provided an overview of their written reports to the Board. Reports included staff and student recognitions and accomplishments as well as recent and upcoming events and activities in the schools. Some of highlights include:

- Graduation and the week's activities including the Walk of Honor
- Senior student Will Engel received the National Science Olympiad Scholarship of \$10,000. One of five students nationwide.
- Girls Track, Baseball, and Softball are all 2026 Conference Champs.
- Summer 2027 Spanish trip is moving forward
- PTO was acknowledged for their display of appreciation throughout the year and during teacher appreciation week.
- Elementary Teacher Madison Kurey was selected by Alpha Tau for the New Female Educator Award
- The playground fence that was approved last month has already been installed at TCE

- Mrs. Lange’s special education students visited Raw Deal to learn about how to run a coffee shop

Superintendent’s Report

- Festival of the Arts was a great event. Congratulations to all of the students who displayed work and performed.
- Congratulations to the Class of 2026! We are very proud of their accomplishments during their time in Boyceville. Best wishes moving forward to the next phase of their lives.
- Thank you to our entire staff for all of the work they have done this year. Staff and Teacher Appreciation Week was May 4-8.
- Fall in-service planning is underway as well as planning for our summer school/transition days. Data from State Testing is starting to come back to us to use for planning instructional changes this fall.
- Referendum work for the summer continues with preparing for rooms to be shut down and areas with restricted access. Plans for summer school locations are being adjusted as construction work schedules change.
- The last day of school for students remains Friday, May 29, 2026.

Monthly Budget Update – No update given

Action Items:

Treasurer’s Report – Motion by Shanna Krueger to approve Check Numbers: 1499-1506, 16431-16446, 84576-84623, 84631-84683, 84691-84722, and the ACH Payments made by PMA as presented Totaling: \$390,538.52 from the General Fund and \$667,094.54 from the Referendum Fund. Seconded by Stacy Fetzer. All voted in favor. Motion carried.

Awarding of Diplomas – Motion by Ben Mrdutt to accept the recommendation to award diplomas to the members of the Class of 2026 who have met the district’s graduation requirements. Second by Shanna Krueger. All voted in favor. Motion carried.

2026-2027 Open Enrollment Applications - Mr. Kaiser recommended approval of all open enrollment applications with the exception of application #20 and 21 due to special education and 8th grade space restrictions. Motion by Stacy Fetzer to approve the 2026-2027 Open Enrollment Applications as recommended. Seconded by Ben Mrdutt. All voted in favor. Motion carried.

2026-2027 Board Meeting Dates – Motion by Stacy Fetzer to approve the 2026-2027 Board Meeting dates as presented. Seconded by Ben Mrdutt. All voted in favor. Motion carried.

Grants/Donations – Motion by Stacy Fetzer to accept the following donations. Seconded by Shanna Krueger. All voted in favor. Motion carried.

- Weighted Wearables, LLC donation of weighted vests valued at \$2,924 for our special education department.
- Boyceville Music Parent’s Association donation of \$5,850 to the Choir Activity Fund to help with the cost of the Washing DC music trip.

Motion by Stacy Fetzer to adjourn to closed session under Wis. Statutes 19.85 (1)(c) for the purpose of discussing employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically to discuss resignations/new hires, 2026-2027 compensation, and to discuss the superintendent’s evaluation. Seconded by Ben Mrdutt. Roll call vote: Carlsrud-Yes, Fetzer-Yes, Krueger-Yes, Mrdutt-Yes, and Olson-Yes. The meeting adjourned to closed session at 5:45 p.m.

The meeting reconvened in open session at 8:00 p.m. for the purpose of taking action as deemed necessary or appropriate on any matter discussed or deliberated upon in closed session.

Action Items

No Spanish Teacher Recommendation Prepared for this Meeting

Motion by Jessie Olson to accept the hiring recommendation of Meghan Olson as the TCE Summer School Lead Instructor. Seconded by Ben Mrdutt. All voted in favor. Motion carried.

Motion by Jessie Olson to accept the hiring recommendation of Ali Fentress as the TCE Summer School Reading Instructor. Seconded by Stacy Fetzer. All voted in favor. Motion carried.

Motion by Ben Mrdutt to approve the 2026-2027 speech and language services contract with Angel Schmidt of Go Midwest Therapy. Seconded by Shanna Krueger. All voted in favor. Motion carried.

Motion by Jessie Olson to approve the individual teacher compensation adjustments as discussed in closed session. Seconded by Ben Mrdutt. Stacy Fetzer abstained due to conflict of interest. 4-0 vote. Motion carried.

Motion by Shanna Krueger to approve the professional staff \$1,500 step increase as presented with the starting teachers salary set at \$47,000. Seconded by Ben Mrdutt. Stacy Fetzer abstained due to conflict of interest. 4-0 vote. Motion carried.

Motion by Ben Mrdutt to approve the following 2026-2027 compensation recommendations. Seconded by Shanna Krueger. 3-1 vote. Motion carried.

Administration/District Office Support Staff/Director of Buildings, Grounds, & Maintenance – 3%
Food Service Director – Increase to \$55,000
Support Staff - \$1.00/hour increase
Bus Drivers - \$975 base pay increase
Support Staff Position Starting Hourly Pay - \$0.50/hour increase

Motion by Ben Mrdutt to adjourn. Seconded by Stacy Fetzer. All voted in favor. Motion carried. The meeting adjourned at 8:07 p.m.

Respectfully submitted
by Alesha Kersten for

Jessie Olson, School Board Clerk



Boyceville Community School District Weekly Construction Update



District Flooring updates:

- Flooring Demolition across both buildings has been completed. Moisture testing is being conducted with terrazzo and VCT installation starting next week.

TCE Gym Upgrades:

- Project Update: Demolition in the Gym will start on June 8th. Bleachers and existing flooring will be removed, and installation of new flooring will follow.

Locker Upgrades:

- Locker Demolition across project areas has begun. Concrete locker curbs have been removed. Lockers Have been delivered to Eclipse powder coat for the refinishing process to begin.

Tech- Ed Remodel:

- Demo began. Masonry was removed at new door and window openings.
- The old air handler was removed. Pad was poured for new air handler.
- Floor patching started.
- Conduit routing for the generator circuits continues.

PI-00611-B Achievement Gap Reduction End of Year Report - 2025-26

1. General Information and End-of-Year (EOY) Entitlement Strategies

District Name:

Boyceville Community School District

School Name:

Tiffany Creek Elementary

Contact Name:

Shannon Bignell

Contact Email Address:

shannonb@boyceville.k12.wi.us

Kindergarten:

Reduced Class Size

First Grade:

Reduced Class Size

Second Grade:

Reduced Class Size

Third Grade:

Reduced Class Size

Multi Year Classrooms:

How did the strategies you reported at the beginning of the year compared to what was used over the course of the year?

Beginning of year and end of year reports remain the same.

Which of the following strategies were used in K-3 classrooms during the 2025-26 school year? Make a selection for each strategy.

2. Reduced Class Size

What percentage of classrooms in each grade have a reduced class size? Make a selection for each grade level.

	None	Less than 25%	25-50%	51-75%	More than 75%
Kindergarten					
First					
Second					
Third					

Because of the AGR program in your school, what instructional strategies are reduced class size teachers using with students? Please select all that apply.

What benefits do reduced class size provide for your school?

3. Instructional Coaching

What percentage of classrooms in each grade have instructional coaching? Make a selection for each grade level.

	None	Less than 25%	25-50%	51-75%	More than 75%
Kindergarten					
First					
Second					
Third					

Which of the following characteristics do your AGR instructional coaches have? Please select all that apply.

On average, how often are AGR instructional coaches meeting with the teachers they coach? Select one response.

What benefits does Instructional Coaching provide for your school?

4. One-to-one Tutoring

What percentage of classrooms in each grade have one-to-one tutoring? Make a selection for each grade level.

	None	Less than 25%	25-50%	51-75%	More than 75%
Kindergarten					
First					
Second					
Third					

On average, how often are AGR one-to-one tutors meeting with students? Select one response.

What practices does your one-to-one tutor use? Please select all that apply.

What benefits does the one-to-one tutoring provide for your school?

5. Benchmark Assessments

Kindergarten Assessments:

Aimsweb+Early Literacy letter name and letter sound fluency, Aimsweb+ spelling, local assessments to numbers 1-50 identification, shapes, sequencing and rote counting

First Grade Assessments:

HMH selection quizzes, Aimsweb+ spelling, CVC word check, high frequency words, iReady

Second Grade Assessments:

HMH high frequency word check, Aimsweb+ oral reading fluency, HMH structured literacy spelling, local assessments for math fluency, time

Third Grade Assessments:

Aimsweb+ oral reading fluency, HMH weekly assessments, Aimsweb+ spelling inventory, iReady diagnostic

ID	2025-26 School Year Grade 1	Performance	Proficiency	How many students were evaluated?	How many achieved the objective?	Percent (%)	How many students enrolled full time for year?	How many full time students achieved objective?	Was proficiency achieved?
subject	mathematics								
	Students will correctly answer 3 of 4 addition word problems (sums within 20)	Demonstrate with written performance	75% of students will perform at 75% accuracy	44	43	%	44	43	Yes
subject	mathematics								
	Students will efficiently answer basic addition facts to 10	Demonstrate with written performance	75% of the students will perform at 75% accuracy	44	42	%	44	44	Yes
subject	mathematics								
	Students will count by 2's, 5's and 10's with two digit numbers	Demonstrate with written performance using frames and arrows routines	80% of the students will perform at 80% accuracy	44	25	%	44	34	No
subject	mathematics								
	Students will show 5 numbers using base 10 blocks.	Demonstrate with written performance	75% of the students will perform with 80% accuracy	44	36	%	44	43	Yes
				How many students were evaluated ?	How many achieved the objective ?	Percent (%)	How many students enrolled full time for year?	How many full time students achieved objective?	Was proficiency achieved?
subject	reading / languag arts								
	75% of students will answer questions about key details in a text with 75% accuracy. (HMH Selection Quizes)			44	40	%	44	38	Yes

ELA	Reisimer	Starrett	Holden	Met goal?
75% of students will demonstrate 75% accuracy in writing a minimum of four complete sentences that include capitalization, punctuation, and correct spelling of high-frequency words	12/17 71%	11/16 69%	11/16 69%	70% No
75% of students will read at or above 25th Percentile rank on a decodable grade level one minute timing (AIMSWEB)	11/17 65%	12/16 75%	14/17 82%	74% No
75% of students will correctly spell 75% of words with Structured Literacy spelling patterns	11/17 65%	10/16 63%	10/17 59%	62% No
MATH				
75% of students will recall basic addition facts to 18 with 85% accuracy	16/17 94% UNTIMED	15/16 94% UNTIMED	14/16 88% UNTIMED	92% YES
75% of students will recall 50 basic subtraction facts to 18 with 75% accuracy	16/17 94% UNTIMED	15/16 94% UNTIMED	13/16 81% UNTIMED	90% YES
75% of students will read a clock's time to the five minute with 75% accuracy	12/17 71%	13/16 81%	13/16 81%	78% YES



**Boyceville High/Middle School
Principal's Report
June 10, 2026**

Submitted: Friday, June 5, 2026

Facilities

Similar to the end of the 2024-2025 school year, the conclusion of this past school year was followed by the next phase of the referendum project. The immediate removal of our floors - in the main arteries of the high/middle school AND the commons have been removed and are being prepped for a facelift. The work left the building in a mess and travel from one end of the building to another became a sticky mess - while the initial surprise of the work was conversational, the focus quickly shifted to excitement with the idea that our deteriorating floors would soon be given an update that is sure to breathe some fresh air into our facilities.

Derrick Retz and his staff have continued their heavy lifting by clearing out the two shop areas in preparations for the upgrades that will take place there; in addition, the crew and summer help have been removing locker bays in the middle school portion of the building.

As of this writing, there has been a new window space cut out of the technology education classroom, the two shop areas are now joined by a new doorway and the closet space in the wood shop has been addressed - creating a space more conducive to the overall efficiency of the space.

I continue to work with a number of our vendors in hopes of having the HS/MS Conference Room, Staff Workroom and final upgrades to the HS/MS office space completed prior to the start of the 2026-2027 school year.

Curriculum & Instruction

We have essentially completed the work associated with student scheduling - the share of this work was completed by Karlene Berry and Andy Hamm at the high school. As we finalize our transition to Skyward, the final touches will be put on this scheduling process. Overall, this year's process of course registration has been the most effective of my four-year tenure.

The middle school schedule will have some updates as we continue to look for ways to optimize student learning and engagement throughout the school day. Most notably, middle school students will start their day by engaging in exploratory courses (ag, tech, FCS, art, etc); this will also provide each of our middle school content-area teachers with a common planning/prep time - allowing us to work on revamping our current grading system, along with implementing programs designed to strengthen our school community.

The three resignations at the high school level resulted in a brief delay in finalizing our scheduling and registration for the 2026-2027 school year as we need to consider all options

before working to finalize a master schedule. Karlene Berry has begun the next stage of our scheduling process - filling in holes for those students who were unable to be assigned to a full schedule. The majority of our students who have incomplete schedules need to find one additional class (and there are a handful of outliers that will need to find multiple courses) to be considered full-time students.

Results for the PreACT Secure have been released electronically; we will spend the week of June 8, working to send this information (along with that from our fall testing session) in an effort to help our students and their families better understand the growth and learning that took place over the course of the 2025-2026 school year.

We will be hosting two sessions of summer school at the high school (June 8-June 25 and July 6-July 23). These sessions are designed to provide students an opportunity to remediate coursework and attempt to get back on track to graduate on time. We will be utilizing curriculum and instruction via Edmentum (our online program) and the supervision of Frank Fetzer (session one) and Brian Roemhild (session two).

Climate/Culture

Our chosen characteristic for the Student of the Month in May was Bulldog Pride. I am proud to share that Serenity Miller was our recipient at the high school and Korzyn Miller was our recipient at the middle school. Both students were nominated by Ms. Lange.

We engaged our students in activities to recognize the 250th Birthday of the United States - in conjunction with mandates issued by the State of Wisconsin. Both the high school and middle school student bodies were provided an opportunity to engage in trivia contests and a red, white and blue dress up day. Students were provided entries in drawings by answering questions correctly AND by dressing up. Prizes were awarded to nearly a dozen students - highlighted by two vouchers for two tickets to an Eau Claire Express baseball game this summer. In addition to these contests, all students were treated to red, white and blue bomb pops during the last week of school.

- The Boyceville High School Class of 2026 had a successful ceremony on May 22, as 51 members of the class walked the stage and earned their diploma; the final member of the class will receive her diploma at Mauston High School after completing the Challenge Academy - this ceremony will take place on Wednesday, June 10.
- The girls' track team, boys' track team and softball team each earned regional championship titles and the baseball team won a conference championship this spring.

Boyceville Community School District



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June Board Report Pupil Service Department

Facilities

- Goal: Ensure all Pupil Services offices and intervention spaces are organized, accessible, and equipped to provide confidential and effective services.
- ❖ Conference room tables and chairs have been picked out and will match the room next to Pat's office.

Climate/Culture

- Goal: By the end of the school year, establish and maintain a regular schedule of structured meetings where staff set agendas, identify needs, and collaborate on strategies that support student success and a positive school climate.
 - Develop a consistent meeting schedule (monthly or bi-monthly) for pupil services collaboration.
 - Use shared agenda templates for transparency and focus.
 - Collect and review meeting feedback to continuously improve processes.

Celebrations:

- ❖ Thank you to Bonnie for her support during Ashley's Intern year.

Curriculum and Instruction

- Goal: Increase paraprofessional knowledge, skills, and collaboration to enhance support for students' academic, behavioral, and social-emotional needs.
 - Collect feedback from paraprofessionals to guide future training

Tiffany Creek Elementary

161 East Street Boyceville, WI 54725
Phone: 715-643-3647 (DOGS)
Fax: 715-643-7805

Middle/High School

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Boyceville Community School District



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- and collaboration structures.
- Offer monthly internal/external professional development sessions focused on instructional strategies, behavior supports, and IEP/504 implementation.
- ❖ Feedback during reviews: Paraprofessionals would like better access to the updated IEPs as meetings occur, and updates are not always shared.
- ❖ They would like more information about ways to support without overhelping students
- ❖ They would like more information about support in curriculum areas like ELA and Math.
- Goal: Empower students to understand their IEP/504 plans and actively participate in communicating their learning needs and accommodations to staff.
 - Collaborate with case managers and classroom teachers to provide structured opportunities for students to self-advocate.
 - Include student voice in progress monitoring discussions to increase ownership and understanding of their plans.
- ❖ 75% of the Middle School students lead their IEP meetings. High School was less than 50%. Overall, it was a good start, and we will continue to grow in this area.
- Goal: Increase the frequency and effectiveness of coaching observations to strengthen intervention implementation and improve student outcomes.

Upcoming events:

- ❖ None at this time

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Student Health and Safety

- Goal: Support the school nurse in establishing and implementing building-wide Medical Response Teams to enhance student and staff safety.
- ❖ Materials were purchased in May and will be assembled for the next school year. There will be a medical response bag in each office.

Technology

- Goal: Increase access to technology resources for staff to reduce shared-device constraints and improve productivity.
 - Purchase iPads, licenses, and research and evaluate other technology services or platforms that could improve workflow and productivity.
 - Continue to support technology by providing professional development for staff.

Reflections from Professional Development:

Respectfully submitted by *Rebecca Hanestad*

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Board Report for June, 2026 ~ aligned to Focus/Pillars

Climate/Culture Goal: *To foster and promote a positive, inclusive, and safe school climate that supports the social emotional development, well being, and academic success of all students.*

- Color Run huge success; record number of families for picnic
- Thank you to food service and custodial/grounds staff for picnic day

Facilities Goal: *To provide a safe, healthy, accessible and sustainable learning environment for our students - one that reflects the district's commitment to excellence and attracts families seeking a high-quality education for their children.*

- Demo complete for TCE flooring
- Cubbies will come late August/Early September
- Summer school will be housed in EC room, Shannon and Angie's rooms (painting completed and last phase for terrazzo).

Curriculum and Instruction Goal: *To provide a rigorous, engaging, and inclusive curriculum that fosters academic excellence, creativity, critical thinking, and a lifelong love of learning for all students.*

- Schedules are complete and allow for coaching and support
- Currently pulling together all available assessment data for fall inservice
- Equity audit findings
 - Trend in office referrals for students with IEPs
 - Not enough data sources to be thorough
- ELA scores trending up
- Questions about math scores and new curricular resource

Student Health and Safety Goal: *To provide a safe, healthy, and supportive school environment that promotes the physical, emotional, and social well-being of all students.*

- Office visits

Technology Goal: *To integrate technology effectively into teaching and learning to enhance student engagement, creativity, collaboration, and digital literacy in a safe and responsible manner.*

- Review technology procedures

- When and how are we using devices?
- Is 1-1 necessary in all grade levels?
- Forecasting for the future
- Staff members to have reliable devices for check out

Communication Goal: *To foster open, transparent, and effective communication among students, families, staff, and the community to build trust, strengthen relationships, and support student success.*

- Parent Squared
- Skyward training
- PTO (end of the year assembly)
- Shared Decision Making Team

Respectfully submitted by Shannon Bignell ~ Tiffany Creek Elementary Interim Principal

BOYCEVILLE COMMUNITY SCHOOL DISTRICT MISSION STATEMENT

The mission of the Boyceville Community School District, as a partner with family and community, is to provide a high quality education in which students gain respect for themselves, others and their surroundings and develop a desire for excellence while learning the skills to become contributing members of a global society.

Superintendent Report June 2026

- On May 22, I enjoyed watching the class of 2026 participate in their graduation. It was great to see all the families and students.
- The summer work is well underway. Derrick and his staff have been working hard to coordinate the chaos.
- Referendum working is on-going. Flooring and CTE renovations have been progressing.
- Congratulations to our State track meet qualifiers and all of our spring sport athletes.
- Admin summer meeting is scheduled for June 11.

**LOCAL SCHOOL DISTRICT FOOD SERVICE PRICES
2025-2026**

DISTRICT	PK - Elementary Breakfast Price Per Meal	Junior High/Middle School Breakfast Price Per Meal	High School Breakfast Price Per Meal	Adult Breakfast Price Per Meal	PK - Elementary Lunch Price Per Meal	Junior High / Middle School Lunch Price Per Meal	High School Lunch Price Per Meal	Adult Lunch Price Per Meal	Milk Price per Carton	2nd Entree A La Carte Price
Boyceville	\$1.85	\$1.85	\$1.85	\$3.00	\$2.95	\$3.10	\$3.10	\$5.00	\$0.50	\$2.00
Clear Lake	\$1.75	\$1.85	\$1.85	\$3.00	\$3.10	\$3.20	\$3.30	\$4.75	\$0.50	\$2.00
Colfax	\$1.75	\$1.75	\$1.75	\$2.85	\$3.00	\$3.15	\$3.15	\$4.05	\$0.50	\$1.45
Elk Mound	\$1.25	\$1.25	\$1.25		\$2.40	\$2.75	\$2.75			
Elmwood	\$1.85	\$2.00	\$2.00	\$2.60	\$2.80	\$3.20	\$3.20	\$4.75	\$0.40	\$1.75
Glenwood City	\$2.00	\$2.00	\$2.00	\$2.50	\$3.00	\$3.10	\$3.10	\$4.25	\$0.50	\$1.80
Pepin	\$2.45	\$2.85	\$2.85	\$3.60	\$3.50	\$3.90	\$3.90	\$5.25	\$0.40	
Plum City										
Prairie Farm	\$1.45	\$1.65	\$1.65	\$3.00	\$3.10	\$3.30	\$3.30	\$5.00	\$0.40	\$1.75
Spring Valley	\$1.85	\$1.85	\$1.85	\$2.70	\$2.70	\$3.00	\$3.00	\$4.65	\$0.50	\$2.25
AVERAGE PRICES	\$1.80	\$1.89	\$1.89	\$2.91	\$2.95	\$3.19	\$3.20	\$4.71	\$0.46	\$1.86
BCSD COMPARISON	\$0.05	-\$0.04	-\$0.04	\$0.09	\$0.00	-\$0.09	-\$0.10	\$0.29	\$0.04	\$0.14

BREAKFAST PRICE HISTORY					
<u>SCHOOL YR</u>	<u>4K-4</u>	<u>5-6</u>	<u>7-8</u>	<u>9-12</u>	<u>Adult</u>
16-17	\$1.20	\$1.20	\$1.20	\$1.20	\$1.60
17-18	\$1.20	\$1.20	\$1.20	\$1.20	\$1.60
18-19	\$1.20	\$1.20	\$1.20	\$1.20	\$2.50
19-20	\$1.20	\$1.20	\$1.20	\$1.20	\$2.50
20-21	\$1.20	\$1.20	\$1.20	\$1.20	\$2.50
21-22	\$1.20	\$1.20	\$1.20	\$1.20	\$2.60
22-23	\$1.50	\$1.50	\$1.50	\$1.50	\$2.60
		<u>4K-5</u>	<u>6-8</u>	<u>9-12</u>	<u>Adult</u>
23-24		\$1.55	\$1.55	\$1.55	\$2.60
24-25		\$1.65	\$1.65	\$1.65	\$2.60
25-26		\$1.85	\$1.85	\$1.85	\$3.00

MILK
<u>PK-12</u>
\$0.50
\$0.50
\$0.50
\$0.50
\$0.50
\$0.50
\$0.50
\$0.50
\$0.50
\$0.50

LUNCH PRICE HISTORY					
<u>SCHOOL YR</u>	<u>4K-4</u>	<u>5-6</u>	<u>7-8</u>	<u>9-12</u>	<u>Adult</u>
16-17	\$2.35	\$2.45	\$2.65	\$2.65	\$3.45
17-18	\$2.45	\$2.55	\$2.75	\$2.75	\$3.45
18-19	\$2.45	\$2.55	\$2.75	\$2.75	\$3.75
19-20	\$2.45	\$2.55	\$2.75	\$2.75	\$3.75
20-21	\$2.55	\$2.65	\$2.85	\$2.85	\$3.75
21-22	\$2.55	\$2.65	\$2.85	\$2.85	\$4.75
22-23	\$2.65	\$2.75	\$2.95	\$2.95	\$4.75
		<u>4K-5</u>	<u>6-8</u>	<u>9-12</u>	<u>Adult</u>
23-24		\$2.70	\$2.95	\$2.95	\$4.75
24-25		\$2.75	\$3.00	\$3.00	\$4.75
25-26		\$2.95	\$3.10	\$3.10	\$5.00

ACCOUNT BALANCE HISTORY	
22-23	\$110,455.87
23-24	\$69,945.44
24-25	\$66,120.37
25-26	TBD

**Rising food prices, new software, employee benefits*



MS/HS LIBRARY ASSISTANT, COMMUNITY EDUCATION DIRECTOR, ASSISTANT BOOKKEEPER JOB DESCRIPTION

JOB INFORMATION

Job Title:	MS/HS Library Assistant, Community Education Director, Assistant Bookkeeper
Job Type:	Regular
Classification:	Hourly
Location:	Library/Media Center
Reports To:	District Administrator, MS/HS Principal
Supervises:	Community Education Instructors
Salary:	On Schedule
Length of Contract:	School Year - 37.5 hours/week based on the support staff calendar Summer - 15 hours/week *May require evenings and/or weekends
FLSA Status:	Non-Exempt

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws.

JOB SUMMARY

MS/HS Library Assistant (55%)

The Library Assistant is responsible for the day to day operations of the building library which include managing the circulation of materials, assisting with student chromebook needs, and supervision of students. The Library Assistant is responsible for following and enforcing library policy.

Community Education Director (32%)

The Community Education Director is responsible for the overall development, organization, operation and coordination of the broadly defined Community Education Program. The functions of this program assume responsibility for recruiting, selection, training, supervisory and evaluation of all paid and non-paid staff members working with Community Education.

Assistant Bookkeeper (13%)

The Assistant Bookkeeper is responsible for the data entry of all district invoices and receipts, processing of accounts payable checks, reconciliation of food service online payments, and other miscellaneous filing and data entry tasks.

ESSENTIAL JOB FUNCTIONS

MS/HS Library Assistant

- Prepare and arrange library resources, working with the circulation of materials.
- Provide guidance and assistance to students in the selections of material and using library resources.
- Manage library material inventory.
- Generate reports including statistics reports and patron data.
- Assist students with Chromebook issues.
- Assist with the selection and ordering of library materials.
- Supervise students as assigned.
- Help to maintain an orderly and functional room environment conducive to learning.
- May assist in coordinating events
- Intervene with students in crisis/emergency situations.
- Maintain student/program confidentiality communicating with staff and parents as directed.
- Demonstrate a professional attitude toward work.
- Perform other tasks as assigned.

Community Education Director

- *Program Development*
 - Develop/facilitate programs, classes, or activities that meet cultural, social, recreational, educational, and health needs of all residents of the school district
 - Implement a Needs Assessment on a regularly scheduled basis
 - Form partnerships with or assist in the development of partnerships that allow new initiatives and expansion of community education - COMMUNITY OUTREACH!
- *Budgeting and Financial Planning*
 - Submit an annual budget to the District Office
 - Maintain accurate financial records of all programs and activities
- *School and Community Relations*
 - Coordinate the development of community education website, Facebook, etc., that inform the community of community education activities and issues
 - Coordinate facility use requests for the district and schedule on the district calendar - includes all youth sporting schedules
 - Act as a liaison for community organizations and the school district
- *Staff Development*
 - Provide opportunities for training to community education instructors
- *Supervision*
 - Supervise community education staff
 - Hire and terminate community education staff
 - Evaluate community education staff
- *Community Education Advisory Council*

- Facilitate activities of the council which reflects a cross-section of the district residents, community organizations, and age groups
- Establish regularly scheduled meetings of the council (4 meetings per year)

Assistant Bookkeeper

- Data entry for A/P invoices for all payments
- Process A/P checks (verify amounts, print checks, staple/stuff checks, file paperwork)
- Record/crosscheck monthly receipts
- Reconcile online food service payments for monthly bank reconciliation
- Other duties as assigned

REQUIRED QUALIFICATIONS

- College degree preferred but other training and experience which qualify an applicant for this position will be considered
- Experience in related fields such as recreation, youth and adult education, marketing, economics, and public relations

KNOWLEDGE, SKILLS, AND ABILITIES

May be representative, but not all-inclusive, of those commonly associated with this position.

- Ability to communicate effectively with staff, students, community members, and agency representatives
- Organization skills and abilities
- Computer and technology skills

WORK ENVIRONMENT

- Office, classroom, and outdoor settings
- May occasionally be exposed to potential hazardous bodily fluids
- Moderate noise level

PHYSICAL REQUIREMENTS

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Must be able to have repetitive wrist/hand/finger movement to work on computer and/or related office equipment.
- May be required to grasp, push, reach, or stoop/kneel/crouch.
- May occasionally be required to lift up to 15 pounds.

The Boyceville Community School District is an Equal Opportunity Employer

Reviewed by (enter name and date below):

DRAFT

Boyceville HSMS Library Support Staff (Tasks & Responsibilities)

Respectfully Submitted by: Jen Engel

My daily library routine tries to balance staff tasks/duties and collection management, with student/teacher assistance and enrichment opportunities. Responsibilities range from processing new and current library materials, chromebook distribution, or offering library events and enrichments to encourage students and staff to use the space.

START OF DAY (Set Environment Needed for the Day)

- Seating/furniture arrangement and/or clean up after evening groups
- Prepare Music, Library Media Displays, Library Engagements (Question of Day/Word of Week)
- Bulletins Boards
- Log into computers and Alexandria (Library System)
- Clear desk of miscellaneous items left for the library.
- Check library printer for jams/paper and field questions about printer or workroom needs

Admin/STAFF TASKS (Regarding Communication, Supervision, Book Purchases)

- Communicate with administration and staff regularly about library, needs, and event opportunities.
- Continued work with administration to develop library procedures for CB damages
- Answer emails, make phone calls, follow up with student requests.
- Supervision of Independent Study students, students, groups (COMPASS/Study Hall Support)
- Monthly Meetings with District Librarian and sometimes as a district library staff
- Regular meeting with building principal to discuss library needs and programming
- Works with office on book purchases and library resource purchases.
- Meet with vendors about library materials (as needed)
- I attend CESA 10 Library Forums (3 times per year) to stay current about library trends and details about Library Planning.

STUDENT DEVICE CIRCULATION (Chromebooks, Chargers, Damages, Hot Spots Inventory)

- Working with the IT department, the library has been responsible for the check out and check in of chromebooks inventoried through the library system. This includes generating library cards and printed lists for student check out.
- Library works with IT to maintain updated devices by keeping records through the library system of expiration dates for chromebooks to make plans for replacements and redistribution.
- Library is responsible for assigning chromebooks to teachers for MS CARTS as well as Classroom Storage Cases. This responsibility does not include wiring carts/storage cases with chargers.
- Library staff manages the day to day check out/in of library loaner chromebooks or chargers.
- Circulation Desk troubleshoots basic CB issues (powerwashing/damages) before sending students to IT or Principal for a solution.
- The circulation desk is responsible to issue students with a damaged chromebook with either a replacement or loaner once they have talked with administration.

- Chromebook damages are recorded by library staff before giving damaged devices to IT for repairs.
- Once repaired, the Library is responsible to process devices by either returning them to the student assigned or shelving with the CB model fleet stored behind the circulation desk.
- Working with District Administrator, the Library circulates and manages HOT SPOT devices for students at TCE and HSMS.

CIRCULATION DESK TASKS

- Front Desk Coverage: Check books in and out, update account information of students/staff
- Clear book drop and preshelf items on library carts
- Generate labels for new items. Apply book covers for new items.
- Maintains and repairs labels for already shelved items.
- Manages weekly, monthly periodicals and daily newspapers
- Assist students with finding materials needed for reading or class projects.
- Works with frequent interruptions to assist students and staff needs.

COLLECTION MANAGEMENT

- Sort/review, weed, discard current items.
- Shelve returned books and materials, straightening stacks as books are returned to their proper place, keeping shelves and books organized and managed.
- Updating Library books by:
 - Researching top-rated titles for both Fiction and Nonfiction reading for our school age levels (preteen, teen, and young adult).
 - Ordering new titles for our library,
 - Unpacking book deliveries and prep new books (generating barcodes, stamps, and dust jackets)
 - Shelve items or create display with new titles
- Repair, discard, or replace damaged books and update outdated resources.
- Monthly or seasonal book displays following themes or topics throughout the year.

STUDENT SERVICES (Programming & Library Enrichments)

- Conduct informal and formal opportunities for students to learn library things like: showing them how to access the library (which now includes SORA Overdrive for digital access that encourages trainings for staff and students about SORA), citation formatting (Civics classes), basic research techniques when CB are not allowed, Book Tastings, and other supports to classrooms, groups, and students.
- Last year, I offered two enrichments per month to engage the school in the library (see list).
- Arrange for special events like guest readers, reading week, book fairs, and open houses.
- Solicit ideas from staff about ideas for future programming to support their classrooms.
- Continue developing modern library elements: Maker Spaces for Art, STEM activities, LEGO builds or Exploration Spaces for things like, new music genres and new technologies.
- Continue developing student literacy by offering First Chapter Days, book reads, guest readers days.

END OF DAY STUFF

- Shut down all devices used throughout the day.
- Prepare needed library maintenance tasks for the next day.
- Sweep library for debris and students before locking up the library.

Wrap Up Note...

Please feel free to ask me any further questions about any of the above things I am currently doing or working on for the HSMS Library.

I've done a lot, but there is more that could be done in regard to student services that I continue to learn about when I attend the quarterly Library Forums through CESA.

2025-2026 HSMS Library Enrichments/Support

AUGUST

- Back to School Open House
- Teacher Favorite Books Display for Back to School
- Chromebook Distribution

SEPTEMBER

- **9/11 Interactive Virtual Learning Experience** (9/11 Museum, NY)...Makespace: PAPER CRANES
- 9/30 National Library Card Month Guest: Kallie Anderson, Boyceville Public Library
- Genre Book Display...HS English Genre Quiz & Check Outs (Ledgerwood/Huevos)

OCTOBER

- Exploring MONET'S GARDENS (Virtual Tour)
- Library Open House during Conferences
- *LLC Support...StuCo Unity Day Support (Anti-Bullying) CRUSH HATE: SHARE KINDNESS (co-council)*
- Halloween Event: Edgar Allan Poe's, Tell Tale Heart Guest Reader-Mike Kruszynski (EL Classes)
- Electronic Sorting Hat & "Read Your House" Display (Literary Connection: Harry Potter)

NOVEMBER

- Veteran Day Artifacts & Books Display
- *LLC Support...StuCo Veterans Day Reception in the LLC*
- *LLC Support...Winter Driving Seminar w/Law Enforcement (Gr.10-12)*

DECEMBER

- Holiday HUGGE & Makerspace: Ornaments
- *LLC Support...Holiday Letter Writing, Sociology (Engel)*

JANUARY

- *LLC Support...Communication Class, Public Speeches (Huevos)*
- Makerspace: Valentines for Veterans Project
- *LLC Support...MS Projects: Food/Nutrition 6, Drug/Alcohol 7, Mental Health 8 (Health SCORE)*

FEBRUARY

- Winter Olympic STEM Days in the LLC: Downhill Ski/Snowboarding Races (Science Classes)
- BOOKFAIR Spring Conferences

MARCH

- *LLC Support...Reading Week/PINS FOR A GRIN Assembly w/StuCo (co-council)*
- Reading Week Celebration: HR Challenge: Reading *ROAD TRIP*
Genre Tasting
1st Chapter Day
Guest Readers: Ralph Haas & Morgan Fedderly

APRIL

- *LLC Support...Presidential Project (Civics, Engel)*
- *LLC Support...Forward Testing (MS Classes)*
- Holocaust Remembrance Day, April 14...Laurie Mumm presentation on Berlin and Holocaust Memorial Sites.

MAY

- End of the Year CB Check In May 20 (Seniors), May 22 (MS Carts) and May 28 (HS Gr. 9-11)
- *LLC Support...MS Service Day, CB Cleaning*



Board Authority, Individual Board Powers & Board Officer Responsibilities

Roles and Responsibilities

Webinar Series: Part 2

Agenda

- ▶ Exercising Board Authority Through Parliamentary Procedures and Practices (a.k.a Rules of Order)
- ▶ Individual Board Member Powers and Expectations
- ▶ Board Officers' Duties and Responsibilities

A photograph of a classroom with a light blue wall, a black chalkboard, and several wooden desks with orange plastic chairs. The right side of the image is overlaid with a dark red diagonal shape containing white text.

Board Authority: Rules of Order

Board Authority

- ▶ A school board is a “governmental body” under the Open Meetings Law. **Wis. Stat. 19.82.**
- ▶ The board exercises authority **only when acting collectively.**
- ▶ Decisions must be:
 - ▶ Made at properly noticed meetings
 - ▶ Taken by motion and vote
 - ▶ Recorded in official minutes

Board Authority – Meetings

Calling the Meeting

Unified School Boards

- ▶ The school board shall meet at least once each month and
- ▶ At other times upon the call of the **school district president** or upon the filing of a request with the school district clerk signed by a majority of the school board members.

([Wis. Stat. 120.43](#))

Other Boards (except MKE)

- ▶ The school board in a common or union high school district shall hold a regular meeting at least once each month at a time and place determined by the school board.
- ▶ A special school board meeting shall be held upon the written request of **any school board member**. The procedures for calling a special meeting begin with filing the request with the school district clerk.

([Wis. Stat.³⁴ 120.11](#))

Board Authority – Meetings

Public Notice – Wis. Stat. 19.84

- ▶ **Required content of the public notice:** sets forth the “time, date, place and subject matter of the meeting, including that intended for consideration at any contemplated closed session, in such form as is reasonably likely to apprise members of the public and the news media thereof.”
- ▶ **Timing of the notice:** must be given “at least 24 hours prior to the commencement of such meeting, unless for good cause such notice is impossible or impractical, in which case shorter notice may be given, but in no case may the notice be provided less than 2 hours in advance.”
- ▶ **The recipients:** “As required by any other statutes” and *to the public*, to those news media who have filed a written request for such notice, and to the official newspaper or, if no official newspaper exists, to a news medium likely to give notice in the area.

Board Authority – Meetings

Public Notice – Wis. Stat. 19.84

- ▶ **Method used to provide notice:** “As required by any other statutes” and the notice of a meeting shall be communicated to the public using **one** of the following methods:
 1. Posting a notice in at least 3 public places likely to give notice to persons affected.
 2. Posting a notice in at least one public place likely to give notice to persons affected and placing a notice electronically on the governmental body's Internet site.
 3. By paid publication in a news medium likely to give notice to persons affected.

Also see the Wisconsin Department of Justice's ³⁶ [Open Meetings Compliance Guide](#)



Board Authority – Meetings

Agenda & Consent Agenda

- ▶ School board meetings are guided by an agenda curated by the board generally through the board president and superintendent.
- ▶ A consent agenda is a list of multiple motions that have been grouped together and that the school board will be asked to adopt under a single motion for the sake of efficiency.
 - ▶ Any school board member may **unilaterally** require that any individual item(s) listed on the consent agenda be “separated” for independent consideration.
 - ▶ Discussion on the motion to approve the consent agenda can be permitted.
 - ▶ **Open Meetings Law concerns:** The use of a consent agenda does **not** change (1) what constitutes adequate public notice of the subject matter of a meeting; or (2) the requirements for creating a sufficient record of the actions taken.
 - ▶ Consider avoiding “nested” consent-type actions (i.e., a second consent grouping listed as one item within a consent agenda).

Board Authority – Rules of Order

- ▶ The rules of order serve as the procedural machinery by which the board accomplishes its substantive business within the confines of the “meeting” environment.
- ▶ They serve to ensure that the will of the board majority is ultimately expressed in terms of:
 - ▶ the board’s ability to prioritize its time and effort; and
 - ▶ the specific decisions that are made.
- ▶ They serve to protect board members who may be in the minority on a given issue by, e.g., providing a framework in which there is a fair opportunity for debate and discussion before action is taken.

Board Authority – Rules of Order

1. There are some important aspects of meeting procedure that are dictated by state law, but many issues are matters of local policy/practice.
2. There is (very roughly) an “80/20” rule in regard to meeting procedure. School boards that focus on establishing a shared understanding of their “core” rules of order will function pretty well.
3. Many school boards and their policies state that they follow Robert’s RulesTM
4. The chairperson of the meeting needs to be reasonably prepared to consistently enforce local policy/practices and to fill in gaps when the school board encounters an unusual situation.
5. In the end, the most important things will be the wording of each motion before the board and the votes taken on the motion.

Board Authority – Rules of Order

Some Important Areas Where State Law Mandates / Limits Meeting Procedures

The Wisconsin Open Meetings Law, including:

- ▶ Meeting notice requirements (see earlier slides).
- ▶ Specific procedures must be used to convene in closed session (in open session, there must be an announcement of the business proposed for closed session, a motion, a vote, and each person's vote must be recorded in the minutes).
- ▶ Any member of the governmental body may require that a vote be taken in such a manner that each member's vote is "ascertained and recorded."
- ▶ State law prohibits the use of secret ballots, except when used for the election of a school board's officers.
- ▶ All motions and roll call votes must be recorded, preserved, and (generally) open to the public.
- ▶ Governmental bodies must give proper advance notice of intent to reconvene in open session following a closed session.

Other statutes:

- ▶ Changes to the amount of tax to be levied or certified, or to the amounts or purposes of appropriations in an adopted budget require a 2/3 vote of the members-elect of the board (section 65.90(5)(ar)).
- ▶ The employment or dismissal of persons holding contracts that are subject to section 118.22 or 118.24 of the state statutes must be determined by a majority vote of the full membership of the board.
- ▶ Board decisions under ch. 117 (reorganization of districts/territory) must pass by a majority vote of the full membership. See s. 117.05(2)(b).
- ▶ Board vacancies are initially filled by a vote of the remaining members.
- ▶ Various statutes mandate public hearings in connection with certain subject/decisions.
- ▶ Statutes addressing meeting minutes.

Board Authority – Rules of Order

Core Rules of Order:

- ▶ How an item is placed on the agenda
- ▶ How to make, second, debate, amend, and vote on motions
- ▶ When the chairperson (usually the board president) can rule something out of order
- ▶ How public comment works
- ▶ How to handle conflicts of interest and abstentions
- ▶ Basic norms for discussion and debate (one speaker at a time, time limits, relevance)

Board Authority – Rules of Order

Examples of areas where school board meeting procedures often deviate from a “strict” application of Robert’s Rules™

- ▶ Discussion of a topic/issue is often permitted before any motion has been made on the topic.
- ▶ Members are generally recognized simply by raising their hand, and a member who “has the floor” typically speaks from his/her seat.
- ▶ There may not be a pre-defined limit on the number of times that an individual member can speak to an issue.
- ▶ The school board president generally votes on and participates in the discussion of all motions, even though he/she is the presiding officer of the meeting.
- ▶ Voting may take place by a variety of methods, including a “roll call,” a voice vote, or a showing of hands.
- ▶ Procedures for nominating and electing board officers or for appointing an elector to fill a school board vacancy.

Board Authority – Rules of Order

Making a Main Motion

- ▶ **A main motion is**
 - ▶ A formal proposal
 - ▶ By a member
 - ▶ That a group take **substantive** action
- ▶ **A motion starts with the words “I move that...”**
 - ▶ The chairperson should not interpret the motion but simply repeat the question.
- ▶ **The motion then needs to be seconded to have a formal vote occur on it**
 - ▶ Another member may second your motion. A second merely implies that the seconder agrees that the motion should come before the assembly and not that he/she is in favor of the motion.

Board Authority – Rules of Order

Typical Example of Making a Main Motion

1. **Be Recognized by** the President/Chairperson
2. **Member #1 makes a motion:** “I move that...”
3. **Member #2 seconds the motion:** “Second.”
4. **The Chairperson:**
 - States the question (i.e., repeats the motion): It has been moved and seconded that we...”
5. Calls for discussion, recognizing each speaker in turns
6. States that discussion is closed and that the board will vote (may restate the motion again at this time)
7. Calls for affirmative votes
8. Calls for opposing votes
9. Calls for abstentions
10. Announces the outcome of voting

Board Authority – Rules of Order

Voting

- ▶ Other than for the election of board officers, there can be no secret ballots.
- ▶ Any board member may call for a vote to be taken such that each member's vote is ascertained and recorded.
- ▶ Where no special voting requirements exist, the general rule is that, particularly where the total number of votes cast provides a quorum, a motion passes by a majority of the votes that were actually cast.
 - ▶ *Exceptions exist under state law, under Robert's RulesTM, and under some school board policies/practices.*
- ▶ “Two-thirds” of 9? 7? 5? (Answers: 6, 5, and 4, respectively)
- ▶ A tie vote results in the defeat of a motion.

Board Authority – Rules of Order

Voting

- ▶ Board policy can establish a particular order of voting for roll call votes (e.g., in a rotational system, by seniority, alphabetically, etc.)
- ▶ Abstention can occur for various reasons and may complicate voting and the determination of outcomes.
 - ▶ If a board member abstains from a vote, they should clearly announce that they will be abstaining and the abstention should be recorded in the minutes.
 - ▶ If a board member abstains from voting due to a conflict of interest (or a potential/perceived conflict of interest), they should generally refrain not only from voting on the matter, but also from participating in the discussion. Many school attorneys will recommend physically leaving the meeting room.

Board Authority – Rules of Order

Motions All Board Members Should Generally Know

- ▶ Motion to amend
- ▶ Motion to substitute/withdraw a motion
- ▶ Motion to divide a question

- ▶ Motion to reconsider (*same meeting*)
- ▶ Motion to rescind (*later meeting*)*
- ▶ Motion to amend prior action (*later meeting*)*

2/3 Vote Required under Robert's:

- ▶ Motion to limit/extend debate
- ▶ Motion to close debate and move to a vote on the immediately pending question (i.e., “move the previous question”)
- ▶ Motion to suspend the rules


- ▶ Motion to postpone to time certain
- ▶ Motion to postpone indefinitely
- ▶ Motion to refer (e.g., to a committee or the administration)
- ▶ Motion to table a question

* Under *Robert's Rules*, the voting requirements for these motions depend on whether the motion is made with or without previous notice.

Board Authority – Rules of Order

A Board Policy Addressing Rules of Order Can:

- ▶ Serve as a resource that assists with conveying important information to the general public, new board members, and others during times of transition;
- ▶ Serve as a resource to turn to in the event of disagreement among board members over procedural matters;
- ▶ Clarify the extent to which a standard work on parliamentary procedure, such as Robert's Rules, applies to school board meetings; and
- ▶ Assist with legal compliance in connection with those limited matters where state statute sets forth specific procedural requirements.



Individual Board Member Powers

Board Action vs. Individual Member

▶ Individual Board Member Powers

- ▶ Board members have very few statutory powers to exercise as individuals.
- ▶ **Individual board members possess no independent governing authority. Your vote is your greatest power.**
- ▶ Some of the legal duties that individual board members have are duties to **refrain from certain conduct.**

Board Action vs. Individual Member

▶ Individual Board Member Powers

- ▶ **Local policy** can grant power to and place boundaries on the authority of individual board members.
 - ▶ Committee roles
 - ▶ Community engagement policy
- ▶ The board's **officers** have statutory powers and duties specific to their individual office.

Board Action vs. Individual Member

▶ **Basic Expectations for Individual Board Members**

- ▶ Attend school board meetings.
- ▶ Be prepared to discuss and act on meeting agenda items.
- ▶ Be informed about meeting agenda items and educational issues in general.
- ▶ Participate when the board exercises its duties.

Board Action vs. Individual Member

▶ Scenarios Where Difficulties Arise in Defining Roles

- ▶ Communication and information flow among the district's leadership team (i.e., chain of command)
- ▶ Handling complaints and concerns (e.g., personnel concern)
- ▶ Establishing the meeting agenda
- ▶ Attending meetings outside school board meetings
- ▶ Speaking on behalf of the district (i.e., who is the spokesperson for the district?)
- ▶ Making requests and directives to staff
- ▶ Visiting school buildings and classes

Individual Board Member Speech

▶ Individual Board Member Speech

▶ First Amendment to the U.S. Constitution:

▶ *Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; **or abridging the freedom of speech, or of the press**; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.*

▶ Board members do not lose their first amendment rights by being a board member.

▶ Board members may speak for or against an issue with certain caveats.

Individual Board Member Speech

▶ Individual Board Member Speech

- ▶ Board members may participate on outside committees or groups that advocate a particular viewpoint.
- ▶ Board members still need to be aware of **Open Meetings Law implications** if they participate in an advocacy group **with other board members**.
- ▶ Board members may also have **campaign finance** and **electioneering issues** that come into play as well.

Individual Board Member Speech

▶ Social Media - First Amendment Rights – Public Forum:

- ▶ Board members must be careful about posting school board related business to their personal social media accounts. Deleting replies and/or blocking others from viewing your posts can raise First Amendment concerns.

- ▶ [Lindke v. Freed, 601 U.S. 187, 144 S. Ct. 756, 218 L.Ed.2d 121 \(2024\)](#): *“We hold that such speech is attributable to the State only if the official (1) possessed actual authority to speak on the State’s behalf, and (2) purported to exercise that authority when he spoke on social media.”*

Individual Board Member Speech

▶ Social Media - First Amendment Rights – Public Forum:

▶ *Lindke v. Freed*, 601 U.S. 187, 144 S.Ct. 756, 218 L.Ed.2d 121 (2024): “[Freed] deleted Lindke’s comments and blocked him from commenting again. So far as deletion goes, the only relevant posts are those from which Lindke’s comments were removed.

▶ Blocking, however, is a different story. Because blocking operated on a page-wide basis, a court would have to consider whether Freed had engaged in state action with respect to any post on which Lindke wished to comment. The bluntness of Facebook’s blocking tool highlights the cost of a “mixed-use” social-media account: If page-wide blocking is the only option, a public official might be unable to prevent someone from commenting on his personal posts without risking liability for also preventing comments on his official posts. A public official who fails to keep personal posts in a clearly designated personal account, therefore, exposes himself to greater potential liability.”

▶ These posts can also raise public records law and records retention concerns.



Board Officer Responsibilities

Officer Responsibilities

- ▶ **Wisconsin statutes** outline the basic duties of school board officers. See, e.g., [Wis. Stats. 120.15 - 120.17](#) (e.g., “School district president; duties”). NOTE: Many other statutes come into play other than just the ones cited above.
- ▶ **Board policy** can assign additional responsibilities and provide additional guidance to the board’s officers, but policy cannot conflict with the statutes (i.e., district policy cannot be used to “opt out” of mandatory legal duties).
- ▶ **Officers serve at the pleasure of the board.** A school board could choose to elect different officers after the reorganization meeting, provided open meetings law requirements are met. Please see [WASB Legal Comment May 1980](#)

Officer Responsibilities

▶ School Board Officers

▶ In common and union high school districts, the board must elect the following within 30 days after the fourth Monday in April:

- ▶ President
- ▶ Vice President
- ▶ Treasurer
- ▶ Clerk

▶ In a unified school district, the board must also elect a board secretary, who may or may not be a school board member.

Officer Responsibilities

▶ School Board Officers

- ▶ For more in-depth information on the responsibilities of school board officers, please go to the WASB's Online Learning Platform and click on the [Advanced Module: The Roles and Duties of School Board Officers](#)

Officer Responsibilities

- ▶ **Delegation of Officer Duties to a Non-School Board Member - General Rule**
 - ▶ Officers may not delegate discretionary duties of their office to non-board members except as expressly provided by law.
 - ▶ Officers may delegate ministerial and administrative duties to non-board members (e.g., the clerk may delegate the duty of receiving declarations of candidacy and other election documents to the school superintendent)
 - ▶ A number of officer duties would likely be deemed “ministerial” or “administrative,” but there is no clear line that can be relied upon.
- ▶ **Delegation of actual responsibility does not necessarily transfer legal responsibility.**

Officer Responsibilities

School board officials – Wis. Stat. 120.05(3)

- ▶ If the school district president, vice president, treasurer or clerk of any school board is unable to discharge the duties of the office due to disability or absence, the school board may appoint a person to discharge the duties of such person until the disability or absence no longer exists. In the case of a 3-member school board, the appointee shall be an elector of the school district.

Officer Responsibilities

School board officials – Wis. Stat. 120.05(3)

- ▶ In the case of a larger school board the appointee for the president shall be the vice president and the appointee for the other officers shall be another school board member.
- ▶ The school board shall determine the compensation of such appointees.
- ▶ A person acting as school district clerk or school district treasurer shall have the powers of a deputy and shall take and file an official bond covering the person's acts unless the bond of such officer includes a bond for the officer's deputy.

Officer Responsibilities

School board officials

- ▶ School boards should be cautious of appointing a board officer to discharge the general duties of another officer.
- ▶ For example, appoint the board clerk to carry out the duties of the board treasurer when he/she is unable to do so. Such appointment could create a problem with incompatibility of offices.

Presenter Information

Kara Conley graduated from Marquette University Law School and joined the WASB in June 2025 as a full-time staff counsel. She has worked with the WASB since 2023, starting as a Marquette University legal intern and most recently serving as a law clerk.

She received her undergraduate degree from the University of Wisconsin-Madison, majoring in English Literature and Political Science. Kara can be contacted at:

- kconley@wasb.org
- 608-512-1721



THANK YOU

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These training materials, including the comments of all speakers who present the materials, do not constitute legal advice and should not be relied upon or used as legal advice. The materials will present information and commentary to facilitate a general understanding of the topics that are addressed but are not necessarily an exhaustive treatment of any legal or policy issues. If a school district requires legal advice regarding any topic, issue, situation or incident, the advice should be obtained from the school district's designated legal counsel.

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BOYCEVILLE COMMUNITY SCHOOL DISTRICT
MONTHLY FINANCIAL SUMMARY

General Funds - Peoples State Bank

6/10/2026

TREASURER'S REPORT Accounts Payable Expenditures	BANK RECONCILIATION FUND 10	LOCAL GOVERNMENT INVESTMENT POOL FUND 10
Check Sequences 1507-1512 16447-16450 84730-84807		
Total \$ 256,306.34	Balance April 30, 2026 \$ 1,107,232.71	Balance April 30, 2026 \$ 2,133,370.37
Accounts Payable by Fund:	May Receipts \$ 55,399.58	Interest \$ -
Fund 10 \$ 232,231.27	April E-Funds not credited \$ 880.00	DPI - Lunch/Breakfast Reimbursement \$ 28,333.41
Fund 27 \$ 4,566.95	May E-Funds dep not credited \$ 892.30	DPI - Personal Prop Aid \$ 10,927.87
Fund 50 \$ 15,406.12	May Budgetary Checks \$ 555,470.56	DPI - Title 4 \$ 1,489.65
Fund 80 \$ 4,102.00	Usage Fees & Bank Charges \$ 499.05	DPI - Act 12 Prop Aid \$ 44,279.18
	May Payroll Checks \$ 393,727.13	DPI - WI Milk day, Lunch & Breakfast \$ 9,286.05
	Book Balance May 31, 2026 \$ 212,923.25	Less Transfer to Cash
	Balance General Checking \$ 479,776.53	Balance May 31, 2026 \$ 2,227,686.53
	Outstanding Checks \$ 266,853.27	
Accounts Receivable	Bank Balance May 31, 2026 \$ 212,923.26	
Receipts/Revenues \$ 55,399.58	Ref checks reimbursed, not cashed	
LGIP Transfer to Cash	Adjusted total \$ 212,923.26	
Total \$ 55,399.58		
Fund 46	FUND 39	FUND 39
Book Balance May 31, 2026 \$ 537,154.78	Book Balance May 31, 2026 \$ 680,901.91	Balance April 30, 2026 \$ 49,364.39
Bank Balance May 31, 2026 \$ 537,154.78	Bank Balance May 31, 2026 \$ 680,901.91	Plus Interest \$ -
		Less Transfer To Cash \$ -
		Balance May 31, 2026 \$ 49,364.39

WISC - Fund 49 - Referendum Account Summary					
5/31/2026 - Issue 1 - \$14,000,000 GO Promissory Note					
Expenditures			ACH Redemption Activity		
AP Check Number	Amount	Details	Reference #	Vendor	Amount
16453	\$ 106,318.17	Reimb 5/19	13147723	AUTH CONSULTING	\$ 4,900.00
16454	\$ 22,306.00	Reimb 5/19	13217550	CESA 10	\$ 23,764.83
16451	\$ 3,258.00	Reimbursed in June	13217549	HOEFT	
16452	\$ 8,700.00	Reimbursed in June			
16455	\$ 20,935.80	Reimbursed in June			
Total	\$ 161,517.97				
				Direct Expense Total	\$ 28,664.83
				Reimbursement Total	\$ 161,517.97
				Total Monthly Expenditures	\$ 190,182.80
Investment Maturity Description	Amount	Beginning Balance:	\$ 3,044,736.61		
CD Maturity		Interest earned	\$ 8,766.02		
Interest earned		CD Maturity & Interest Earned	\$ -		
		Ending Balance:	\$ 2,863,319.83		
		Pending Reimbursement to Fund 10	\$ 32,893.80		
		Adjusted (Available) Ending balance	\$ 2,896,213.63		
WISC - Fund 49 - Referendum Account Summary					
5/31/2026 - Issue 2 - \$4,000,000 GO Promissory Note					
Investment Maturity Description	Amount	Beginning Balance:	\$ 2,404,734.74		
		Interest Earned	\$ 7,115.44		
		CD Maturity & Interest Earned	\$ -		
		Ending Balance	\$ 2,411,850.18		
Accounts Payable Expenditures	Reimbursement Detail		ACH Redemption Activity		
WISC - Fund 49 - Referendum Account Summary					
Combined balance totals					
	Cash		\$	5,275,170.01	
	Investments		\$	1,733,157.11	
	Total		\$	7,008,327.12	

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
05/27/2026	1507	VISA	CLASSROOM, SPED, FOOD SERVICE, TECH & MAINT SUPPLIES	3,419.80
05/27/2026	1508	VISA	CONFERENCE EXPENSE, STATE FORENSICS, GROUNDS	2,687.51
05/27/2026	1509	VISA	PRINCIPAL EXPENSE & SPED SUPPLIES	143.04
05/27/2026	1510	VISA	PRINCIPAL EXPENSE	551.58
06/03/2026	1511	AMAZON CAPITAL SERVICES	CLASSROOM, SPED, MAINT, TECH, FOOD SERVICE SUPPLIES	1,743.51
06/03/2026	1512	AMAZON CAPITAL SERVICES	CLASSROOM, SPED, MAINT, TECH, FOOD SERVICE SUPPLIES	1,578.98
05/27/2026	16447	SECURIAN FINANCIAL GROUP INC	JUNE LIFE INSURANCE	1,576.94
05/27/2026	16448	BOYCEVILLE TMS TIRE & AUTO	TRUCK REPAIR	2,089.60
05/27/2026	16449	UNITED HEALTHCARE	JUNE HEALTH & VISION INSURANCE	155,073.15
05/27/2026	16450	LINCOLN LIFE	JUNE DENTAL, LIFE, DISABILITY INSURANCE	12,719.07
06/03/2026	16456	PUSTOL, NANCY	TRACK ATHLETE FOOD ALLOWANCE STATE	520.00
05/15/2026	84685	BOYCEVILLE COMMUNITY SCHOOL DISTRICT	Employee Lunch Deposit	472.50
05/29/2026	84724	BOYCEVILLE COMMUNITY SCHOOL DISTRICT	Employee Lunch Deposit	472.50
05/27/2026	84730	SCHOOL DISTRICT OF AMERY	TRACK MEET FEES: 5/5 HIGH SCHOOL, 5/12 MIDDLE SCHOOL	350.00
05/27/2026	84731	ANDERSON SANITATION LLC	7 PORTABLES 10 PUMPS	405.00
05/27/2026	84732	BERG, RYAN	V BB OFFICIAL 5-18-26	110.00
06/03/2026	84732	BERG, RYAN	V BB OFFICIAL 5-18-26	-110.00
05/27/2026	84733	CAREER TECHNICAL EDUCATION 10, INC	CTE 26-27	1,125.00
05/27/2026	84734	CELT, JIM	V SB OFFICIAL 5-15-26	110.00
05/27/2026	84735	CENTURYLINK	715-643-3647	998.70
05/27/2026	84736	CHECKWRITING SYSTEMS	UPDATED CHECKWRITER SIG PLATE	790.00
05/27/2026	84737	CHIPPEWA VALLEY SPORTING GOODS	SOFTBALL EQUIPMENT	535.00
05/27/2026	84737	CHIPPEWA VALLEY SPORTING GOODS	INVOICES: 287926, 287927, 287928, 287929, 287930	4,102.00
05/27/2026	84738	DACHEL, PAYTON	V BB OFFICIAL 5-18-26	110.00
05/27/2026	84739	FIEBER, PHILLIP	V SB OFFICIAL 5-18-26	110.00
05/27/2026	84740	GLENWOOD CITY SCHOOL DISTRICT	MS TRACK MEET FEE 5/7 (MINUS OVERPAYMENT FOR HS TRACK FEE)	50.00
05/27/2026	84741	GOULD, JOHN	V SB OFFICIAL 5-15-26	110.00
05/27/2026	84741	GOULD, JOHN	V SB OFFICIAL 5-14-26	110.00
05/27/2026	84742	GRETZLOCK, PATRICK	REIMB FOR SUPPLIES	22.37
05/27/2026	84742	GRETZLOCK, PATRICK	REIMB FOR DEAR SUPPLIES	12.33
05/27/2026	84742	GRETZLOCK, PATRICK	DSC PRINCIPAL MEETING	21.74
05/27/2026	84742	GRETZLOCK, PATRICK	DEAR SUPPLY REIMB	15.99
05/27/2026	84743	HAMMOND, PATRICK	V SB OFFICIAL 5-18-26	110.00
05/27/2026	84744	HARTUNG ELECTRIC	VARIOUS WORK/REPAIRS	1,620.66
05/27/2026	84745	HOFFMAN, DANIEL	V BB OFFICIAL 5-14-26	110.00
05/27/2026	84746	HOLDEN, CHELSI	SOCIAL MEDIA SPORTS DESIGNS	200.00
05/27/2026	84747	LARSON, DAN	V BB OFFICIAL 5-15-26	110.00
05/27/2026	84747	LARSON, DAN	V SB OFFICIAL 5-14-26	110.00
05/27/2026	84747	LARSON, DAN	V SB OFFICIAL 5-12-26	110.00
05/27/2026	84748	LEACH, MATTHEW	V BB OFFICIAL 5-15-26	110.00
05/27/2026	84748	LEACH, MATTHEW	V SB OFFICIAL 5-12-26	110.00
05/27/2026	84749	MALEAN, AUBREY	SOCIAL MEDIA SPORTS DESIGNS	200.00
05/27/2026	84750	MCGINLEY, JOHN	V BB OFFICIAL 5-14-26	110.00
05/27/2026	84751	MECA SPORTSWEAR	ATHLETIC LETTERS	126.50
05/27/2026	84752	MIDWEST BUS PARTS INC	BUS GARAGE PARTS/SUPPLIES	656.26
05/27/2026	84753	MISSISSIPPI WELDERS SUPPLY CO	BUES GARAGE SUPPLIES	99.36
05/27/2026	84753	MISSISSIPPI WELDERS SUPPLY CO	BUS GARAGE SUPPLIES	113.00
05/27/2026	84753	MISSISSIPPI WELDERS SUPPLY CO	BUS GARAGE SUPPLIES	57.27
05/27/2026	84754	MONFORT, EMMALY	REIMBURSEMENT FOR TRAVEL & OFFICE EXPENSE -	253.59
05/27/2026	84755	NEUMANN, PATRICK	JV SB OFFICIAL 5-15-26	95.00
05/27/2026	84756	ON POINT PLUMBING & BOILERS LLC	TCE LEAK REPAIR	230.75

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
05/27/2026	84757	OTIS ELEVATOR COMPANY	SERVICE CONTRACT	175.00
05/27/2026	84758	PAN-O-GOLD BAKING CO	BREAD	95.34
05/27/2026	84758	PAN-O-GOLD BAKING CO	BREAD	88.40
05/27/2026	84758	PAN-O-GOLD BAKING CO	BREAD	95.34
05/27/2026	84759	PETERSON, BRADLEY	JV SB OFFICIAL 5-15-26	95.00
05/27/2026	84760	POINT C HEALTH	HRA ADMIN FEE MAY	50.00
05/27/2026	84761	PORTER, JAMES	TRACK OFFICIAL 5-14-26	150.00
05/27/2026	84762	RAPACZ, JOSEPH	TRACK OFFICIAL 5-14-26	150.00
05/27/2026	84763	SCHOLASTIC	Social Studies Books	471.80
05/27/2026	84764	VALLEY ATHLETICS	FIELD PAINT	2,034.68
05/27/2026	84765	VERIZON WIRELESS	HOTSPOTS	105.20
05/27/2026	84766	VISA	PRINCIPAL EXPENSE	340.00
05/27/2026	84767	VISA	DSC SUPT MEETING	17.12
05/27/2026	84768	TREVIPAY	CLASSROOM SUPPLIES	153.77
05/27/2026	84768	TREVIPAY	FOOD SERVICE SUPPLIES	29.01
05/27/2026	84768	TREVIPAY	GRAD SUPPLIES	12.79
05/27/2026	84769	WE ENERGIES	GAS BUS GARAGE	60.30
05/27/2026	84769	WE ENERGIES	GAS 922 TIFFANY	8.91
05/27/2026	84770	WSPRA	MEMBERSHIP RENEWAL	155.00
06/03/2026	84771	ACE HARDWARE OF MENOMONIE	CUSTODIAL/GOUNDS SUPPLIES	2,219.47
06/03/2026	84772	ADVANCE AUTO PARTS	MAY STATEMENT - BUS GARAGE SUPPLIES/PARTS	1,159.98
06/03/2026	84773	AUTO VALUE PARTS STORES	BUS GARAGE PARTS	55.99
06/03/2026	84774	AWSA	MEMBERSHIP RENEWAL - AWSA MEMBERSHIP FOR WASDA MEMBERS (DO NOT RENEW PRINCIPAL ASSN)	259.00
06/03/2026	84774	AWSA	MEMBERSHIP RENEWAL & PRINCIPAL ASSN MEMBERSHIP: P GRETZLOCK	765.00
06/03/2026	84775	BCN TELECOM INC TBS	LONG DISTANCE	346.39
06/03/2026	84776	BLUUM USA INC	TCE CHROMEBOOKS	9,150.00
06/03/2026	84777	CESA 11	TRAININGS & STUDENT EQUIPMENT	3,404.31
06/03/2026	84778	CHARACTERSTRONG	TCE CHARACTERSTRONG CURRICULUM LICENSE	2,999.00
06/03/2026	84779	CINTAS CORPORATION	CLEANING SERVICES	1,027.97
06/03/2026	84780	E O JOHNSON COMPANY	COPIER USAGE OVERAGE	2,774.98
06/03/2026	84781	GFL ENVIRONMENTAL	RECYCLING TCE	370.36
06/03/2026	84781	GFL ENVIRONMENTAL	RECYCLING MSHS	737.72
06/03/2026	84782	GLENWOOD HARDWARE	CUSTODIAL SUPPLIES	79.23
06/03/2026	84783	GOULD, JOHN	V BB OFFICIAL 5-26-26	110.00
06/03/2026	84784	GRETZLOCK, PATRICK	STAFF ACKNOWLEDGEMENT	33.20
06/03/2026	84785	HILLYARD - INC	CUSTODIAL SUPPLIES	1,109.80
06/03/2026	84786	HUMPAL, TEDDI	REIMB FOR SUPPLIES	82.18
06/03/2026	84787	INDIANHEAD FOOD DISTRIBUTORS	FOOD/SUPPLIES INVOICES: 717632, 720026, 722656, 722670, 725432, 725426	12,162.17
06/03/2026	84787	INDIANHEAD FOOD DISTRIBUTORS	COMMODITIES	5.25
06/03/2026	84788	JUNIOR ACHIEVEMENT OF WI, INC	JR ACHIEVEMENT OF WI	800.00
06/03/2026	84789	JW PEPPER	Band	50.00
06/03/2026	84789	JW PEPPER	Band invoices: 368394088, 368377935, 368374076	76.91
06/03/2026	84790	KEMPS LLC	MILK INVOICES MAY	2,625.04
06/03/2026	84791	LEACH, MATTHEW	V BB OFFICIAL 5-28-26	110.00
06/03/2026	84791	LEACH, MATTHEW	V BB OFFICIAL 5-26-26	110.00
06/03/2026	84791	LEACH, MATTHEW	FILL IN FOR V BB OFFICIAL 5-18-26	110.00
06/03/2026	84792	MIDWEST BUS PARTS INC	BUS GARAGE PARTS/SUPPLIES	675.65
06/03/2026	84793	MISSISSIPPI WELDERS SUPPLY CO	AG SUPPLIES	106.95
06/03/2026	84793	MISSISSIPPI WELDERS SUPPLY CO	BUS GARAGE SUPPLIES	21.39
06/03/2026	84794	MOSAIC TECHNOLOGIES	FAX LINE REPAIR/HOOK UP	374.85
06/03/2026	84795	NEXTGEN COMMUNICATIONS	BUS GARAGE FIBER	400.00
06/03/2026	84796	NILSSENS FOODS	FOOD SERVICE SUPPLIES	26.34
06/03/2026	84797	PAN-O-GOLD BAKING CO	BREAD	160.94

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>	<u>AMOUNT</u>
<u>DATE</u>	<u>NUMBER</u> <u>VENDOR</u>	<u>DESCRIPTION</u>	
06/03/2026	84798 PITNEY BOWES INC	MAIL MACHINE	511.53
06/03/2026	84799 PUSTOL, NANCY	REIMBURSEMENT FOR SUPPLIES	23.57
06/03/2026	84800 SKYWARD	STUDENT MGT, FOOD SERVICE, SPED, SUPPORT LICENSE 26-27	5,246.28
06/03/2026	84801 STEEL TOWNE	BLEACHER METAL	17.95
06/03/2026	84802 TREVIPAY	FOOD SERVICE SUPPLIES	36.11
06/03/2026	84803 WI ASSN OF SCHOOL BOARDS	2026 DISTRICT DUES	4,009.00
06/03/2026	84804 WASTE MANAGEMENT OF WI, INC	TEMP DUMPSTER	809.92
06/03/2026	84805 WE ENERGIES	GAS 426 EAST ST	153.95
06/03/2026	84806 WILSON, TIMOTHY	V BB OFFICIAL 5-28-26	110.00
06/03/2026	84807 WSMA AWARD STORE	Ensemble Medals	41.60
Totals for checks			256,306.34

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL FUND	170,181.16	0.00	62,050.11	232,231.27
27	SPECIAL EDUCATION FUND	133.00	0.00	4,433.95	4,566.95
50	FOOD SERVICE FUND	0.00	0.00	15,406.12	15,406.12
80	COMMUNITY SERVICE FUND	0.00	0.00	4,102.00	4,102.00
***	Fund Summary Totals ***	170,314.16	0.00	85,992.18	256,306.34

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

CHECK		INVOICE	
NUMBER	VENDOR	DESCRIPTION	AMOUNT
16451	TRANE U.S. INC.	TCE HVAC VALVE WORK - REFERENDUM	3,258.00
16452	CENTURY FENCE COMPANY	TCE PLAYGROUND FENCE ADDITION- REFERENDUM	8,700.00
16453	HALVERSON BROS INC	PAY APPLICATION #7 - REFERENDUM MECHANICAL WORK	56,696.00
16453	HALVERSON BROS INC	PAY APPLICATION #8 - REFERENDUM MECHANICAL WORK	49,622.17
16454	PARLOC	BATHROOM REMODEL	22,306.00
16455	KAY PARK - REC CORP	SB & BB BLEACHERS- REFERENDUM	20,935.80
13481780	AUTH CONSULTING & ASSOCIATES, INC	REFERENDUM DESIGN/ENGINEERING/CONSULT	4,900.00
13481781	CESA 10	REFERENDUM CONSTRUCTION MGT APRIL	23,764.83
Totals for checks			190,182.80

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
49	OTHER CAPITAL PROJECT FUNDS	0.00	0.00	190,182.80	190,182.80
***	Fund Summary Totals ***	0.00	0.00	190,182.80	190,182.80

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

**Boyceville Community School District
Activity Fund Balances**

ACCOUNT	BALANCE
PBIS	\$2,487.70
Playground	\$404.93
Reading Club	\$1,573.10
TCE Field Trips	\$1,088.46
TCE Picture Fund	\$1,114.35
TCE PTO	\$11,795.18
Scholarships/Grants	\$1,475.12
Scholarships/Grants - Knights of Columbus	\$1,071.15
Scholarships/Grants - Suicide Prevention	\$380.50
Scholarships/Grants - TCE Alfalfa Fest	\$2,584.85
Scholarships/Grants - Wellness	\$1,174.42
Band	\$1,942.81
Choir	\$1,118.66
Drama Club	\$3,145.09
School Based Enterprise (prev FBLA)	\$590.38
FCCLA	\$68.56
FFA	\$8,336.48
High School Student Council	\$403.87
Library	\$837.79
Middle School Student Council	\$3,291.21
Science Olympiad	\$7,289.35
Spanish Club	\$5,062.14
Special Ed Voc	\$484.78
Success for Children	-\$282.15
Yearbook	\$887.01
Baseball	\$4,303.11
Boys Basketball	-\$8.85
Cross Country	\$2,674.68
Dance	\$1,038.56
Football	\$2,882.25
Football Cheerleading	\$98.98
Girls Basketball	\$1,468.30
Softball	-\$1,241.54
Tournament	\$1,623.67
Track	\$7,554.44

Volleyball	\$5,314.62
Wrestling Cheerleading	\$0.00
Wrestling	\$378.85
Class of 2026	\$1,934.43
Class of 2027	\$5,528.60
Class of 2028	\$1,125.84
Class of 2029	\$1,651.53
General In/Out	\$99,454.24
TOTAL FUND 21 BALANCE	\$194,107.45



QUOTATION: 26-0529-DR
 Date Issued: 5/29/26
 Page: 1 of 1

To: Boyceville Community School District
 1003 Tiffany Street
 Boyceville, WI 54725

Attn: Nick Kaiser
 Phone: 715-643-3647
 Email: nicholask@boyceville.k12.wi.us

We are pleased to quote you as follows:

QUANTITY ITEM NUMBER AND DESCRIPTION

**TIFFANY CREEK ELEMENTARY SCHOOL
 WINDOW SHADES**

Interior Manual Roller Shades

* Match Existing Window Shades Included
 WT Shades, A Division Of InPro
 H200 SoloMount Series
 Fabric: WT 353-82 DK Grey, 3% Opacity
 Front Fascia & End Caps - Color: Bronze

Classrooms:

127, 133, 134, 135, 136, 139, 144,
 145, 146, 147, 148, 149, 150, 151, 152,
 156, 157, 159, 160, 161, 168, 169, 175,
 176, 177, 178, 179, 180, 181, 182, 183 and 184

33 Total

Roguh Size: 49" W x 54" H

- * Field Measurements Taken For All Window Openings Throughout 5/29/2026
- * All Different Measurements For Window Openings
- * Summer 2026 Delivery and Installation

Boyceville Community School District

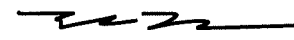
**Tiffany Creek Elementary School
 Window Shades, Delivered & Installed**

Grand Total \$11,220.00

* Above Total Does Not Include Sales Tax - Exempt Project

TERMS:

- *Pricing is Valid For 30 Days.*
- *Current product leadtime is approximately 2-5 weeks from date of order entry.*
- *Payment terms: 30% down, remainder due; net 10 days from invoice date.*
- *Terms: 1-1/2% per month late payment charge will be assessed on all past due invoices. \$5.00 minimum charge.*
- *A convenience fee of 4.75% will be added to payments made by credit card.*
- *All products ordered are non-returnable to the manufacturer.*
- *Pricing based on quantities quoted above; changes in quantity ordered, could result in product price changes.*
- *Price includes freight, delivery, installation and waste removal.*
- *Price is subject to all applicable sales tax unless provided exemption form.*
- *Lease financing available.*



 Thomas Robarge, General Manager

Accepted By: _____ Title: _____
 Purchase Order: _____ Date: _____

Meteor Education, LLC
 690 NE 23rd Avenue
 Gainesville, FL 32609
 www.meteorededucation.com

Prepared For:
 Boyceville Cmty School Dist
 1003 Tiffany St, Boyceville, Wisconsin, 54725

Site:
 Boyceville Community School District
 1003 Tiffany St, Boyceville, WI, 54725

Quote ID
 Q-11948
 05/20/2026
 ROB H

Terms
 Net 30 Days
 Prices Good Through 06/19/2026

Quote Contact
 Cory Peterson
 (715) 450-1036
 cpeterson@meteorededucation.com

Site Contact
 Nicholas Kaiser
 7156433647
 nicholask@boyceville.k12.wi.us

WB Manufacturing - CP Quote - CP Quote **CP Quote 012809** Discount: 0.00% Install:Quoted Install Freight:Quoted Freight

Item No.	Qty	Model Number	List Price	Your Price	Ext. Price
1	80	SP465271-1	\$3,120.00	\$951.22	\$76,097.60
Description: CUSTOM CUBBY/LOCKER, 14"D X 45"W X 48"H, NO BASE, PROFILED SIDE PANELS, 6 UPPER CUBBIES OVER 3 LOCKERS, (3) SINGLE COAT HOOKS PER LOCKER (9 TOTAL), FINISHED INTERIORS, FINISHED BOTH ENDS * 14"D X 45"W X 48"H * Casebody Color: Picnic in the Park * Casebody Edge Color: Wrought Iron * Casebody & Top Color: HPL					
2	63	SP465271-2	\$2,644.00	\$806.10	\$50,784.30
Description: CUSTOM CUBBY/LOCKER, 14"D X 45"W X 40"H, NO BASE, PROFILED SIDE PANELS, 3 UPPER CUBBIES OVER 3 LOCKERS, (3) SINGLE COAT HOOKS PER LOCKER (9 TOTAL), FINISHED INTERIORS, FINISHED BOTH ENDS * 14"D X 45"W X 40"H * Casebody & Top Color: HPL * Casebody Color: Picnic in the Park * Casebody Edge Color: Wrought Iron					
3	5	SP465271-3	\$360.00	\$109.76	\$548.80
Description: CUSTOM RAIL W/HOOKS (72W X 6H X 1T) (6) DOUBLE PRONG COAT HOOKS, EDGED ALL SIDES * 1"D x 72"W x 6"H					
4	429	T133-4	\$62.00	\$18.78	\$8,056.62
Description: BLACK ORGANIZATIONAL TRAY * Black Organizational Tray					

Vendor Total: \$135,487.32

Product:	\$135,487.32
Install:	\$20,575.00
Freight:	\$4,635.00
Sales Tax (0.00%):	\$0.00
Location Total:	\$160,697.32

Quote Total:

\$160,697.32

Terms and Conditions of Sale

Within these Terms and Conditions of Sale the "Company" shall be deemed to mean Meteor Education, LLC, Premier & Furniture Equipment LLC, Worthington Contract Furniture LP or Blankenship Associates, Inc. Should any product be purchased under a bid or contract with terms and conditions different from those contained herein, the terms of said bid or contract shall supersede or augment the following. If customer purchase order includes terms different than the terms listed below, terms will be reviewed for acceptance by the Company.

General Sales Policy

No order in process of production, or product other than standard, is subject to cancellation, delivery deferment, or specification change without the written acceptance of the Company.

The Company must be in receipt of an authorized written purchase order prior to an order being processed. The Company reserves the right to refuse purchase orders if the terms and conditions of such orders are contrary to these Terms and Conditions of Sale. Purchase Orders should be emailed to orders@meteorededucation.com or mailed to the Company at 690 NE 23rd Avenue, Gainesville, FL, 32609. All orders are subject to the approval of the Company's credit control department and the terms and conditions relating to the granting of such credit facilities.

First time orders from non-publicly funded entities must be prepaid at the time of the order in accordance with the prepay requirements listed below unless prior arrangements have been agreed upon with the Company's credit control department.

Any order over \$5,000 for a prepay vendor, will require prepayment from customer. A list of prepay vendors is available upon request.

Returned Goods

Returned goods will only be accepted under a Return Authorization number (RA) issued by the Company. Accepted Returns may be subject to re-stocking and handling fees and any additional freight costs. Special order or custom made products may not be returned.

Cancelled Orders

Cancelled orders may be subject to fees associated with completed work including, but not limited to, design, order processing, and manufacturing.

Order Changes

Any change to your order must be in a written change order.

Taxes

Excise, sales, occupation, use, or other tax imposed upon the distributor will be additional to the sales price unless otherwise noted on the purchase order. For tax exempt entities, tax exempt form must be on file with the Company before purchase order is processed or the Company must, by law, charge appropriate sales tax. If applicable, please submit your sales tax exemption ID on the purchase order to ensure proper billing. Sales tax rates are based on the end user's site address and are subject to change. The sales tax rate and amount provided on this quote are estimates only. Upon delivery, you will be invoiced at the current rate of sales tax which may differ from this estimate.

Bonding

Performance and payment bonds are available for a fee and are not included in quoted price unless clearly noted. If bonding is needed, cost will be 1.5%* of total quoted amount. *Fee percentage is subject to change.

Terms

The Company will invoice customer upon delivery. Terms are net 30 days unless otherwise agreed prior to the acceptance of the order. Customer agrees to pay 18% annual interest, or \$50 per month, whichever is greater, on the balance of any late payment.

Drop-Ship or Inside Delivery Only

Freight damage must be reported to the Company within 48 hours of delivery. It is important to note any crushed or damaged packaging, discolored packaging (indicating water damage), or anything that looks as if it has been reopened or repackaged. All packages should be opened and products inspected within 48 hours of receipt. Upon discovery of any damage or shortage, the Company's Service Department must be notified at 1-800-699-7516.

The Carrier will produce a Bill of Lading for signature acknowledging receipt. Please ensure the number of cartons/items received match the bill of lading as well as the work order. Any shortages should be annotated on THE BILL OF LADING NEXT TO YOUR SIGNATURE and immediately reported to the Company's Traffic Office on 1-800-699-7516. The acknowledged Bill of Lading is deemed to be proof of delivery and the Company will issue its invoice(s) for payment. Any unauthorized assessorial charges will not be paid for.

Installed Product & Services

Product to be installed will be delivered and installed at the address notified in the purchase order unless previous arrangements have been agreed. Upon the delivery of product to the specified location the Company will invoice the customer in the amount of product delivered with the appropriate proof of delivery (bill of lading, manufacturer packing list, or work order). All placement and assembly will be verified by signature confirmation that items have been assembled, set in place, and are in good condition. All installation and delivery charges (above product invoices) will be billed upon receipt of final verification by customer signature on completed work orders. The Company will also provide a complete Master Invoice summarizing all invoices at that time at the customer's request. Any damage must be noted on the separate service request form provided by the installer, a copy of which will be made available for customer records. Services will be delivered to staff/personnel at the address notified in the purchase order unless previous arrangements have been agreed. Services may be provided prior to, during and/or after delivery of product. Any associated services pertaining to this agreement are good for a period of up to one-year from the initial delivery date of product.

Warranty





All products carry their manufacturer's standard warranty. Please contact your local representative for details.

Meteor Education, LLC
 690 NE 23rd Avenue
 Gainesville, FL 32609
 www.meteoreducation.com

Prepared For:
 Boyceville Cmty School Dist
 1003 Tiffany St, Boyceville, Wisconsin, 54725


Site:
 Tiffany Creek Elem School
 161 East St, Boyceville, WI, 54725

Quote ID Q-08572 02/17/2026 JENNIFER B	Terms Net 30 Days Prices Good Through 03/19/2026	Quote Contact Cory Peterson (715) 450-1036 cpeterson@meteoreducation.com	Site Contact Amber Carlsrud 7156433647 amberc@boyceville.k12.wi.us
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Fomcore LLC - CP Quote - CP Quote		CP Quote 2018	Discount: 0.00%	Install: 0.00%	Freight: Quoted Freight	
Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		3	F005-18X18-G1- Description: ROUND OTTOMAN, 18", GR1 * Ottoman Series * 18"Dia. x 18"H * All foam construction * Reinforced seams and stitching * Grade 1 upholstery * Base options Base: 1" Nylon Glide (qty 1 each) (srp \$0.00) SeatFabricGR1: Silvertex Neo - Plata (qty 1 each) (srp \$0.00) SideFabricGR1: Silvertex Neo, Plata (qty 1 each) (srp \$0.00)	\$465.00	\$198.48	\$595.44
2		4	F005-30X18-GR1-OPTA Description: 30" ROUND OTTOMAN, GR1, OPTA * Ottoman Series * 30"Dia. x 18"H * Grade 1 upholstered finish * Base options Base: 1" Nylon Glide (qty 1 each) (srp \$0.00) Seat: Silvertex Neo - Sterling (qty 1 each) (srp \$0.00) Side: Silvertex Neo - Plata (qty 1 each) (srp \$0.00)	\$1,305.00	\$557.01	\$2,228.04
3		1	F005-36x18-BASE-GR1-OPTA Description: 36" ROUND OTTOMAN, GR1, OPTA * Ottoman Series * 36"Dia x 18"H * Grade 1 upholstery * Base options * All foam construction * Reinforced seams and stitching Base: 1" Nylon Glide (qty 1 each) (srp \$0.00) Seat: Silvertex Neo - Plata (qty 1 each) (srp \$0.00) Side: Silvertex Neo - Plata (qty 1 each) (srp \$0.00)	\$1,815.00	\$774.70	\$774.70
4		1	F008-94x18x18-?-G1 Description: BUMP BENCH, GR1 * Bench Series * 94"D x 18"W x 18"H * All foam construction * Reinforced seams and stitching * Grade 1 upholstery * Base options Base: 1" Nylon Glide (qty 1 each) (srp \$0.00) Seat: Silvertex Neo - Meteor (qty 1 each) (srp \$0.00) Side: Please Specify Standard Option	\$3,575.00	\$1,525.91	\$1,525.91

5	4	F019-67x31x35-BASE-GR1-OPTA	\$4,100.00	\$1,750.00	\$7,000.00
	Description: LINEAR ARMLESS SOFA, GR1 * Armless Series * 67"D x 31"W x 35"H * 18" seat height * Back upholstered finish * Seat upholstered finish * Base Back: Silvertex Creme De Menthe (qty 1 each) (srp \$0.00) Base: 1" Nylon Glide (qty 1 each) (srp \$0.00) Seat: Silvertex Neo - Limoncello (qty 1 each) (srp \$0.00)				
6	2	F024-31x31x35-BASE-GR1-OPTA	\$3,190.00	\$1,361.59	\$2,723.18
	Description: LINEAR ARMLESS CORNER, GR1, OPTA * Armless Series * 31"D x 31"W x 35"H * 18" Seat height * Grade 1 upholstered finish * Base options * All foam construction * Reinforced seams and stitching Back: Silvertex Neo - Crem de Menthe (qty 1 each) (srp \$0.00) Base: 1" Nylon Glide (qty 1 each) (srp \$0.00) Seat: Silvertex Neo - Limoncello (qty 1 each) (srp \$0.00)				
7	2	F106-67x31x18-BASE-GR1-OPTA	\$4,545.00	\$1,939.94	\$3,879.88
	Description: CURVED BENCH 60, ARMLESS, GR1 * Curved Armless Series * 31"D x 67"W x 18"H * All foam construction * Reinforced seams and stitching * Grade 1 upholstery * Base options Base: 1" Nylon Glide (qty 1 each) (srp \$0.00) Seat: Silvertex - Limoncello (qty 1 each) (srp \$0.00) Side: Please Specify Standard Option				
8	2	F108-34.75x31x18-BASE-GR1-OPTA	\$1,935.00	\$825.91	\$1,651.82
	Description: CURVED BENCH 30, GR1 * Armless Series * 31"D x 34-3/4"W x 18"H * All foam construction * Reinforced seams and stitching * Grade 1 upholstery * Base options Base: 1" Nylon Glide (qty 1 each) (srp \$0.00) Seat: Silvertex Neo - Limoncello (qty 1 each) (srp \$0.00) Side: Silvertex - Creme De Menthe (qty 1 each) (srp \$0.00) FabricGR1: Please Specify Standard Option				

Vendor Total: \$20,378.97

Marco Group - CP Quote - CP Quote			CP Quote 2013	Discount: 0.00%	Install: 0.00%	Freight:Quoted Freight
Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		18	38101-16-FRAME-SHELL	\$156.00	\$76.10	\$1,369.80
Description: APEX STACKING CHAIR, 16" * Apex Series * 20"D x 19"W x 30-1/2"H * 16" seat height * Poly shell finish * Leg finish * Glides LegColor: Chrome (qty 1 each) (srp \$0.00) Shell: Purple (qty 1 each) (srp \$0.00)						

2	30	38101-18-FRAME-SHELL	\$156.00	\$76.10	\$2,283.00
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Description:
 APEX STACKING CHAIR, 18"
 * Apex Series
 * 20-1/2"D x 19"W x 32"H
 * 18" seat height
 * Poly shell finish
 * Leg finish
 * Glides
 LegColor: Chrome (qty 1 each) (srp \$0.00)
 Shell: Purple (qty 1 each) (srp \$0.00)

Vendor Total: \$3,652.80

Offices To Go - CP Quote - CP Quote		CP Quote 2010	Discount: 0.00%	Install: 0.00%	Freight: 0.00%
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Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		1	OTG11921B	\$456.00	\$200.20	\$200.20



Description:
 MESH BACK MANAGERS CHAIR, MID BACK
 * Work + Task Series
 * 23"D x 25"W x 39"H
 * Black mesh back w/ breathable black air mesh fabric seat
 * Height adjustable arms with polyurethane armrests
 * Pneumatic seat height adjustment
 * Tilter mechanism with single position tilt lock & tilt tensions adjustment
 * Scuff resistant high rise molded base
 * Twin wheel carpet casters

Vendor Total: \$200.20

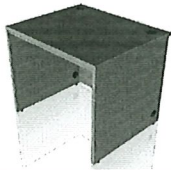
WB Manufacturing - CP Quote - CP Quote		CP Quote 012809	Discount: 0.00%	Install: 0.00%	Freight: Quoted Freight
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Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		2	CB9201-172822-AL	\$1,930.00	\$635.49	\$1,270.98



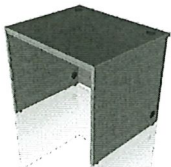
Description:
 TFL: Modular Circulation Under Cabinet, 1 Drawer, 1 File Drawer, Levelers, Without a Top
 Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00)
 Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00)
 Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00)
 Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)
 Hidden Casters Option: No Selection - (~) (qty 1 each) (srp \$0.00)
 Deadbolt Lock Option: No Selection - (~) (qty 1 each) (srp \$0.00)

2		4	CD1000-363029-LG	\$1,489.00	\$490.28	\$1,961.12
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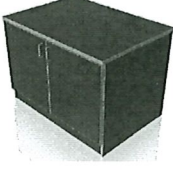



Description:
 Main Rectangle Unit 36"W x 30"H x 29"D
 Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00)
 Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00)
 HPL Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00)
 HPL Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00)

3		1	CD1000-363029-LG	\$1,489.00	\$490.28	\$490.28
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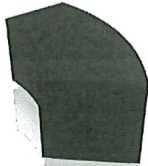


Description:
 Main Rectangle Unit 36"W x 30"H x 29"D
 Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00)
 Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00)
 Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00)
 HPL Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00)
 HPL Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00)

4	1	CD1000T-364229-LG	\$2,118.00	\$697.39	\$697.39
	Description: Double Sided TFL: Modular Circulation Desk with Transaction, Main Rectangle Unit, Leveling Glides Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00) HPL Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) HPL Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				
5	1	CD1000T-484229-LG	\$2,359.00	\$776.74	\$776.74
	Description: Double Sided TFL: Modular Circulation Desk with Transaction, Main Rectangle Unit, Leveling Glides Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00) HPL Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) HPL Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				
6	1	CD1010-363029-LG	\$1,779.00	\$585.77	\$585.77
	Description: Main Rectangle Unit w/ Book Drop 36"W x 30"H x 29"D Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00) HPL Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) HPL Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				
7	1	CD2000-293029-LG	\$2,095.00	\$689.82	\$689.82
	Description: Curved Corner Unit 29"W x 30"H x 29"D Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00) HPL Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) HPL Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				
8	1	CD2010-293029-LG	\$1,602.00	\$527.49	\$527.49
	Description: Modular Square Corner Unit, 2 Grommets, Leveling Glides, 29W x 30"H x 29D Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00) HPL Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) HPL Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) HPL Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				

9	2	CD3145-423028-AL	\$2,969.00	\$977.60	\$1,955.20
	Description: Double Sided TFL: Modular Circulation Inline Desk Cabinet, Double Full Height Doors, 1 Vertical Divider, 2 Adj. Shelves, Levelers Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00) HPL Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) HPL Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00) Hidden Casters Option: No Selection - (~) (qty 1 each) (srp \$0.00) Locks Option: No Selection - (~) (qty 1 each) (srp \$0.00) Grommet Option: No Selection - (~) (qty 1 each) (srp \$0.00)				
10	4	ELS7804-EJA	\$1,001.00	\$329.60	\$1,318.40
	Description: ELO Reef Desk, Beveled Lotz Armor Edge™ Top, 4 Junior Adjustable 2" Straight Round Legs, 54"W x 30"D x 21.25 - 34.25"H Top Finish: All Color Options - (Standard HPL) (qty 1 each) (srp \$0.00) Standard HPL: Handspun Slate - (-F47) (qty 1 each) (srp \$0.00) Edge Band Option: Black - (-09) (qty 1 each) (srp \$0.00) Frame Color Option: Smooth Silver - (G4) (qty 1 each) (srp \$0.00) Glide & Caster Options: 1.375" Non-marring Glides - (NMG) (qty 1 each) (srp \$0.00) Backpack Hook Option: No Selection - (N-BPH) (qty 1 each) (srp \$0.00) Storage Accessories: No Storage Accessory - (STD) (qty 1 each) (srp \$0.00)				
11	4	ELS7804-EJA	\$1,001.00	\$329.60	\$1,318.40
	Description: ELO Reef Desk, Beveled Lotz Armor Edge™ Top, 4 Junior Adjustable 2" Straight Round Legs, 54"W x 30"D x 21.25 - 34.25"H Top Finish: All Color Options - (Standard HPL) (qty 1 each) (srp \$0.00) Standard HPL: Cassis - (-N5) (qty 1 each) (srp \$0.00) Edge Band Option: Black - (-09) (qty 1 each) (srp \$0.00) Frame Color Option: Smooth Silver - (G4) (qty 1 each) (srp \$0.00) Glide & Caster Options: 1.375" Non-marring Glides - (NMG) (qty 1 each) (srp \$0.00) Backpack Hook Option: No Selection - (N-BPH) (qty 1 each) (srp \$0.00) Storage Accessories: No Storage Accessory - (STD) (qty 1 each) (srp \$0.00)				
12	6	ELS7831-EJA	\$1,061.00	\$349.35	\$2,096.10
	Description: ELO Tide XL Table, Beveled Lotz Armor Edge™ Top, 4 Junior Adjustable 2" Straight Round Legs, 54"W x 35"D x 21.25 - 34.25"H Top Finish: All Color Options - (Standard HPL) (qty 1 each) (srp \$0.00) Standard HPL: Handspun Slate - (-F47) (qty 1 each) (srp \$0.00) Edge Band Option: Standard Armor Edge - (STD) (qty 1 each) (srp \$0.00) Standard Lotz Armor Edge Color: Black - (Black) (qty 1 each) (srp \$0.00) Frame Color Option: Smooth Silver - (G4) (qty 1 each) (srp \$0.00) Glide & Caster Options: 1.375" Non-marring Glides - (NMG) (qty 1 each) (srp \$0.00) Backpack Hook Qty: No Backpack Hook - (-) (qty 1 each) (srp \$0.00)				

13	1	LBC1000-232223-AC-D	\$3,102.00	\$1,021.39	\$1,021.39
	Description: Mobile Depressible Book Cart Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00) TFL Station Color: Folkstone - (-CVT) (qty 1 each) (srp \$0.00) Station Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00)				
14	12	LCS1170-374816-AC	\$5,125.00	\$1,687.50	\$20,250.00
	Description: 2 Fx. Shelves, Laminate Back Panel, Magnet Docking, 5 Casters 36.48"W x 48"H x 16"D Casebody & Top Color: Double Sided High Pressure Laminate - (HPL) (qty 1 each) (srp \$1146.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Top Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Back Panel Finish: Laminate - (L) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				
15	4	LCS1255-624816-AC	\$6,940.32	\$2,285.23	\$9,140.92
	Description: Double Sided: Mobile Single Sided Large Curved Bookcase, Magnet Docking, 1 Vertical Divider, 4 Fixed Shelves, Laminate Back Panel, Casters (2 Locking, 4 Non-Locking) Casebody Finish Option: Premium Finish - (HPL) (qty 1 each) (srp \$1077.00) HPL Top Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) HPL Station Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Station Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Back Panel Finish: Markerboard - (MB) (qty 1 each) (srp \$99.00) Markerboard Options: Frosty White - (-52MB) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00) Magnet Docking Option: Magnet Docking - (-M) (qty 1 each) (srp \$112.32)				
16	8	LRD1180-366023-AC	\$3,007.00	\$990.11	\$7,920.88
	Description: 6 Adjustable Shelves, 4 Casters 36"W x 60"H x 23"D Casebody & Top Color: Double Sided Thermal Fused Laminate - (TFL) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00) Magnet Docking: No Selection - (No_Selection) (qty 1 each) (srp \$0.00)				
17	1	LRS1140-303612-AL	\$1,302.00	\$428.71	\$428.71
	Description: 1 Adjustable Shelf, Levelers 30"W x 36"H x 12"D Casebody & Top Color: Double Sided Thermal Fused Laminate - (TFL) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				

18	2	LRS1140-363612-AL	\$1,402.00	\$461.63	\$923.26
	Description: 1 Adjustable Shelf, Levelers 36"W x 36"H x 12"D Casebody & Top Color: Double Sided Thermal Fused Laminate - (TFL) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				
19	5	LRS1180-306012-AL	\$1,820.00	\$599.27	\$2,996.35
	Description: 3 Adjustable Shelves, Levelers 30"W x 60"H x 12"D Casebody & Top Color: Double Sided Thermal Fused Laminate - (TFL) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				
20	25	LRS1180-366012-AL	\$1,974.00	\$649.98	\$16,249.50
	Description: 3 Adjustable Shelves, Levelers 36"W x 60"H x 12"D Casebody & Top Color: Double Sided Thermal Fused Laminate - (TFL) (qty 1 each) (srp \$0.00) Casebody Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Casebody Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				
21	1	LRS1904-246024-AL	\$2,438.00	\$802.76	\$802.76
	Description: Double Sided : Modular Single Sided, Open Corner Bookcase, 3 Adjustable Shelves, Levelers Casebody Finish Option: Classic Finish - (TFL) (qty 1 each) (srp \$0.00) HPL Top Color: Folkstone - (-CV) (qty 1 each) (srp \$0.00) Top Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Finish Color: Folkstone - (-CVT) (qty 1 each) (srp \$0.00) Station Edge Color: Cassis - (-N5) (qty 1 each) (srp \$0.00) Non-Standard Edge Band: No Selection - (NO_SELECTION) (qty 1 each) (srp \$0.00)				
22	12	WB015-28X18X18-G	\$1,907.00	\$627.91	\$7,534.92
	Description: Fomcore Soft Seating, Small Curve, 70 Pound Foam Density, Adjustable Glides Seating Finish: Meteor - (8824) (qty 1 each) (srp \$0.00)				
23	4	WB938-46X18X18-G	\$2,806.00	\$923.93	\$3,695.72
	Description: Fomcore Soft Seating, Large Curve, 70 Pound Foam Density, Adjustable Glides Seating Finish: Meteor - (8824) (qty 1 each) (srp \$0.00)				

Vendor Total: \$84,652.10

Product:	\$108,884.07
Install:	\$0.00
Freight:	\$5,047.66
86 Sales Tax (0.00%):	\$0.00
Location Total:	\$113,931.73

Terms and Conditions of Sale

Within these Terms and Conditions of Sale the "Company" shall be deemed to mean Meteor Education, LLC, Premier & Furniture Equipment LLC, Worthington Contract Furniture LP or Blankenship Associates, Inc. Should any product be purchased under a bid or contract with terms and conditions different from those contained herein, the terms of said bid or contract shall supersede or augment the following. If customer purchase order includes terms different than the terms listed below, terms will be reviewed for acceptance by the Company.

General Sales Policy

No order in process of production, or product other than standard, is subject to cancellation, delivery deferment, or specification change without the written acceptance of the Company.

The Company must be in receipt of an authorized written purchase order prior to an order being processed. The Company reserves the right to refuse purchase orders if the terms and conditions of such orders are contrary to these Terms and Conditions of Sale. Purchase Orders should be emailed to orders@meteorededucation.com or mailed to the Company at 690 NE 23rd Avenue, Gainesville, FL, 32609. All orders are subject to the approval of the Company's credit control department and the terms and conditions relating to the granting of such credit facilities.

First time orders from non-publicly funded entities must be prepaid at the time of the order in accordance with the prepay requirements listed below unless prior arrangements have been agreed upon with the Company's credit control department.

Any order over \$5,000 for a prepay vendor, will require prepayment from customer. A list of prepay vendors is available upon request.

Returned Goods

Returned goods will only be accepted under a Return Authorization number (RA) issued by the Company. Accepted Returns may be subject to re-stocking and handling fees and any additional freight costs. Special order or custom made products may not be returned.

Cancelled Orders

Cancelled orders may be subject to fees associated with completed work including, but not limited to, design, order processing, and manufacturing.

Order Changes

Any change to your order must be in a written change order.

Taxes

Excise, sales, occupation, use, or other tax imposed upon the distributor will be additional to the sales price unless otherwise noted on the purchase order. For tax exempt entities, tax exempt form must be on file with the Company before purchase order is processed or the Company must, by law, charge appropriate sales tax. If applicable, please submit your sales tax exemption ID on the purchase order to ensure proper billing. Sales tax rates are based on the end user's site address and are subject to change. The sales tax rate and amount provided on this quote are estimates only. Upon delivery, you will be invoiced at the current rate of sales tax which may differ from this estimate.

Bonding

Performance and payment bonds are available for a fee and are not included in quoted price unless clearly noted. If bonding is needed, cost will be 1.5%* of total quoted amount. *Fee percentage is subject to change.

Terms

The Company will invoice customer upon delivery. Terms are net 30 days unless otherwise agreed prior to the acceptance of the order. Customer agrees to pay 18% annual interest, or \$50 per month, whichever is greater, on the balance of any late payment.

Drop-Ship or Inside Delivery Only

Freight damage must be reported to the Company within 48 hours of delivery. It is important to note any crushed or damaged packaging, discolored packaging (indicating water damage), or anything that looks as if it has been reopened or repackaged. All packages should be opened and products inspected within 48 hours of receipt. Upon discovery of any damage or shortage, the Company's Service Department must be notified at 1-800-699-7516.

The Carrier will produce a Bill of Lading for signature acknowledging receipt. Please ensure the number of cartons/items received match the bill of lading as well as the work order. Any shortages should be annotated on THE BILL OF LADING NEXT TO YOUR SIGNATURE and immediately reported to the Company's Traffic Office on 1-800-699-7516. The acknowledged Bill of Lading is deemed to be proof of delivery and the Company will issue its invoice(s) for payment. Any unauthorized assessorial charges will not be paid for.

Installed Product & Services

Product to be installed will be delivered and installed at the address notified in the purchase order unless previous arrangements have been agreed. Upon the delivery of product to the specified location the Company will invoice the customer in the amount of product delivered with the appropriate proof of delivery (bill of lading, manufacturer packing list, or work order). All placement and assembly will be verified by signature confirmation that items have been assembled, set in place, and are in good condition. All installation and delivery charges (above product invoices) will be billed upon receipt of final verification by customer signature on completed work orders. The Company will also provide a complete Master Invoice summarizing all invoices at that time at the customer's request. Any damage must be noted on the separate service request form provided by the installer, a copy of which will be made available for customer records. Services will be delivered to staff/personnel at the address notified in the purchase order

unless previous arrangements have been agreed. Services may be provided prior to, during and/or after delivery of product. Any associated services pertaining to this agreement are good for a period of up to one-year from the initial delivery date of product.

Warranty

All products carry their manufacturer's standard warranty. Please contact your local representative for details.

Draft



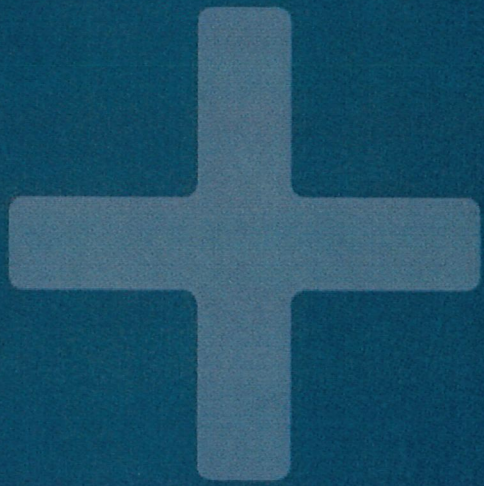
QUOTE #:
TBD

PROJECT NAME:
TIFFANY CREEK ELEM MEDIA CENTER

LES:
COREY PETERSON

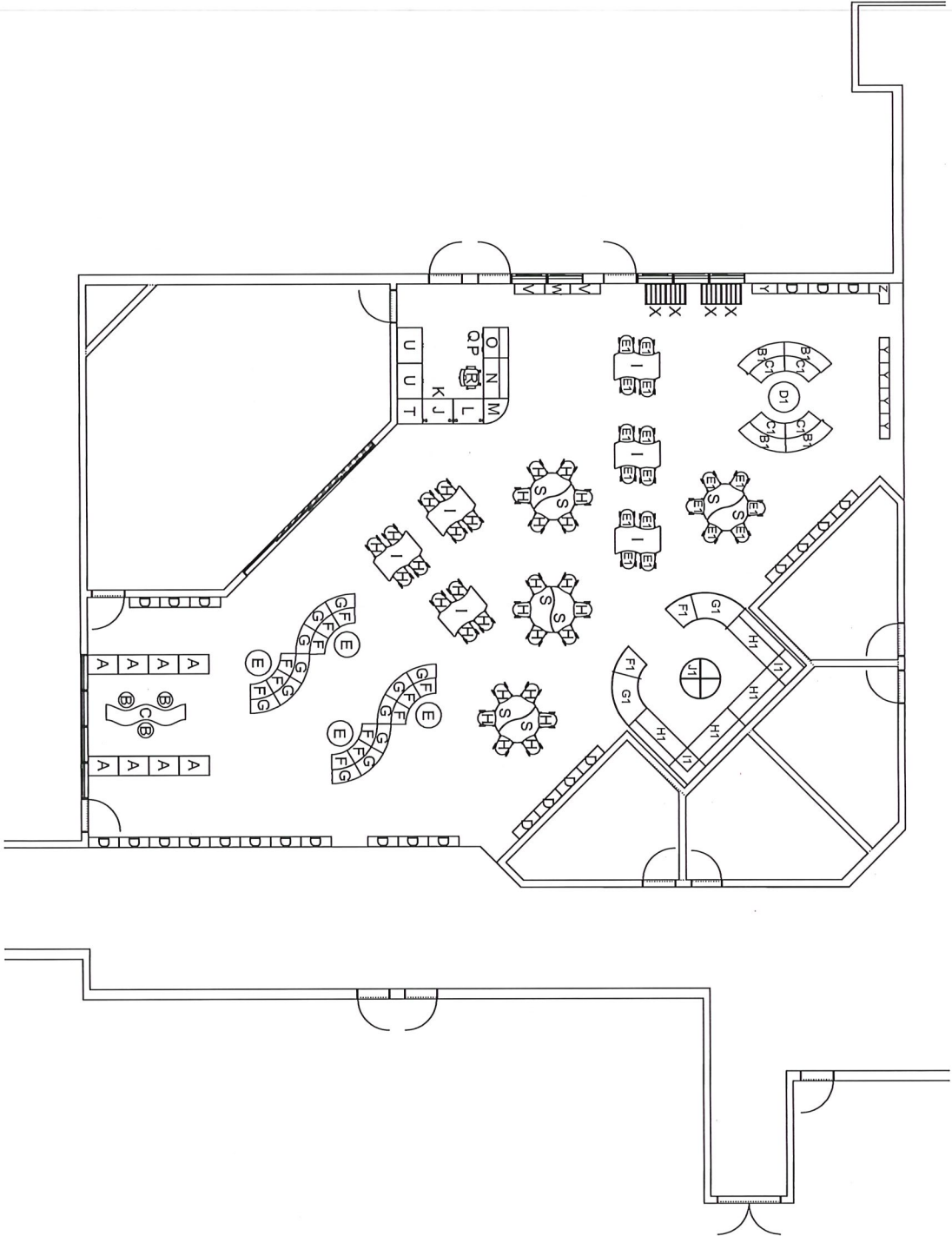
DESIGNER:
BOB HILL

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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER		QUOTE:	TBD	REVISION DETAILS		FLOOR PLAN
LES:	COREY PETERSON	DRAWN BY: Bob Hill		R1: 1-25-25	R3: DATE 3	FP1
		DATE: 1/23/2025		R2: DATE 2	R4: DATE 4	



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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER
 LES: COREY PETERSON

QUOTE: TBD

REVISION DETAILS

R1: 1-26-26	R3: DATE 3
R2: DATE 2	R4: DATE 4

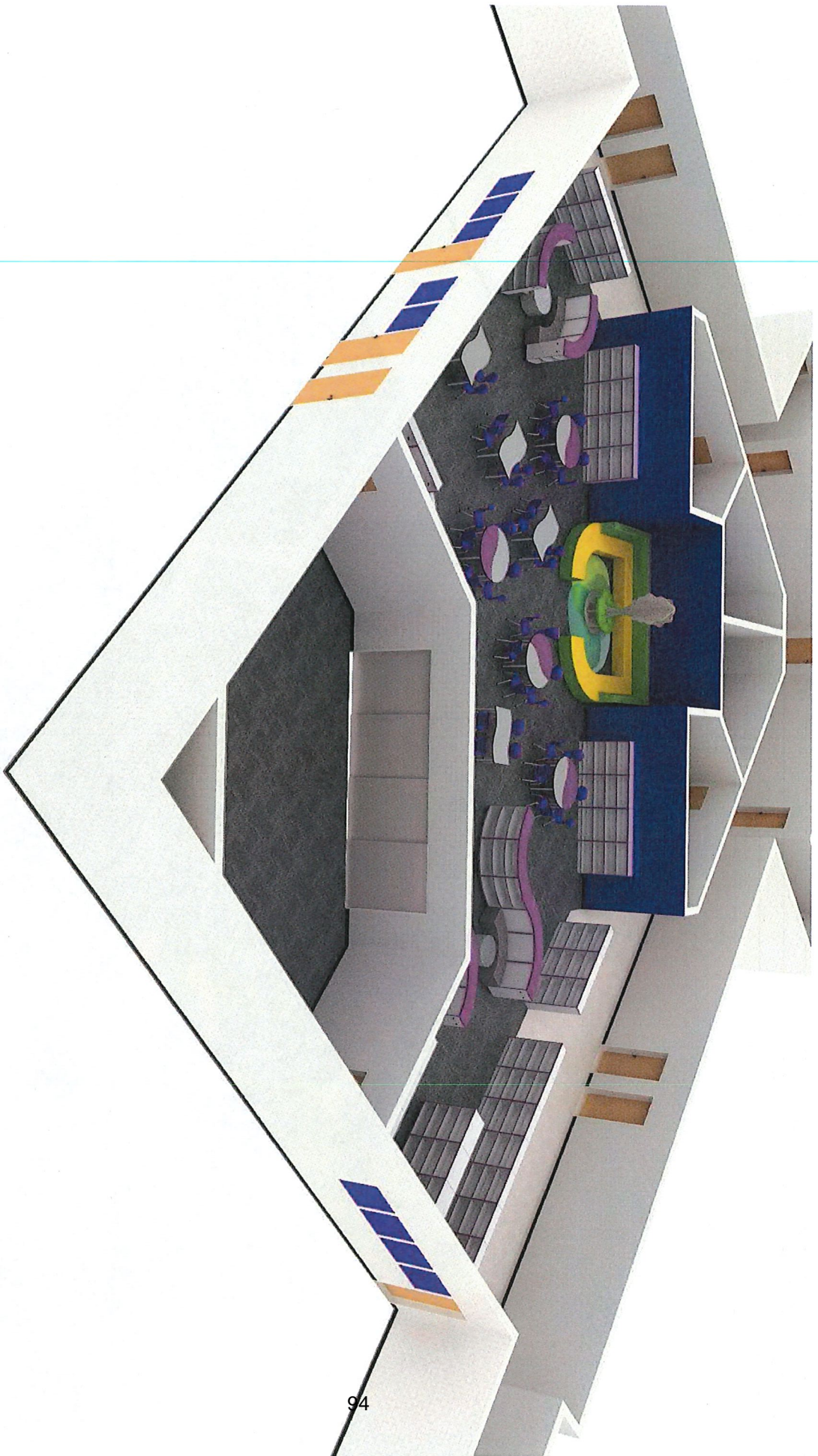
PRODUCT LIST
 PL1

TAG1	Label	Quantity	Company	Part Number	Description
MEDIA CENTER	A	8	WB Manufacturing	LBD1180-366023-AC	6 Adjustable Shelves, 4 Casters 36"W x 60"H x 23"D
MEDIA CENTER	B	3	Fomcore	F005-18X18-G1	Round Ottoman, 18"Dx18"H, 1" Glide
MEDIA CENTER	C	1	Fomcore	F008-94X18X18-G1	Bump Bench, 94"Lx18"Wx18"H, 1" Glide
MEDIA CENTER	D	25	WB Manufacturing	LRS1180-366012-AL	3 Adjustable Shelves, Levelers 36"W x 60"H x 12"D
MEDIA CENTER	E	4	Fomcore	F005-30X18-G1	30" Round Ottoman, 30"Dx18"H, 1" Glide
MEDIA CENTER	F	12	WB Manufacturing	WB015-28X18X18-G	Fortcore Soft Seating, Small Curve, 70 Pound Foam Density, Adjustable Glides
MEDIA CENTER	G	12	WB Manufacturing	LCS1170-374816-AC	2 Fk. Shelves, Laminate Back Panel, Magnet Docking, 5 Casters 36.48"W x 48"H x 16"D
MEDIA CENTER	H	30	MGI	38101	Apex Series Stacking Chair
MEDIA CENTER	I	6	WB Manufacturing	ELS7831-E/A	ELO Tite XL Table, Beveled Lotz Armor Edge™ Top, 4 Junior Adjustable 2" Straight Round Legs, 54"W x 35"D x 21.25 - 34.25"H
MEDIA CENTER	J	1	WB Manufacturing	CD1010-363029-IG	Main Rectangle Unit w/ Book Drop 36"W x 30"H x 29"D
MEDIA CENTER	K	1	WB Manufacturing	LBC1000-232223-AC-D	Mobile Depressible Book Cart
MEDIA CENTER	L	1	WB Manufacturing	CD1000-363029-IG	Main Rectangle Unit 36"W x 30"H x 29"D
MEDIA CENTER	M	1	WB Manufacturing	CD2000-293029-IG	Double Sided TFL: Modular Circulation Desk with Transaction, Main Rectangle Unit, Leveling Glides
MEDIA CENTER	N	1	WB Manufacturing	CD1000T-484229-IG	Double Sided TFL: Modular Circulation Desk with Transaction, Main Rectangle Unit, Leveling Glides
MEDIA CENTER	O	1	WB Manufacturing	CD1000T-364229-IG	Double Sided TFL: Modular Circulation Under Cabinet, Opening, 1 Drawer, 1 File Drawer, Levelers, Without a Top
MEDIA CENTER	P	1	WB Manufacturing	CB9202-172822-AL	TFL: Modular Circulation Under Cabinet, 1 Drawer, 1 File Drawer, Levelers, Without a Top
MEDIA CENTER	Q	1	WB Manufacturing	CB9201-172822-AL	TFL: Modular Circulation Under Cabinet, 1 Drawer, 1 File Drawer, Levelers, Without a Top
MEDIA CENTER	R	1	OTG	OTG119218	Adj. Height Task Chair
MEDIA CENTER	S	8	WB Manufacturing	ELS7804-E/A	ELO Reel Desk, Beveled Lotz Armor Edge™ Top, 4 Junior Adjustable 2" Straight Round Legs, 54"W x 30"D x 21.25 - 34.25"H
MEDIA CENTER	U	2	WB Manufacturing	CD3145-423029-AL	Double Sided TFL: Modular Circulation Inline Desk Cabinet, Double Full Height Doors, 1 Vertical Divider, 2 Adj. Shelves, Levelers
MEDIA CENTER	V	2	WB Manufacturing	LRS1140-363612-AL	1 Adjustable Shelf, Levelers 36"W x 36"H x 12"D
MEDIA CENTER	W	1	WB Manufacturing	LRS1140-303612-AL	1 Adjustable Shelf, Levelers 30"W x 36"H x 12"D
MEDIA CENTER	X	4	WB Manufacturing	LBSN435-242424-HG	Modular Square Corner Unit, 2 Grommets, Leveling Glides, 29W x 30"H x 29D
MEDIA CENTER	Y	1	WB Manufacturing	CD2010-293029-IG	3 Adjustable Shelves, Levelers 30"W x 60"H x 12"D
MEDIA CENTER	Y	5	WB Manufacturing	LRS1180-306012-AL	Double Sided : Modular Single Sided, Open Corner Bookcase, 3 Adjustable Shelves, Levelers
MEDIA CENTER	Z	1	WB Manufacturing	LRS1904-246024-AL	Double Sided: Mobile Single Sided Large Curved Bookcase, Magnet Docking, 1 Vertical Divider, 4 Fixed Shelves, Laminate Back Panel, Casters (2 Locking, 4 Non-Locking)
MEDIA CENTER	B1	4	WB Manufacturing	LCS1255-624816-AC	Fomcore Soft Seating, Large Curve, 70 Pound Foam Density, Adjustable Glides
MEDIA CENTER	C1	4	WB Manufacturing	WB938-46x18x18-G	36" Round Ottoman, 36"Dx18"H, 1" Glide
MEDIA CENTER	D1	1	Fomcore	F005-36X18-G1	Apex Series Stacking Chair
MEDIA CENTER	E1	18	MGI	38101	Apex Series Stacking Chair
MEDIA CENTER	F1	2	Fomcore	F108-34.75X31X18-G1	Curved Bench 30.34"75"Lx31"W, 18"H, 1" Glide
MEDIA CENTER	G1	2	Fomcore	F108-67X31X18-G1	Curved Bench 60.67"Lx31"W, 18"H, 1" Glide
MEDIA CENTER	H1	4	Fomcore	F019-67X31X35-G1	Linear Sofa, 67"Lx31"Wx35"H, Seat height 18", 1" Glides
MEDIA CENTER	I1	2	Fomcore	F024-91X31X35-G1	Linear Corner, 31"Lx31"Wx35"H, Seat height 18", 1" Glides
MEDIA CENTER	J1	1	WB Manufacturing	KMXCTREE-2	Reading Tree, Grand Hank glides, (4) 2"H Soft Seating On Each Laminate Shelf, Open w/ 1 Vertical Divider Under Each Laminate Shelf, 48"W x 98"H



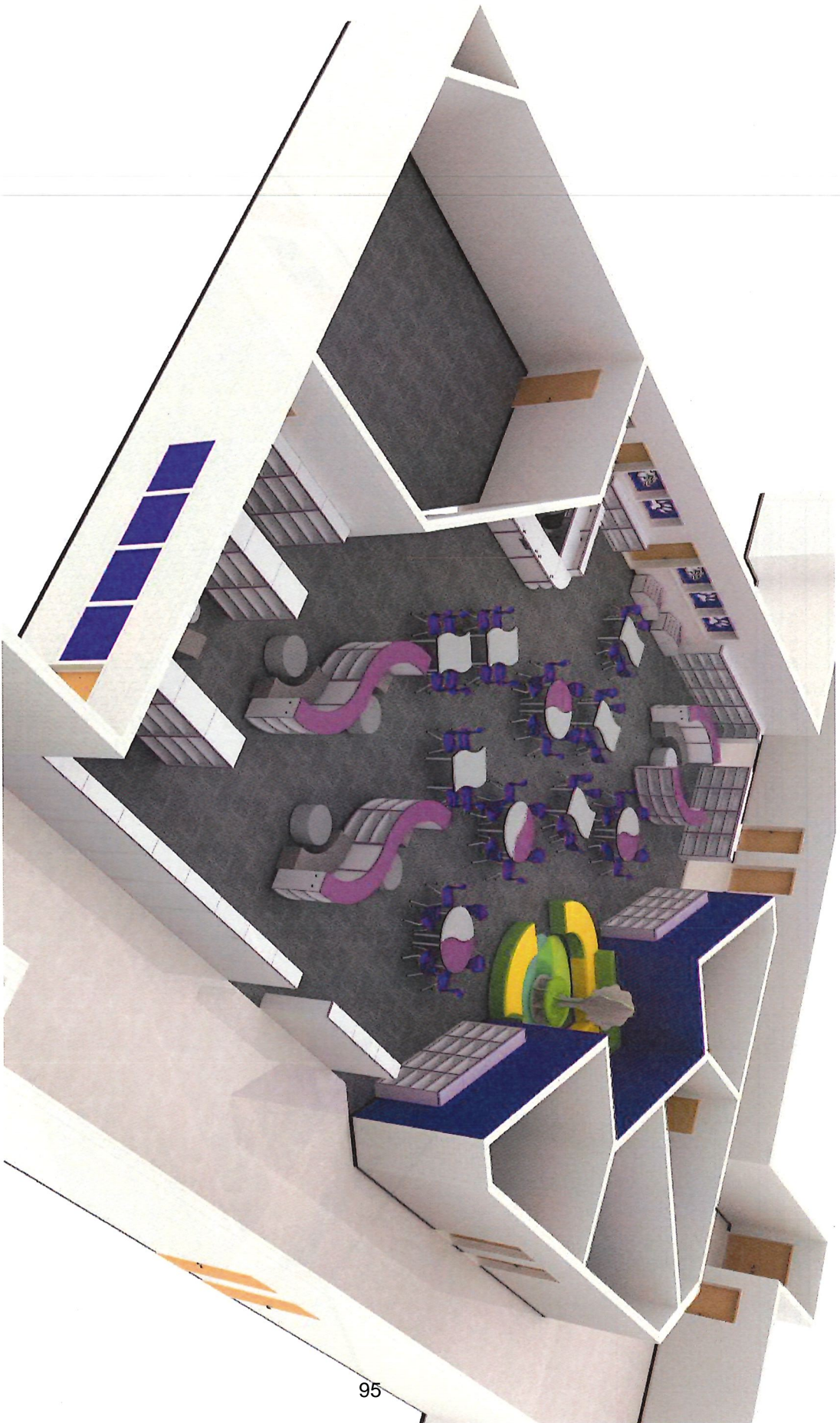
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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER		QUOTE:	TBD	REVISION DETAILS		RENDERINGS
LES:	COREY PETERSON	DRAWN BY: Bob Hill		R1: 2/25/26	R3: DATE 3	R1
		DATE: 12/30/2025		R2: DATE 2	R4: DATE 4	



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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER		QUOTE:	TBD	REVISION DETAILS		RENDERINGS
LES:	COREY PETERSON	DRAWN BY:	Bob Hill	R1: 1-26-26	R3: DATE 3	R2
		DATE:	12/30/2025	R2: DATE 2	R4: DATE 4	



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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER		QUOTE:	TBD	REVISION DETAILS		RENDERINGS
LES:	COREY PETERSON	DRAWN BY:	Bob Hill	R1: 1-26-26	R3: DATE 3	R3
		DATE:	12/30/2025	R2: DATE 2	R4: DATE 4	



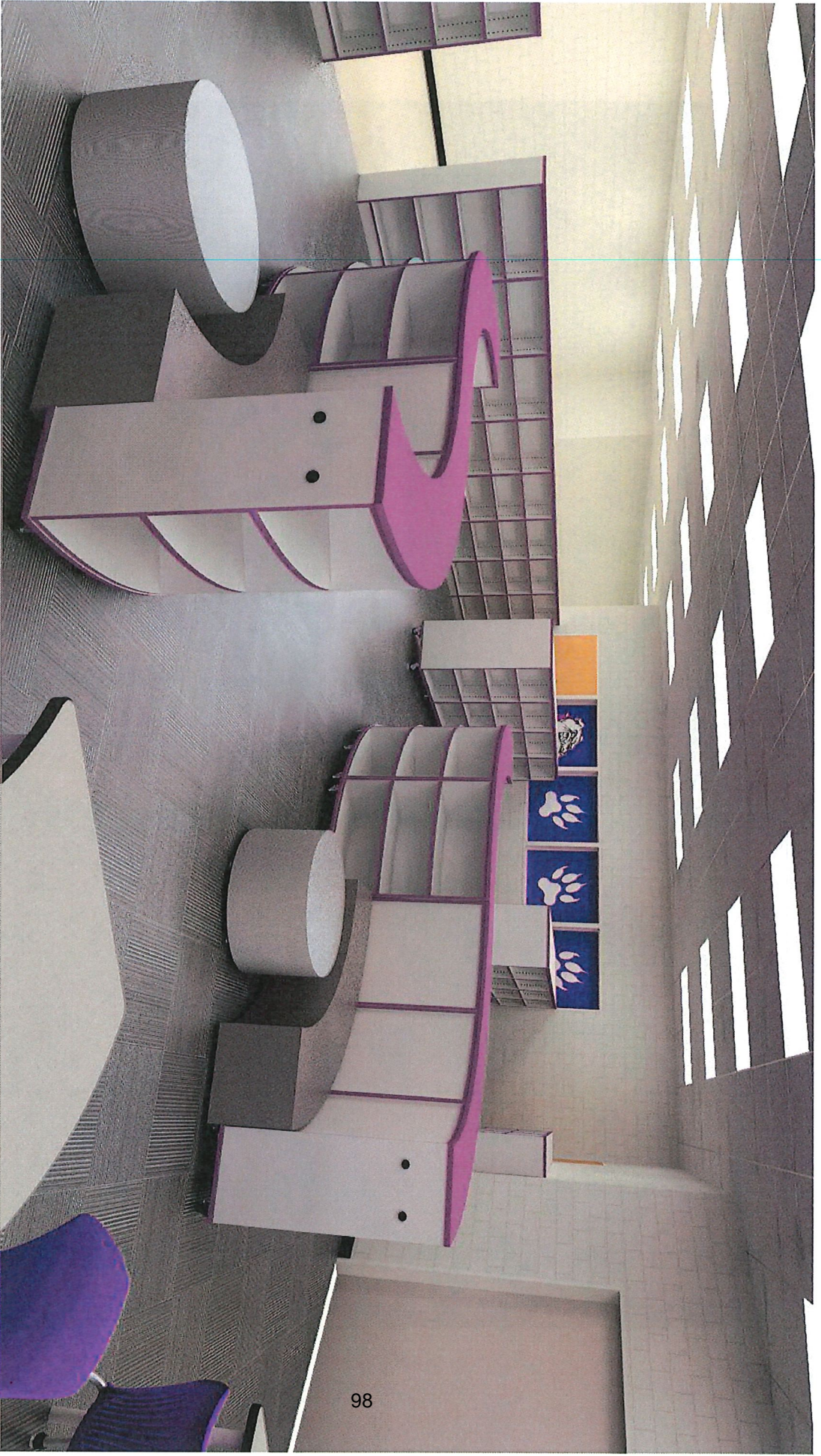
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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER		QUOTE:	TBD	REVISION DETAILS		RENDERINGS
LES:	COREY PETERSON	DRAWN BY:	Bob Hill	R1: 1-26-26	R3: DATE 3	R4
		DATE:	12/30/2025	R2: DATE 2	R4: DATE 4	



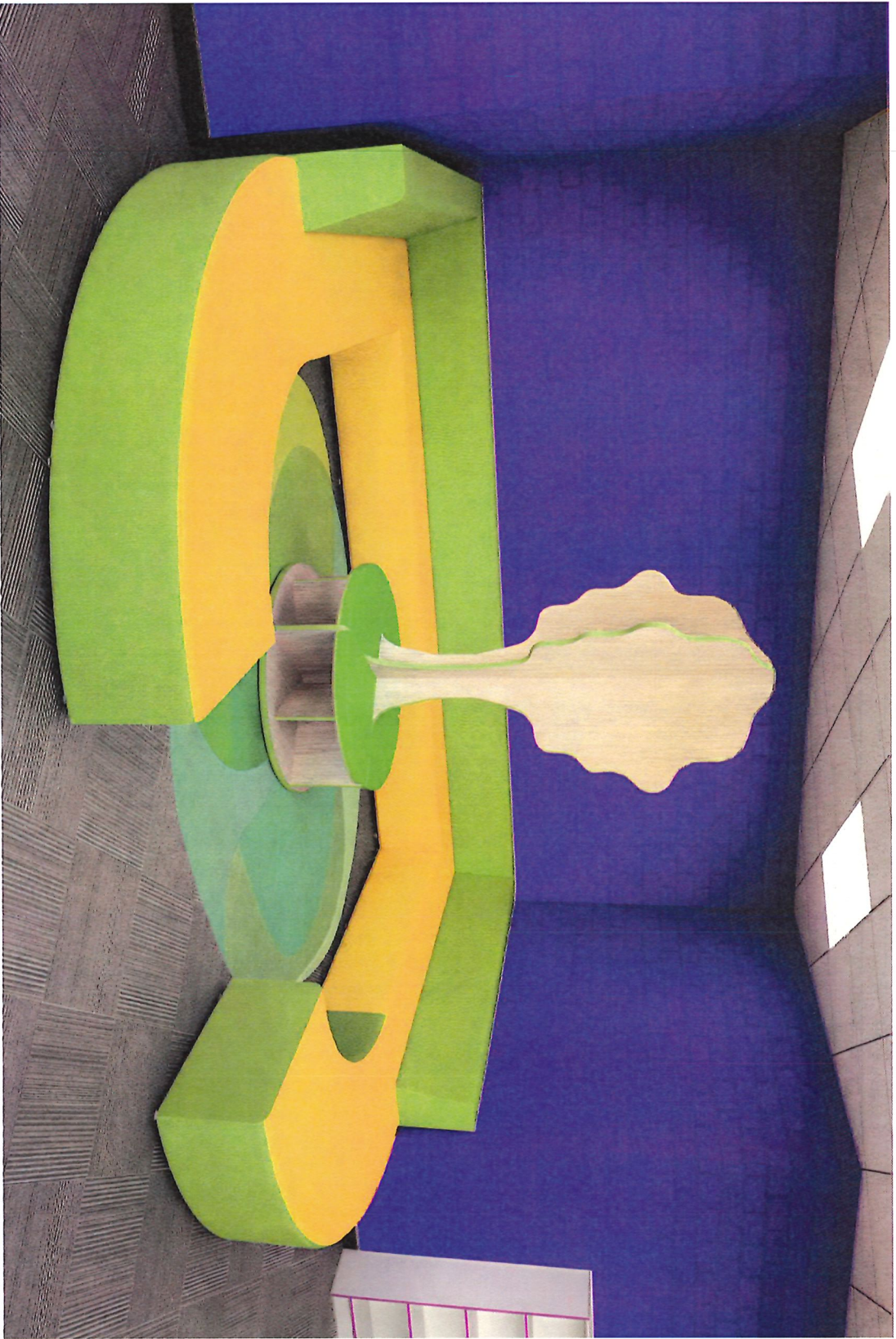
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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER		QUOTE:	TBD	REVISION DETAILS		RENDERINGS
LES:	COREY PETERSON	DRAWN BY:	Bob Hill	R1: 1-25-28	R3: DATE 3	R5
		DATE:	12/30/2025	R2: DATE 2	R4: DATE 4	



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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER		QUOTE:	TBD	REVISION DETAILS		RENDERINGS
LES:	COREY PETERSON	DRAWN BY:	Bob Hill	R1: 1-25-26	R3: DATE 3	R6
		DATE:	12/30/2025	R2: DATE 2	R4: DATE 4	



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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER		QUOTE:	TBD		REVISION DETAILS		RENDERINGS
LES:	COREY PETERSON	DRAWN BY:	Bob Hill	R1:1/26/26	R3:DATE 3		R7
		DATE:	12/30/2025	R2:DATE 2	R4:DATE 4		



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PROJECT NAME: TIFFANY CREEK ELEM MEDIA CENTER		QUOTE: TBD		REVISION DETAILS		RENDERINGS
LES:	COREY PETERSON	DRAWN BY:	Bob Hill	R1: 1-28-26	R3: DATE 3	R8
		DATE:	12/30/2025	R2: DATE 2	R4: DATE 4	



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CONTACT

Regional Director: Kyle Elsemore
715.212.9335
kyle.elsemore@duetresourcegroup.com

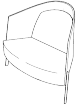

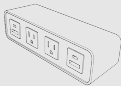
Designer: Madie Szpizar
madie.szpizar@duetresourcegroup.com


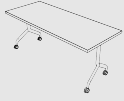
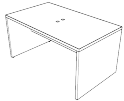

QUOTE


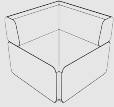


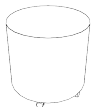
Issue Date: 3/2/2026


Valid Until: 30 Days From Above

ITEM	IMAGE	QTY	PRODUCT NUMBER/DESCRIPTION	UNIT PRICE	EXTENDED																								
1		1	TEKNION UNIVERSAL ZNTSR42 Low Round Tea Table, 36"dia CR #2109552	\$452.34	\$452.34																								
			<table border="0"> <tr> <td>Worksurface Finish</td> <td>~A</td> <td>Zones Foundation Laminate</td> </tr> <tr> <td>Zones Foundation Laminate</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Edge Trim Style</td> <td>8</td> <td>Flat Trim</td> </tr> <tr> <td>Edge Trim Colors</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Frame Paint Finish</td> <td>~Foundat</td> <td>Foundation Colors</td> </tr> <tr> <td>Foundation Finish Colors</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> </table>	Worksurface Finish	~A	Zones Foundation Laminate	Zones Foundation Laminate	?	----- UNSELECTED -----	Edge Trim Style	8	Flat Trim	Edge Trim Colors	?	----- UNSELECTED -----	Frame Paint Finish	~Foundat	Foundation Colors	Foundation Finish Colors	?	----- UNSELECTED -----								
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Edge Trim Colors	?	----- UNSELECTED -----																											
Frame Paint Finish	~Foundat	Foundation Colors																											
Foundation Finish Colors	?	----- UNSELECTED -----																											
2		2	TEKNION UNIVERSAL ATCDB29M36 Circular Cafe Table, 29"h, Metal Post, 36"dia.	\$635.61	\$1,271.22																								
			<table border="0"> <tr> <td>Surface Finish</td> <td>S</td> <td>Solid Top</td> </tr> <tr> <td>Solid Finish</td> <td>~A</td> <td>Foundation Laminate</td> </tr> <tr> <td>Foundation Laminate</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Edge Trim Style</td> <td>8</td> <td>Flat Trim</td> </tr> <tr> <td>Edge Trim Colors</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Base Finish</td> <td>~Metal</td> <td>Base Metal</td> </tr> <tr> <td>Metal Finishes</td> <td>~Fnd</td> <td>Foundation Colors</td> </tr> <tr> <td>Foundation Colors</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> </table>	Surface Finish	S	Solid Top	Solid Finish	~A	Foundation Laminate	Foundation Laminate	?	----- UNSELECTED -----	Edge Trim Style	8	Flat Trim	Edge Trim Colors	?	----- UNSELECTED -----	Base Finish	~Metal	Base Metal	Metal Finishes	~Fnd	Foundation Colors	Foundation Colors	?	----- UNSELECTED -----		
Surface Finish	S	Solid Top																											
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Foundation Colors	?	----- UNSELECTED -----																											

ITEM	IMAGE	QTY	PRODUCT NUMBER/DESCRIPTION	UNIT PRICE	EXTENDED
3		4	STUDIO TK STFS1LU Fractals - Lounge Chair, Low Back, Upholstery	\$3,189.60	\$12,758.40
			Seat Upholstery Finish ~01 Seat Upholstery Upholstery Finish, Fractals ~F06 Fabric Grade 6 Seating Fabric Grade 6 ? ----- UNSELECTED ----- Perilune, Seating Fabric ? ----- UNSELECTED ----- Seat Bolster Upholstery Finish ~01 Seat Bolster Upholstery Upholstery Finish, Fractals ~F06 Fabric Grade 6 Seating Fabric Grade 6 ? ----- UNSELECTED ----- Perilune, Seating Fabric ? ----- UNSELECTED ----- Back Finish ~01 Back Upholstery Upholstery Finish, Fractals ~F06 Fabric Grade 6 Seating Fabric Grade 6 ? ----- UNSELECTED ----- Perilune, Seating Fabric ? ----- UNSELECTED ----- Frame Finish ~P Paint Paint Finish ~F Fundamental Paint Finishes Fundamental Paint Finishes ? ----- UNSELECTED -----		
4		8	STUDIO TK TKDEPQH2 Ballad Armless Stool Plastic Seat, Sled Base, Full Height Back, Counter Height Seat	\$414.00	\$3,312.00
			Studio Plastic Finish ~PP Principal Plastic Finish Principle Plastic Finish ? ----- UNSELECTED ----- Frame Finish ~P Paint Paint Finish ~F Fundamental Paint Finishes Fundamental Paint Finishes ? ----- UNSELECTED -----		
5		24	TEKNION UNIVERSAL NBLUHP Blink Chair, Upholstered Seat, Height-Adjustable Arms	\$814.58	\$19,549.92
			Assembly Style F Fully Assembled Upholstery Finish ~F06 Fabric Grade 6 Seating Fabric Grade 6 ? ----- UNSELECTED ----- Perilune, Seating Fabric ? ----- UNSELECTED ----- Chair Finish ~PD Premium Dipped Premium Dipped ? ----- UNSELECTED ----- Cylinder Style 2 High 5" Casters A Soft Casters		
6		4	TEKNION UNIVERSAL XPPCAQ240SQ120 Power Qube - Plug-In, Quad - 2 Power/4 USB/0 Data - Std USB Capacity, Square Cut-Out, 120"l	\$284.56	\$1,138.24
			Country of Installation A Canada/ U.S.A Case and Front Finish ~Found Foundation Colors Foundation Colors ? ----- UNSELECTED -----		

ITEM	IMAGE	QTY	PRODUCT NUMBER/DESCRIPTION	UNIT PRICE	EXTENDED																														
7		6	TEKNION UNIVERSAL XTFASM307229SNN Flip-Top Table - Thesis Legs, 30"d x 72"w x 29"h, Std, No Cut-Out (1-3/16")	\$1,315.04	\$7,890.24																														
			<table border="0"> <tr> <td>Worksurface Finish</td> <td>~F</td> <td>Foundation Laminate</td> </tr> <tr> <td>Foundation Laminate</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Edge Trim Style</td> <td>6</td> <td>Straight Trim</td> </tr> <tr> <td>Edge Trim Finish</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Lower Support Finish</td> <td>~Paint</td> <td>Painted Finish</td> </tr> <tr> <td>Painted Finish</td> <td>~Found</td> <td>Foundation Colors</td> </tr> <tr> <td>Foundation Colors</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Upper Support Finish</td> <td>~Found</td> <td>Foundation Colors</td> </tr> <tr> <td>Foundation Colors</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Caster Finish</td> <td>B</td> <td>Black</td> </tr> </table>	Worksurface Finish	~F	Foundation Laminate	Foundation Laminate	?	----- UNSELECTED -----	Edge Trim Style	6	Straight Trim	Edge Trim Finish	?	----- UNSELECTED -----	Lower Support Finish	~Paint	Painted Finish	Painted Finish	~Found	Foundation Colors	Foundation Colors	?	----- UNSELECTED -----	Upper Support Finish	~Found	Foundation Colors	Foundation Colors	?	----- UNSELECTED -----	Caster Finish	B	Black		
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Caster Finish	B	Black																																	
8		2	TEKNION UNIVERSAL XTFTKM3072SNN Flip-Top Table - Kupp Legs, 30"d x 72"w, Standard, No Cut-Out (1-3/16")	\$1,189.77	\$2,379.54																														
			<table border="0"> <tr> <td>Worksurface Finish Application</td> <td>M</td> <td>Laminate - Two Sides</td> </tr> <tr> <td>Worksurface Finish</td> <td>~M</td> <td>Foundation Laminate</td> </tr> <tr> <td>Foundation Laminate</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Edge Trim Style</td> <td>6</td> <td>Straight Trim</td> </tr> <tr> <td>Edge Trim Finish</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Leg Finish</td> <td>~Found</td> <td>Foundation Colors</td> </tr> <tr> <td>Foundation Colors</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Caster Finish</td> <td>B</td> <td>Black</td> </tr> </table>	Worksurface Finish Application	M	Laminate - Two Sides	Worksurface Finish	~M	Foundation Laminate	Foundation Laminate	?	----- UNSELECTED -----	Edge Trim Style	6	Straight Trim	Edge Trim Finish	?	----- UNSELECTED -----	Leg Finish	~Found	Foundation Colors	Foundation Colors	?	----- UNSELECTED -----	Caster Finish	B	Black								
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9		2	TEKNION UNIVERSAL XTHDX4207236HNS1 Hub Table - Dble-Side, 42"dx72"wx36"h, Half-Ht, No Footrest, One Square C/O (/side) (1-9/16")	\$1,593.41	\$3,186.82																														
			<table border="0"> <tr> <td>Worksurface Finish (1-9/16")</td> <td>~F</td> <td>Foundation Laminate</td> </tr> <tr> <td>Foundation Laminate (1-9/16")</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Edge Trim Style</td> <td>6</td> <td>Straight Trim</td> </tr> <tr> <td>Edge Trim Finish (1-9/16")</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Gable Finish (1-1/2")</td> <td>~SrcLam</td> <td>Source Laminate</td> </tr> <tr> <td>Source Laminate (1-1/2")</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Modesty Panel Finish</td> <td>~Source</td> <td>Source Laminate</td> </tr> <tr> <td>Source Laminate</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> </table>	Worksurface Finish (1-9/16")	~F	Foundation Laminate	Foundation Laminate (1-9/16")	?	----- UNSELECTED -----	Edge Trim Style	6	Straight Trim	Edge Trim Finish (1-9/16")	?	----- UNSELECTED -----	Gable Finish (1-1/2")	~SrcLam	Source Laminate	Source Laminate (1-1/2")	?	----- UNSELECTED -----	Modesty Panel Finish	~Source	Source Laminate	Source Laminate	?	----- UNSELECTED -----								
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10		8	KI DN1100 Doni Four-Leg Armless Chair,Poly,Solid Color	\$204.96	\$1,639.68																														
			<table border="0"> <tr> <td>Poly Seat & Back Color</td> <td>/NFR</td> <td>Compliance to TB 117-2013</td> </tr> <tr> <td>Poly Seat & Back Color NFR</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Frame Color</td> <td>?</td> <td>----- UNSELECTED -----</td> </tr> <tr> <td>Glide Option</td> <td>/GSL</td> <td>Steel glides</td> </tr> </table>	Poly Seat & Back Color	/NFR	Compliance to TB 117-2013	Poly Seat & Back Color NFR	?	----- UNSELECTED -----	Frame Color	?	----- UNSELECTED -----	Glide Option	/GSL	Steel glides																				
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Glide Option	/GSL	Steel glides																																	

ITEM	IMAGE	QTY	PRODUCT NUMBER/DESCRIPTION	UNIT PRICE	EXTENDED
11		4	KI SN11CB Sonrisa Lounge Chair, Armless, Contrast Seat and Base	\$1,540.00	\$6,160.00
			Base option /CST Casters		
			Fabric Contrast #1/Inside Back, Outside Back H Fabric Grade H		
			Fabric ? ----- UNSELECTED -----		
			ADELE ? ----- UNSELECTED -----		
			Fabric Contrast #2/Seat & Base H Fabric Grade H		
			Fabric ? ----- UNSELECTED -----		
			ADELE ? ----- UNSELECTED -----		
			Thread Color /TXX Coordinating Color (closest matching thread color will b		
12		4	KI ZK060FC Zeker Inside Curve, Low Back, Contrast	\$1,883.84	\$7,535.36
			Power Option /NP No power		
			Fabric Contrast #1/Base and Seat H Fabric Grade H		
			Fabric ? ----- UNSELECTED -----		
			ADELE ? ----- UNSELECTED -----		
			Fabric Contrast #2/Back H Fabric Grade H		
			Fabric ? ----- UNSELECTED -----		
			ADELE ? ----- UNSELECTED -----		
13		4	KI ZK090NC Zeker Backless, 24" Width, Non-contrast	\$852.88	\$3,411.52
			Power Option /NP No power		
			Non-contrast fabric H Fabric Grade H		
			Fabric ? ----- UNSELECTED -----		
			ADELE ? ----- UNSELECTED -----		
14		7	KI ZK901GNG Zeker Ganging Kit	\$22.40	\$156.80
15		4	KI MP18R/CST/NC MyPlace 18" Round,2" Casters,Non-Contrast	\$474.32	\$1,897.28
			Non-Contrasting Fabric H Fabric Grade H		
			Fabric ? ----- UNSELECTED -----		
			ADELE ? ----- UNSELECTED -----		
			Moisture Barrier /NMB No Moisture Barrier		

ITEM	IMAGE	QTY	PRODUCT NUMBER/DESCRIPTION	UNIT PRICE	EXTENDED
16		4	KI CMDEN2026-73P C-Table Max, Adjustable Height, Small Rectangle with Curve Top, 20"x26" worksurface, 73P edge	\$470.96	\$1,883.84
			Edge Color ? ----- UNSELECTED ----- Laminate LAMG1 Laminate Grade 1 Laminate Finish \MGRD1S1 Grade 1 KI standard laminates Grade 1 KI standard laminates ? ----- UNSELECTED ----- Base Finish ? ----- UNSELECTED -----		

Subtotal for: \$74,623.20

ITEM	IMAGE	QTY	PRODUCT NUMBER/DESCRIPTION	UNIT PRICE	EXTENDED
				SUBTOTAL	\$74,623.20
				GRAND TOTAL	\$74,623.20

SUBTOTALS BY ROOM/AREA	
	\$74,623.20
Freight/Install/Surcharges	
GRAND TOTAL	\$74,623.20

CUSTOMER ORDER ACCEPTANCE

PLEASE REVIEW THIS QUOTATION AND NOTIFY US PROMPTLY OF ANY CORRECTIONS REQUIRED.
 THANK YOU FOR THE OPPORTUNITY TO BE OF SERVICE!

To ensure your Purchase Order (PO) is processed quickly and efficiently, please adhere to the following requirements:

1. All purchase orders must be issued to:
 Duet Resource Group/DJMI
 224 South 1st Street
 Milwaukee, WI 53204

Changes to quantities and/or options/finishes will affect this quote. If applicable, other charges such as freight, tax, installation and/or delivery fees may be added at time of order. This quotation is valid for 30 days, starting on the date shown in the quote header. For updated pricing, please contact your sales representative.

Terms & Conditions:

ORDER SUBMISSION: All orders require either (a) a purchase order referencing your quotation with exact specifications (quantity, finish options, price) or (b) a signed quote or (c) a signed authorization letter on customer letterhead accepting the quoted terms. Submission of any of these documents constitutes acceptance of these terms.

ORDER CHANGES/CANCELLATIONS: Purchase orders acknowledged by Duet cannot be modified or canceled without Duet's written consent and will be subject to a cancellation or change order fee. Custom orders cannot be changed or canceled under any circumstances.

INVOICING: An invoice will be created when product ships. If an order does not require installation (i.e., a drop ship order), multiple shipments may result in more than one invoice.

TAXES: Applicable sales tax will be added to invoices unless a valid tax exemption certificate is provided with order submission.

PAYMENT TERMS: 50% deposit required upon order placement (including 50% of applicable taxes)
 Deposit submission constitutes agreement to proceed per quoted terms
 50% billed upon product shipment
 Invoice is due upon receipt

CONSTRUCTION/INSTALLATION DELAYS: Duet cannot be responsible for delays in the construction schedule. The installation site must be free and clear of other trades (unless previously discussed), or additional labor charges may apply.

WAREHOUSING: Installation delayed due to construction, customer request, or any other reason not within Duet's control may incur storage/warehousing and additional delivery charges due to double handling.

FINANCE CHARGES: A 1.5% monthly finance charge applies to unpaid balances after due date.

SURCHARGES: Duet reserves the right to apply manufacturer-imposed tariff, freight, and/or fuel surcharges to customer orders.

CREDIT CARDS: A 3.5% processing fee applies to all credit card payments.

Signature: _____

Date: _____

Name: _____

PO Total: \$ _____

ITEM	IMAGE	QTY	PRODUCT NUMBER/DESCRIPTION	UNIT PRICE	EXTENDED
------	-------	-----	----------------------------	------------	----------



224 South 1st Street
 Milwaukee, WI 53204
 P: 414.273.3838

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**Boyceville
 Community School
 District**

1003 Tiffany St.
 Boyceville, WI 54725

Sheet:

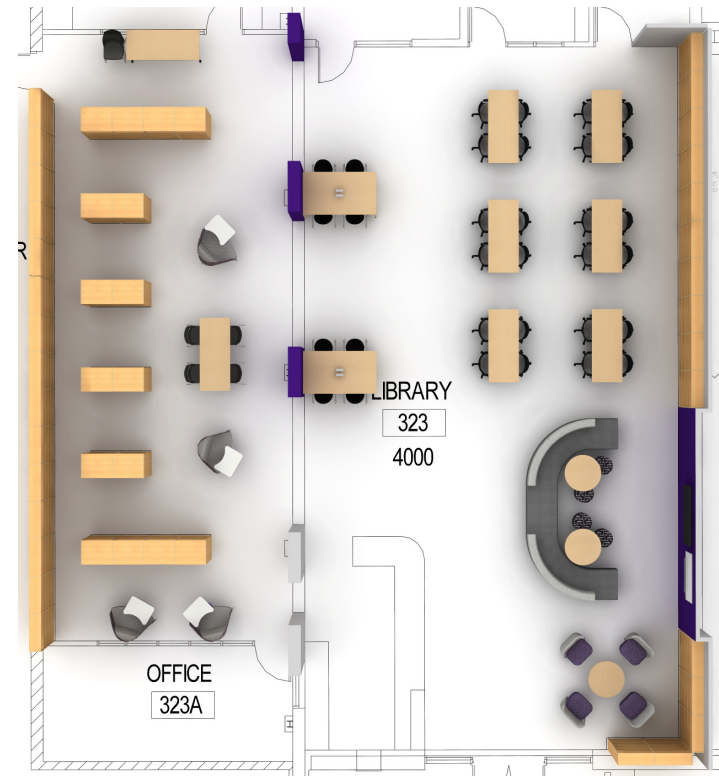
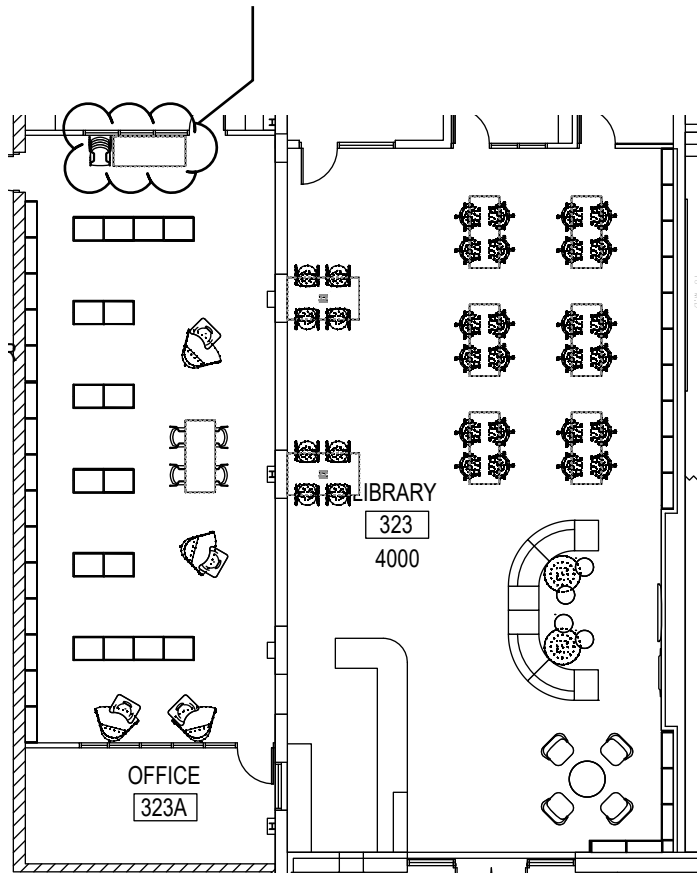
**Furniture Plan
 LMC**

Revisions:
 02.25.2026

Date: 02.09.2025
 Sales Rep: Kyle Elsemore
 Designer: Madie Szpizar
 Sheet No:

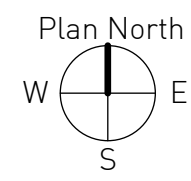
1 of 3

4 additional chairs & 1
 additional table for
 flexibility



1 Furniture Plan
 Scale: 1/16" = 1'-0"

110



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 Community School
 District**

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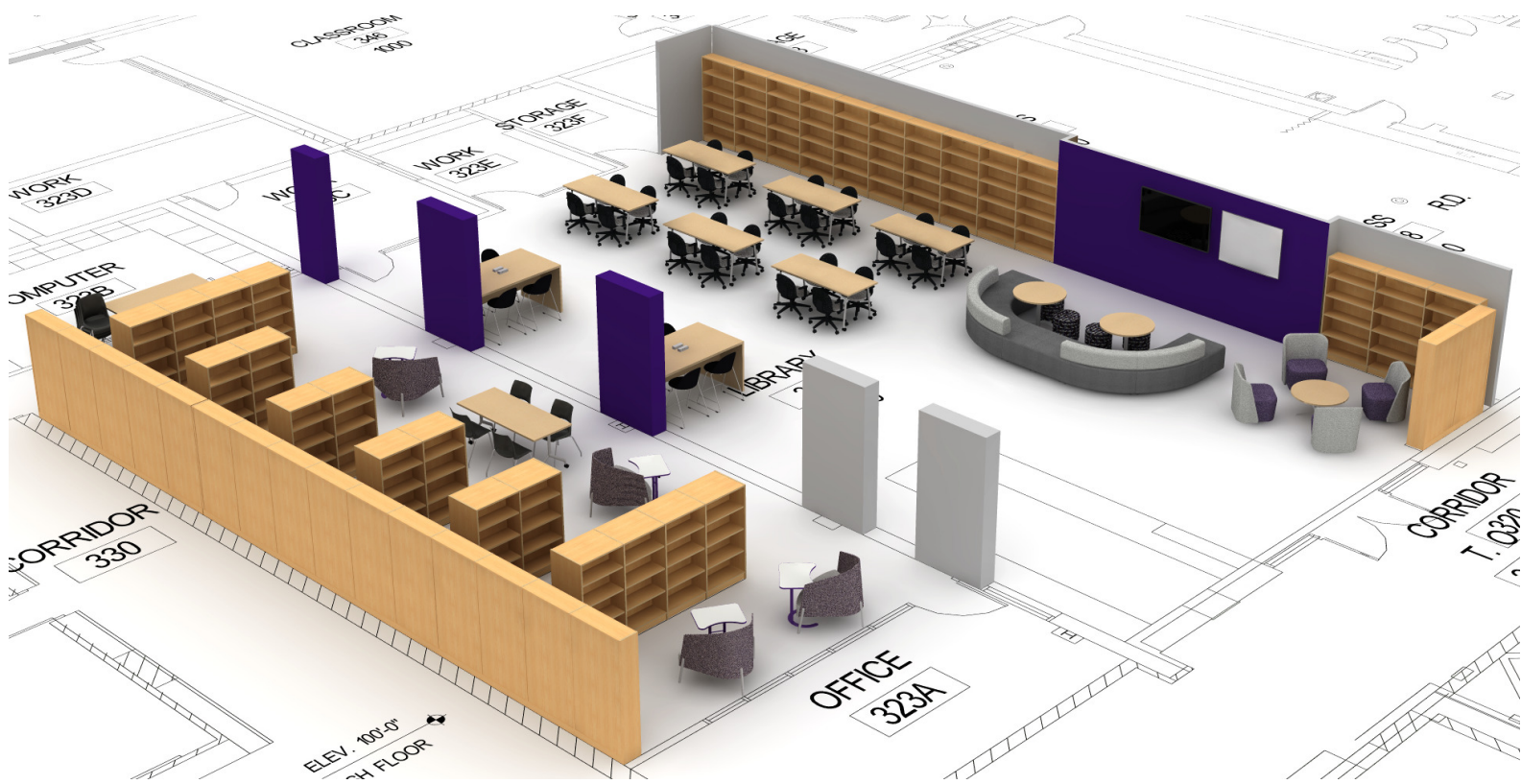
LMC

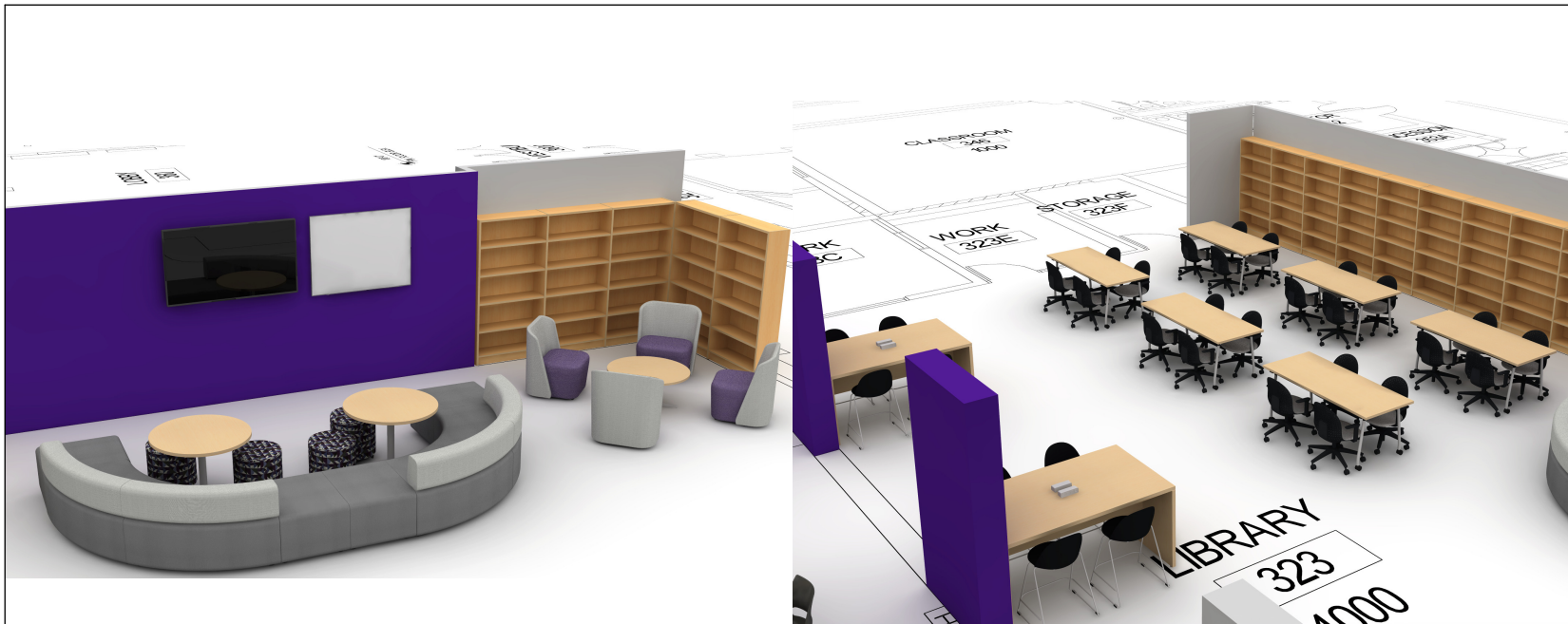
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 Designer: Madie Szpizar
 Sheet No:

2

of 3





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 Community School
 District**

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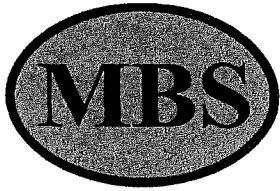
LMC

Revisions:
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Date: 02.09.2025
 Sales Rep: Kyle Elsemore
 Designer: Madie Szpiszar
 Sheet No:

3

of 3



Marshfield Book & Stationery Inc.

EVERYTHING FOR THE SCHOOL AND OFFICE

EQUIPMENT IS OUR SPECIALTY

To: BOYCEVILLE SCHOOL DISTRICT

Date: 5-11-2026

Attn: PATRICK GRETZLOCK

Job: BREAKROOM/WORKROOM

Section(s) Bid:

Location: SINK AREA CABINETS

Architect:

Addenda:

BID DUE:

Time:

Page 1 of 2

Scope of Work: LAMINATE CABINETS-SINK AREA ONLY

1 EACH B2400 BASE CABINETS, 36"W X 22"D X 35"H DOUBLE DOOR, 1 ADJUSTABLE SHELF, NO LOCK
2-DRAWERS, CABINET TO HAVE FINISHED LEFT

1 EACH B4102 BASE SINK CABINET, 36"W X 22"D X 35"H DOUBLE DOOR, NO SHELF

1 EACH B2400 BASE CABINET 36"W X 22"D X 35"H DOUBLE DOOR, 1 ADJUSTABLE SHELF, NO LOCK
2-DRAWERS, UN-FINISHED ENDS

1 EACH W2430 MICROWAVE CABINET WITH DOUBL DOORS, 36"W X 14"D X 30"H, FINISHED LEFT END
NO LOCK

2 EACH W2182 WALL CABINETS, 36"W X 14"D X 30"H, 2 ADJUSTABLE SHELVES PER, UN-FINISHED ENDS
NO LOCK

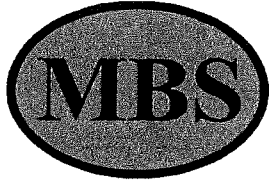
1 EACH COUNTER TOP FOR BASE CABINETS, 24"D X 110"L

1 EACH 4" X 96 BACK SPLASH FOR BASE CABINETS

\$6,140.00 MATERIALS DELIVERED TO BOYCEVILLE

**\$755.00 OPTIONAL ADD FOR 23 ¼" x 18 ½" x 10" double bowl drop in sink with gooseneck faucet
Installation of above items \$1,200.00**

Grand total with cabinets, sink, installation \$8,095.00



Marshfield Book & Stationery Inc.

EVERYTHING FOR THE SCHOOL AND OFFICE

EQUIPMENT IS OUR SPECIALTY

To: BOYCEVILLE HIGH/MIDDLE SCHOOL

Date: 1-7-2026

Attn: PATRICK GRETZLOCK

Job: CABINETS/MAILSLOT/TABLES

Section(s) Bid:

Location: BREAK ROOM

Architect: NONE

Addenda: NONE

BID DUE:

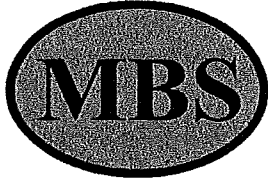
Time:

Page 1 of 2

Scope of Work: LAMINATE CABINETS/TABLES

STAFF BREAKROOM/WORKROOM

- 1 EACH T3232 DOUBLE DOOR STORAGE CABINET, 36"W X 22"D X 84"H, 1 FIXED SHELF, 4 ADJUSTABLE SHELVES. NO LOCK. VINYL TOE KICK PROVIDED BY SCHOOL
- 2 EACH B3122 DOUBLE DOOR BASE CABINETS, 36"W X 22"D X 35"H, 2 ADJUSTABLE SHELVES, 1 CABINET TO HAVE FINISHED LEFT END AND 1 CABINET TO HAVE UN-FINISHED ENDS. NO LOCKS.
- 3 EACH B2400 DOUBLE DOOR BASE CABINETS WITH 2 DRAWERS PER CABINET, 36"W X 22"D X 35"H, 1 ADJUSTABLE SHELF, 2 CABINETS TO HAVE UN-FINISHED ENDS AND 1 CABINET TO HAVE FINISHED RIGHT END. NO LOCKS
- 2 EACH SP202592 MAIL SLOT CABINETS, 48"W X 48"H X 16 1/2"D, 24 REMOVABLE SHELVES PER UNIT, 3 VERTICAL DIVIDERS PER UNIT, MATCHING INTERIORS, 1 UNIT WITH FINISHED LEFT END AND 1 UNIT WITH FINISHED RIGHT END
- 2 EACH LAMINATE TOPS TO BE PLACED ON TOP OF BASE CABINETS. 1 TOP 24"D X 74"L, 1 TOP 24"D X 96"L (170" TOTAL LENGTH-TO HAVE 1" OVERHANG)



Marshfield Book & Stationery Inc.

EVERYTHING FOR THE SCHOOL AND OFFICE

2 EACH GIB7085-2/7526 30"W X 96"LONG TABLES, BLACK ARMOR EDGE, 2 EA. X-BASE PER TABLE
BREAK ROOM TABLES TO HAVE 6 SLED BASE CHAIRS PER

12 EACH HISB6.F.E.U.****.T MULTI-PURPOSE SLED BASE CHAIRS WITH ARMS, UPHOLSTERED
SEAT AND BACK. 85+ COLORS TO CHOOSE FROM
12 CHAIRS FOR THE BREAK ROOM TABLES
THESE CHAIRS ARE THE SAME AS THE WAITING ROOM AT THE H.S.

~~\$17,554.00~~ MATERIALS DELIVERED TO BOYCEVILLE

~~\$1,200.00~~ OPTIONAL ADD FOR MARSHFIELD BOOK TO ASSEMBLE/INSTALL

TABLE FOR SMALL ROOM WITH TV

1 EACH LOB6073-FXG4 RECTANGLE LOBO TABLE, 24"W X 84"L, VINYL EDGE BANDING, ADJUSTABLE
SQUARE LEGS. GLIDES EXISTING CHAIRS TO BE USED ON THIS TABLE

\$630.00 EACH DELIVERED TO BOYCEVILLE

Separate Quot

Qualifications: STANDARD COLORS ONLY

WISCONSIN STATE SALES AND USE TAXES ARE NOT INCLUDED WHERE APPLICABLE. PURCHASER BY ACCEPTANCE OF THIS QUOTATION AGREES TO
FURNISH TAX EXEMPTION CERTIFICATES WHEN REQUESTED ON NON-TAXABLE MATERIALS.

TERMS: Net 30 days.

ACCEPTED:
Company _____
Name _____
Date _____

RESPECTFULLY,

MARSHFIELD BOOK & STATIONERY INC.
By: Keith Wein

109800 W McMillan St • Marshfield, WI 54449 • Ph. 715-387-1286 • Fax 715-387-1145 • marshfieldbook.com

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SERVICE WHEN YOU NEED IT!