



– A G E N D A –

Upon request to the administrative assistant to the Superintendent, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting.

This meeting is a meeting of the School Board 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 in the agenda.

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Agenda

V. Hearing of Delegations

VI. Consent Agenda

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- B. CESA Representative
- C. Student Representative

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D.C. Everest, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

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XII. Future Meeting Dates	
A. Next Regular Board Meetings	
1. Wednesday, April 26, 2017, 6:30 p.m. D.C. Everest Administration Building Board Room	
2. Wednesday, May 24, 2017 D.C. Everest Administration Building Board Room	
B. School Board Election Canvass	
1. Monday, April 10, 2016, at 1:00 p.m. Administration Building	
C. Special Meetings	
1. District Recognition Dinner Monday, April 24, 2017 Reception 5:30 p.m. / Dinner 6:30 p.m. Central WI Expo Center, Rothschild	
XIII. Adjournment to Closed Session Following the Open Meeting - Pursuant to W.S.S. 19.85(1)(e) for the purpose of considering negotiations regarding teacher compensation and deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically for the purpose of discussing potential lease agreements and provision of certain health and medical services at Greenheck Fieldhouse.	

XIV. Reconvene in Open Session

XV. Adjourn

– MINUTES –

I. Call to Order

Jablonski called the meeting to order at 6:30 p.m.

II. Roll Call

Members present were Schaefer, Ackermann, Dickerson, Xiong, Kasten, Stroik, and Jablonski. Also present were Superintendent Gilmore and Assistant Superintendent Lechner.

III. Pledge of Allegiance

Following the pledge, Jablonski stated the Board would consider adjournment to closed session following the open meeting pursuant to W.S.S. 19.85(1)(c) for consideration of early retirement for a teacher and the Superintendent's yearly review.

IV. Approval of Agenda

Motion by Xiong, second by Kasten to approve the agenda for the meeting. With a voice vote, Ackermann – yes, Dickerson – yes, Xiong – yes, Kasten – yes, Schaefer – yes, Stroik – yes, and Jablonski – yes. All yes, motion carried.

V. Hearing of Delegations

No one addressed the Board.

VI. Consent Agenda

Motion by Ackermann, second by Xiong to approve the consent agenda. With a roll call vote, Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes. Motion carried.

A. Approval of Minutes

1. Regular Meeting of January 25, 2017

B. Recommended Employment/Resignations/Contract Adjustments

C. Treasurer's Report - General/Other Fund Bills

D. Balance Sheet

E. Budget Transfers

F. Fund Raising Requests

G. Student Travel

1. Senior High French June 2018

H. Gift/Bequests

1. Mark Hadley Family Donations to PD Center and DECA

I. Bus Accident Report

VII. Reports/Considerations

A. WASB Legislative Network Member – Xiong reported on the Governor Walker has proposed a budget with a significant impact for public education. WASB will review these proposals at the March 15 Day at the Capitol event. WASB is hosting a Legal and Human Resources conference Feb. 23.

- B. CESA Representative – CESA completed the audit report for this year. The Board is working on gathering district’s input for the annual evaluation of the director.
- C. Student Representative – Representative Rowell could not be present because the Student Council is hosting a hypnotist program this evening at the Senior High. Dr. Gilmore read her report:
Student Council hosted a crush can sale for Valentine’s Day. Boys’ swim team took second at sectionals. A large number of D.C. Everest students participated in the cast, orchestra, and crew for the CWETA production of Shrek. Juniors are taking the ACT and Work Keys tests. Four wrestlers made it to state this weekend. FFA attended a rodeo in Minnesota. Solo and ensemble is this weekend. The Senior High band will play at a Milwaukee Buck’s game this Sunday. The dance team placed at state. The curling teams took second at the Badger State Games.

VIII. Superintendent

- A. WICPA Educational Foundation Grant to Michael Hanke
- B. CWSHRM Recognition of Kim Hall
- C. FBLA Regional Results, February 4, 2017
- D. UW-Green Bay College Credit in High School Update
- E. Feb. 24 District-Wide Professional Development Opportunity - ACEs
- F. Gov. Walker's Proposed Budget
- G BEST Screener Update

IX. Unfinished Business

- A. Board Goals
 - 1. Personalized Learning
Presenter: Dr. Casey Nye with Middle School teaching staff

X. New Business

- A. Action Items
 - 1. CESA 9 Shared Services Contract Renewal
Motion by Schaefer, second by Xiong to approve the CESA 9 Shared Services Contract for 2017-2018. With a voice vote Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes. Motion carried.
 - 2. Food Service Pay Schedule
Motion by Kasten, second by Stroik to approve the food service pay schedule as presented. With a voice vote Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes. Motion carried. The Board requested the Administration to bring back a salary study of support groups pay schedules.
 - 3. Staff Handbook Correction
Motion by Stroik, second by Xiong to approve the two corrections to the staff handbook. With a voice vote Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes. Motion carried.
 - 4. D.C. Everest Special Education Policies and Procedures Handbook
Motion by Kasten, second by Xiong to approve the D.C. Everest Special Education Policies and Procedures Handbook as submitted. With a voice vote Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes. Motion carried.

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6. K-5 Multiage Request

Motion by Schaefer, second by Ackermann to approve the administration to move forward with studying the feasibility of providing a multiage project based learning class. Schaefer called for a roll call vote. With a roll call vote Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes. Motion carried.

7. Facilities Committee

Motion by Schaefer, second by Ackermann to approve the administration to move forward in creating a facilities committee to study district facilities. With a voice vote Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes. Motion carried.

8. First Reading of Policies

Motion by Kasten, second by Stroik to accept on first reading all the policies (a through v) as submitted. With a voice vote Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes. Motion carried.

a. po0100 Definitions

b. po151.2 New-Required Pupil Academic Standards Agenda Item

c. po1619 New-Group Health Plans

d. po1619.01-New Privacy Protections of Self-Funded Group Health Plans

e. po1619.02 New-Privacy Protections of Fully Insured Group Health Plans

f. po1619.03 New-Patient Protection and Affordable Care Act

g. po2370 Educational Options

h. po2413 Health Education

i. po2460 Exceptional Education Needs

j. po2460.03 New-Independent Educational Evaluation (IEE)

k. po3120 Employment of Professional Staff

l. po3120.01 Job Descriptions

m. po3419.03 New-Patient Protection and Affordable Care Act

n. po4120 Employment of Support Staff

o. po4120.01 Job Descriptions

p. po4419.03 New-Patient Protection and Affordable Care Act

q. po5111.01 Homeless Students

r. po5111.03 New-Children and Youth in Foster Care

s. po5771 Search and Seizure

t. po6700 Fair Labor Standards Act (FSLA)

u. po8500 Food Service

v. po8531 Free and Reduced-Price Meals

XI. Informational Items

A. SafeSchools Training to Complete

XII. Petitions and Communications

A. Thank You from Craig and Jane Miller

B. Thank You for Memorial Tribute from Barb Lawrence

XIII. Future Meeting Dates

A. Next Regular Board Meeting

1. Wednesday, March 22, 2017, 6:30 p.m.
2. Wednesday, April 26, 2017, 6:30 p.m.

XIV. Adjournment to Closed Session Following the Open Meeting Pursuant to W.S.S. 19.85(1)(c) for Consideration of Early Retirement for a Teacher and the Superintendent's Yearly Review

Motion by Xiong, second by Schaefer to adjourn to closed session. With a roll call vote: Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes. Motion carried. Time was 7:35 p.m.

A. Approval of Minutes of Closed Session January 25, 2017

XV. Reconvene in Open Session at 8:00 p.m.

XVI. Adjourned at 8:00 p.m.

Respectfully submitted,

Rita A. Kasten, Clerk

Ellen Suckow, Executive Assistant to the Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the March 22, 2017, meeting of the school board.

Recommended Employment/Resignations/Contract Adjustments

Recommended Employment

Certified Staff

<i>Name</i>	<i>Position/Building</i>	<i>FTE%</i>	<i>Start</i>
Erin Van Oss	Psychologist	.80	8/10/2017

Support Staff

<i>Name</i>	<i>Position/Building</i>	<i>FTE%</i>	<i>Start</i>
Kelly Bowen	Cafeteria Server – WE	.42	3/6/2017
Kayla Clauss	SWD Assistant – WE	.62	3/20/2017
Kasha Her	ELL Assistant – MB	.62	3/20/2017

Resignation(s)/Retirement(s)

<i>Name</i>	<i>Position/Building</i>	<i>Reason</i>	<i>Effective Date</i>
Matthew Coxen	Housekeeper – JH	Termination	3/3/2017
Timothy Baranowski	Class I Custodian – SH	Retirement	3/14/2017
Kenneth Rosin	Class II Custodian – MS	Resignation	4/13/2017
Scott Blanchard	English Teacher - SH	Retirement	6/8/2017
Brian Zoromski	EBD Teacher – JH	Resignation	6/8/2017
Shara Virlan	Elementary Teacher – WE	Resignation	6/8/2017
Barbara Lawrence	Instructional Coach – MB	Retirement	6/14/2017
David Burgess	Class I Custodian – GFH	Resignation	6/22/2017

DCE Middle School				
Name	Position	Begin	End	%
Blank, Kara	Forensics	12/3/16	3/4/17	1
Ellis, Cori	Forensics	12/3/16	3/4/17	1.75
DCE Junior High School				
Name	Position	Begin	End	%
Bergstom, Jeffrey	Track 7th - 8th Grade Co-Head Coach	3/19/17	5/17/17	8
Bosman, Tom	Track 7th - 8th Grade Assistant Coach	3/19/17	5/17/17	7
Brandt, Mike	Track 7th - 8th Grade Assistant Coach - split	3/19/17	5/17/17	3.50
Hahn, Nathan	Track 7th - 8th Grade Co-Head Coach	3/19/17	5/17/17	8
Janke, Todd	Track 7th - 8th Grade Assistant Coach	3/19/17	5/17/17	7
Kelly, Heather	Track 7th - 8th Grade Assistant Coach	3/19/17	5/17/17	7
Marx, Andrew	Track 7th - 8th Grade Assistant Coach - split	3/19/17	5/17/17	3.50
Meyer, Rick	Track 7th - 8th Grade Assistant Coach	3/19/17	5/25/17	6
Miskovich, Allyson	JV2 Head Coach	3/19/17	5/29/17	6
Prust, Maria	Softball 8th Girls Head Coach	3/19/17	5/29/17	6
Reiche, Andrew	Baseball JV2 Boys - Head Coach	3/20/17	6/5/17	7
Senoraske, Todd	Track 7th - 8th Grade Assistant Coach	3/19/17	5/17/17	6
DCE Senior High School				
Name	Position	Begin	End	%
Brandt, Jeremy	T & F Varsity Boys - Assistant - (Throws)	3/7/17	6/4/17	7
Buege, Amanda	Softball Varsity Assistant	3/14/17	6/11/17	7
Franklin, William	Track Varsity Boys - Head Coach	3/7/17	6/4/17	11
Mathies, Mike	Softball Varsity Girls - Head Coach	3/14/17	6/11/17	10
Micholic, Jack	Track Varsity Boys - Assistant Coach	3/7/17	6/4/17	4
Prahl, Tina	Softball Varsity Assistant	3/14/17	6/11/17	7
Radloff, Dustin	Tennis Varsity Boys - Head Coach	3/27/17	6/10/17	13
Roloff, Joshua	Soccer Girls JV Coach	3/21/17	6/18/17	8
Schmitz, April	Tennis Varsity Boys - Assistant Coach	3/27/17	6/10/17	6
Wistrom, Rob	Softball JV Coach	3/14/17	6/11/17	7

D.C. EVEREST AREA SCHOOL DISTRICT
6300 ALDERSON STREET, WESTON, WI 54476

TREASURER'S REPORT

MARCH 15, 2017

CASH BALANCE AS OF FEBRUARY 15, 2017	\$471,234.70	
INVESTMENT ACCOUNT TRANSFERS		\$3,474,275.85
RECEIPTS CR#23443 - CR#23629	\$5,107,844.65	
CHECKS FOR APPROVAL #218631 - #218855 ACH: #161701768 - # 161702040		\$2,110,281.09
<u>VOIDS:</u>		
CK# 218441, #218664, #218682	\$417.00	
CASH BALANCE AS OF MARCH 15, 2017		(\$5,060.59)
	<hr/>	
	\$5,579,496.35	\$5,579,496.35
	<hr/> <hr/>	

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (02/15/2017-03/15/2017)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
218631	FASTSIGNS	2096-4517	2/17/2017	356.5
218632	LAMERS BUS LINES, INC.	505003	2/17/2017	1,216.00
218633	RHINELANDER HIGH SCHOOL	DCEDECA2017	2/17/2017	1,340.00
218634	SECURIAN FINANCIAL GROUP, INC.	42795	2/17/2017	17,088.56
218635	VAN TIEM, KURT	01.31.2017	2/17/2017	75
218636	WI DECA	1023142	2/17/2017	500
218637	MARK HARRING STANDING CHAPTER 13 TRU	2/17/2017A	2/17/2017	1,294.62
218638	MESSERLI & KRAMER PA	2/17/2017A	2/17/2017	157.93
218639	UNITED WAY OF MARATHON CNTY	20170217ADUWAY	2/17/2017	819
218640	ABT WATER TREATMENT INC	18304	2/17/2017	586.39
218641	ASCD	ASCD 1617	2/17/2017	229
218642	AUTOMATED ENERGY SOLUTIONS, INC.	1790	2/17/2017	169.75
218643	BECKMAN, MARA	2.8.17	2/17/2017	200
218644	BIG UNIVERSE, INC.	12669	2/17/2017	1,799.00
218645	BOELTER COMPANIES, THE	95945051	2/17/2017	836.29
218646	CARTER, TONIA	Carter21017	2/17/2017	102.5
218647	CARTLEDGE, WENDY	42736	2/17/2017	284.7
218648	COLLINS, HEATHER	42736	2/17/2017	32.26
218649	DEAN FOODS OF WISCONSIN, INC.	1302017	2/17/2017	20,793.00
218650	DIETEL, LAURA	42736	2/17/2017	20
218651	ECOLAB, INC.	4102849	2/17/2017	881.34
218652	FEDEX, INC.	5-700-62110	2/17/2017	36.54
218653	FINNEGAN, ZACK	02.14.2017	2/17/2017	37.5
218654	GEURINK, RHONDA	42767	2/17/2017	20
218655	GOPHER SPORT, INC.	9269633	2/17/2017	695.68
218656	GORDON FOOD SERVICE INC	2012017JH	2/17/2017	9,521.86
218656	GORDON FOOD SERVICE INC	201017HS	2/17/2017	37,781.99
218656	GORDON FOOD SERVICE INC	212017hs	2/17/2017	16,515.68
218656	GORDON FOOD SERVICE INC	175858907	2/17/2017	217.8
218657	GRAPHICS PLUS, INC.	20372	2/17/2017	426.5
218658	GUARDIAN PEST SOLUTIONS	42736	2/17/2017	410.65
218659	HEARTLAND BUSINESS SYSTEMS INC	HBS00540813	2/17/2017	4,480.64
218660	HEID MUSIC COMPANY, INC.	1865562	2/17/2017	56.16
218660	HEID MUSIC COMPANY, INC.	2.14 1854666	2/17/2017	3.96
218661	HERDRICH, LEAH	Herdrich21017	2/17/2017	509.5
218662	HORNBY, KIRSTEN A	2.14.17	2/17/2017	50
218663	JANKE BOOK STORE	4887-4890	2/17/2017	1,341.57
218664	KALLIO, DAVID	FEB14.17	2/17/2017	50
218665	KENNEBECK, CHARLENE	2.14.2017	2/17/2017	50
218666	KLOPOTIC, JAMY	klopotic21417	2/17/2017	75
218667	LAMERS BUS LINES, INC.	505244	2/17/2017	262.5
218667	LAMERS BUS LINES, INC.	505727	2/17/2017	223.87
218667	LAMERS BUS LINES, INC.	505730	2/17/2017	368.34
218667	LAMERS BUS LINES, INC.	12.30.2016	2/17/2017	136.14
218667	LAMERS BUS LINES, INC.	505731	2/17/2017	181.33

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (02/15/2017-03/15/2017)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
218667	LAMERS BUS LINES, INC.	500045	2/17/2017	228
218667	LAMERS BUS LINES, INC.	505724	2/17/2017	161.62
218667	LAMERS BUS LINES, INC.	505723	2/17/2017	481.74
218667	LAMERS BUS LINES, INC.	505720	2/17/2017	262.35
218667	LAMERS BUS LINES, INC.	505721	2/17/2017	75
218667	LAMERS BUS LINES, INC.	505722	2/17/2017	372.95
218667	LAMERS BUS LINES, INC.	505725	2/17/2017	171.41
218667	LAMERS BUS LINES, INC.	505726	2/17/2017	240.69
218667	LAMERS BUS LINES, INC.	505719	2/17/2017	80.55
218667	LAMERS BUS LINES, INC.		2/17/2017	0
218668	LARSON, DAN	02.08.2017	2/17/2017	200
218669	MACGILL MEDICAL AND SCHOOL NURSE SUP	585066	2/17/2017	78.12
218670	MIDAMERICA ADMIN & RETMT SOLUTIONS,	MAR0000003088	2/17/2017	819.38
218671	MILLER, STEPHANIE	miller21517	2/17/2017	146
218672	MISHLER, KRISTY	42736	2/17/2017	82.62
218673	NANOTEK DEVICE REPAIR LLC	268	2/17/2017	1,045.00
218674	NEOFUNDS BY NEOPOST INC.	42768	2/17/2017	2,000.00
218675	PISCA, SARAH	02.14.17	2/17/2017	50
218676	PITNEY BOWES	21417	2/17/2017	1,500.00
218677	RADEMAN-PUGH, JILL	42736	2/17/2017	39.4
218678	RICS SEWER SERVICE LLC	2062017	2/17/2017	495
218679	SCHOOL NUTRITION ASSN	401389-2017	2/17/2017	47.5
218680	SEIM APPLIANCE	Checking Charge	2/17/2017	30
218681	SHAWANO JAZZ FESTIVAL	1704	2/17/2017	375
218682	SIMONIS, NICK	simonis2917	2/17/2017	215
218683	SOUNDWORKS SYSTEMS, INC.	94335	2/17/2017	10,147.72
218684	SOUTH AREA BUSINESS ASSO	So Area Bus. Assoc.	2/17/2017	100
218685	SPHERO	10640	2/17/2017	1,199.99
218686	STAPLES ADVANTAGE	3328789815	2/17/2017	161.85
218686	STAPLES ADVANTAGE	3328789821	2/17/2017	58.05
218686	STAPLES ADVANTAGE	3328789826	2/17/2017	72.46
218686	STAPLES ADVANTAGE	3328789828	2/17/2017	88.01
218686	STAPLES ADVANTAGE	3328789830	2/17/2017	31.8
218686	STAPLES ADVANTAGE	3328789831	2/17/2017	20.3
218686	STAPLES ADVANTAGE	3328789832	2/17/2017	42.78
218686	STAPLES ADVANTAGE	3328789837	2/17/2017	24.19
218686	STAPLES ADVANTAGE	3328789839	2/17/2017	17.95
218686	STAPLES ADVANTAGE	3328789840	2/17/2017	18.04
218686	STAPLES ADVANTAGE	3328789842	2/17/2017	40.36
218686	STAPLES ADVANTAGE	3328789843	2/17/2017	33.36
218686	STAPLES ADVANTAGE	3328789844	2/17/2017	33.36
218686	STAPLES ADVANTAGE	3328789845	2/17/2017	38.93
218686	STAPLES ADVANTAGE	3328789814	2/17/2017	4.29
218686	STAPLES ADVANTAGE	3328789827	2/17/2017	46.36
218686	STAPLES ADVANTAGE	3328789848	2/17/2017	24.93

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER (02/15/2017-03/15/2017)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
218686	STAPLES ADVANTAGE	3328789847	2/17/2017	31.89
218686	STAPLES ADVANTAGE		2/17/2017	0
218687	STEVENS PT AREA HS SPASH	WVC Wrestling 2/4	2/17/2017	29.71
218688	STRONG, LINDA	02.14.2017	2/17/2017	50
218689	TEACHER DIRECT	P464529500029	2/17/2017	250.1
218690	TRAIN 4 YOUR BEST	19005	2/17/2017	250
218690	TRAIN 4 YOUR BEST	18006	2/17/2017	755
218690	TRAIN 4 YOUR BEST	17006	2/17/2017	210
218691	VAN BERKEL, DESIREE	vanberkel2917	2/17/2017	185
218692	WASBO FOUNDATION	10410	2/17/2017	570
218693	WAUSAU & MARA CTY PARKS	January Ice Time	2/17/2017	4,480.42
218694	WAUSAU SHARPENING SRVS LLC	950	2/17/2017	50.4
218695	WENGER CORP	719964	2/17/2017	22,631.00
218696	WENZEL, JESSICA	02.14.17	2/17/2017	50
218697	WNA	3911	2/17/2017	315
218698	WI HIGH SCHOOL ALPINE CHAMPIONSHIPS	State Ski Entry Fee	2/17/2017	660
218699	MADISON NATL LIFE INS CO	42795	2/17/2017	11,055.11
218700	BADGER STATE BUS LINES LLC	1348	2/24/2017	732
218701	MATHEMATICAL PROBLEM SOLVING CONTEST	DCEJHMATH2017	2/24/2017	245
218701	MATHEMATICAL PROBLEM SOLVING CONTEST	DC EMSMATH2017	2/24/2017	49
218702	SECURITY HEALTH PLAN	MAR 2017-HLTH-JE	2/24/2017	833.33
218703	SECURITY HEALTH PLAN	42795	2/24/2017	844,914.76
218704	ARROW AUDIO, INC.	9971	2/24/2017	14,884.87
218705	BIG UNIVERSE, INC.	12680	2/24/2017	1,799.00
218706	BOELTER COMPANIES, THE	95972875	2/24/2017	842.43
218707	BRUNER, DEANNE	17553	2/24/2017	10.65
218708	CENTURY LINK	1400318652	2/24/2017	198.88
218709	COCA COLA REFRESHMENTS, INC	1312017	2/24/2017	1,644.72
218710	DC EVEREST SENIOR HIGH SCHOOL	Sr. High SBAA Refund	2/24/2017	119.03
218711	FEDEX, INC.	5-707-81641	2/24/2017	45.84
218712	GORDON FOOD SERVICE INC	176007779	2/24/2017	43.66
218713	GRUBER, NATE	NG, PR, 2/16	2/24/2017	30
218714	HABECK, MIKE	MH, PR, 2/16	2/24/2017	35
218715	HAYES GRAPHICS LLC	18725	2/24/2017	596.96
218716	HURRELL, ELIZABETH	42736	2/24/2017	52.38
218716	HURRELL, ELIZABETH	JAN2017A	2/24/2017	264.5
218717	HYDRO-JET CLEANING SERVICE	21021	2/24/2017	350
218718	KENITZER, DICK	RK, PR, 2/16	2/24/2017	35
218719	KLAPATAUSKAS, PAUL	PK, PR, 2/16	2/24/2017	35
218720	LAKESHORE LEARNING MAT	1293830217	2/24/2017	387.88
218721	LAMERS BUS LINES, INC.	506126	2/24/2017	279,978.58
218721	LAMERS BUS LINES, INC.	506025	2/24/2017	2,820.00
218721	LAMERS BUS LINES, INC.	500071	2/24/2017	119.58
218721	LAMERS BUS LINES, INC.	505732	2/24/2017	186.34
218722	MACCO'S COMMERCIAL INTERIORS	CG781516	2/24/2017	6,008.00

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218723	MARA CTY PUBLIC HEALTH	17021403	2/24/2017	8
218724	NANOTEK DEVICE REPAIR LLC	274	2/24/2017	290
218724	NANOTEK DEVICE REPAIR LLC	270	2/24/2017	525
218725	NAPA AUTO PARTS, INC.	103-JAN17	2/24/2017	436.84
218726	RE-VI DESIGN LLC	12209	2/24/2017	5,111.00
218726	RE-VI DESIGN LLC	12360	2/24/2017	10,535.00
218726	RE-VI DESIGN LLC	12385	2/24/2017	15,333.00
218726	RE-VI DESIGN LLC	12363	2/24/2017	10,222.00
218727	SCHMITZ, KURT	KS, PR, 2/16	2/24/2017	35
218728	SCHOTT, RIDGLEY	RS, PR, 2/10	2/24/2017	70
218729	SHUPE, JASON	47059	2/24/2017	28
218730	SLEETER, SCOTT	SS, PR, 2/16	2/24/2017	30
218731	SMET, AMY	smet2917	2/24/2017	68
218732	STAPLES ADVANTAGE	3328789838	2/24/2017	135.85
218732	STAPLES ADVANTAGE	3328789816	2/24/2017	11.24
218733	TEACHER DIRECT	P464529400030	2/24/2017	145.8
218734	THE TREE FELLA, CO.	1093	2/24/2017	860
218735	TRAIN 4 YOUR BEST	17007	2/24/2017	227.5
218735	TRAIN 4 YOUR BEST	19006	2/24/2017	100
218735	TRAIN 4 YOUR BEST	18007	2/24/2017	755
218736	TRAVEL CONSULTANTS, INC.	4A2P12	2/24/2017	800
218737	TREU, SCOTT	ST, PR, 2/16	2/24/2017	30
218738	VALLEY AQUATIC SOLUTIONS	62173	2/24/2017	25
218739	VESPER, EMILY	Vesper-Scholars.	2/24/2017	375
218740	VUE, YEE LEE	42776	2/24/2017	307.5
218741	WELLER, BRANDAN	BW, PR, 2/16	2/24/2017	30
218742	WNA	3928	2/24/2017	315
218743	WT.COX INFORMATION SERVICES	3023251	2/24/2017	614.04
218744	YAEGER AUTO SALVAGE INC	300280	2/24/2017	100
218745	WAL MART STORE 2127	WalMart-Student Asst	2/27/2017	300
218746	DC EVEREST SR HIGH	WANT22217	3/3/2017	1,850.00
218747	LAMERS BUS LINES, INC.	506088	3/3/2017	1,006.00
218748	KALAHARI RESORT CONV CTR	R009KS4S632	3/3/2017	338
218749	POSTMASTER WAUSAU/DISTRIBUTION	42767	3/3/2017	171.77
218750	BETHLEHEM COMM-RO.,INC.	BETH-4K-FEB17	3/3/2017	7,310.70
218751	BIO-RAD LABORATORIES, INC	901918454	3/3/2017	727
218752	BOELTER COMPANIES, THE	95979974	3/3/2017	799.22
218752	BOELTER COMPANIES, THE	95979975	3/3/2017	26.23
218752	BOELTER COMPANIES, THE	95986421	3/3/2017	681.62
218753	BUELOW VETTER BUIKEMA OLSON & VLIET, I	477-00099	3/3/2017	1,623.00
218754	CATURA'S MARTIAL ARTS	Caturas 2/14	3/3/2017	1,707.15
218755	CELLCOM - WAUSAU	138748	3/3/2017	598.42
218756	CHRISTIANSO, VICKIE	christianson22417	3/3/2017	1,561.00
218757	ECOLAB, INC.	4744248	3/3/2017	845.43
218758	EPS LITERACY	202501385153	3/3/2017	182.14

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218759	FEDEX, INC.	5-715-88393	3/3/2017	34.68
218760	GANDER MOUNTAIN	126-025-1271	3/3/2017	1,045.75
218761	GOVCONNECTION, INC	54390129	3/3/2017	420.89
218761	GOVCONNECTION, INC	54509212	3/3/2017	631.34
218761	GOVCONNECTION, INC	54405275	3/3/2017	2,037.48
218762	GRAYBAR, INC.	990049434	3/3/2017	4,900.00
218763	HEARTLAND BUSINESS SYSTEMS INC	HSB00537477	3/3/2017	71,631.43
218763	HEARTLAND BUSINESS SYSTEMS INC	RTNHSB00052790	3/3/2017	-162.5
218763	HEARTLAND BUSINESS SYSTEMS INC	RTNHBS00052736	3/3/2017	-4.13
218764	HEID MUSIC COMPANY, INC.	1874567	3/3/2017	17.96
218765	HERTZ FURNITURE	593603	3/3/2017	711.3
218766	HURT, RYAN	RH, PR, 2/16	3/3/2017	50
218767	KHLAP, MELISSA	42767	3/3/2017	20
218768	LAKESHORE LEARNING MAT	1402600217	3/3/2017	163.93
218768	LAKESHORE LEARNING MAT	5355540117	3/3/2017	62.03
218769	LAMERS BUS LINES, INC.	506089	3/3/2017	688.33
218769	LAMERS BUS LINES, INC.	506263	3/3/2017	1,350.00
218770	MALBRIT MECHANICAL INC	176468	3/3/2017	555.25
218770	MALBRIT MECHANICAL INC	6329	3/3/2017	970
218771	NANOTEK DEVICE REPAIR LLC	275	3/3/2017	475
218772	NAT'L CENTER ON SHAKEN BABY SYNDROME	0029461-IN	3/3/2017	49
218773	ORIENTAL TRADING CO INC	682301145-01	3/3/2017	285.78
218774	PHONAK LLC	5155163732	3/3/2017	68.39
218774	PHONAK LLC	5155167896	3/3/2017	68.39
218775	ROMA, BRENDA	roma21017	3/3/2017	30.5
218776	SCHOOL DISTRICT OF RHINELANDER	21008	3/3/2017	1,504.05
218776	SCHOOL DISTRICT OF RHINELANDER	21002	3/3/2017	1,901.55
218776	SCHOOL DISTRICT OF RHINELANDER	21001	3/3/2017	1,440.09
218777	SCHOOL NUTRITION ASSN	139768-2017	3/3/2017	145.5
218778	SCHOOL OUTFITTERS	INV12196977	3/3/2017	655.63
218779	SLIWICKI SMALL ENGINE REPAIR LLC	5923	3/3/2017	11.95
218780	SPINNING WHEELS PUBLISHING; ROBERT KIN	42779	3/3/2017	654
218781	ST JOHN LUTHERAN SCHOOL	STJO-4K-FEB17	3/3/2017	3,874.95
218782	TEACHER DIRECT	1601700050	3/3/2017	52.86
218783	TRAIN 4 YOUR BEST	18008	3/3/2017	755
218783	TRAIN 4 YOUR BEST	19008	3/3/2017	200
218783	TRAIN 4 YOUR BEST	17008	3/3/2017	757.5
218784	TREND ENTERPRISES	2007031 RI	3/3/2017	28.92
218785	WARRIOR MANUFACTURING	1317	3/3/2017	239
218786	WAUSAU REGION CHAMBER OF COMMERCE	118615	3/3/2017	300
218787	WAUSAU SHARPENING SRVS LLC	968	3/3/2017	380.93
218788	WELSH, "BUCK" GLENN F	welsh22817	3/3/2017	157.5
218789	WESTON MUNICIPAL UTILITIES	NOV-FEB2017	3/3/2017	2,238.00
218789	WESTON MUNICIPAL UTILITIES	NOV-FEB 2017	3/3/2017	13,481.85
218790	WOLFGRAM, CURT	42767	3/3/2017	238.68

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218791	WSST C/O KEVIN NIEMI	2534	3/3/2017	175
218791	WSST C/O KEVIN NIEMI	2528	3/3/2017	175
218791	WSST C/O KEVIN NIEMI	2532	3/3/2017	175
218792	YOURMEMBERSHIP.COM, INC.	R26739219	3/3/2017	89
218792	YOURMEMBERSHIP.COM, INC.	R26778535	3/3/2017	217
218793	MARK HARRING STANDING CHAPTER 13 TRU	3/3/2017A	3/3/2017	1,294.62
218794	MESSERLI & KRAMER PA	03/03/2017A	3/3/2017	157.93
218795	UNITED WAY OF MARATHON CNTY	20170303ADUWAY	3/3/2017	819
218796	LAMERS BUS LINES, INC.	503959	3/3/2017	150
218797	SIMONIS, NICK	simonis2917	3/7/2017	215
218798	STREICH EQUIPMENT CO INC	33979	3/7/2017	152
218799	SKILLSUSA	S30085	3/10/2017	60
218799	SKILLSUSA	M240423P	3/10/2017	23
218800	TEUKE, MICHAEL	Teuke-dental reimb	3/10/2017	43.74
218801	WI FCCLA	27002	3/10/2017	80
218802	ALLIANT UTILITIES/WP&L	42767	3/10/2017	865.56
218803	APPLE COMPUTER INC	4429295630	3/10/2017	236.55
218803	APPLE COMPUTER INC	4429319853	3/10/2017	236.55
218803	APPLE COMPUTER INC	4429319850	3/10/2017	236.55
218803	APPLE COMPUTER INC	4429319854	3/10/2017	243.5
218803	APPLE COMPUTER INC	4429295627	3/10/2017	236.55
218803	APPLE COMPUTER INC	4429319852	3/10/2017	236.55
218803	APPLE COMPUTER INC	4429295629	3/10/2017	236.55
218803	APPLE COMPUTER INC	4429319856	3/10/2017	236.55
218803	APPLE COMPUTER INC	4429319851	3/10/2017	243.5
218803	APPLE COMPUTER INC	4429319849	3/10/2017	236.55
218803	APPLE COMPUTER INC	4429319855	3/10/2017	236.55
218803	APPLE COMPUTER INC	4429295628	3/10/2017	236.55
218803	APPLE COMPUTER INC		3/10/2017	0
218804	BOELTER COMPANIES, THE	95994530	3/10/2017	705.09
218805	CARTER, TONIA	carter3417	3/10/2017	109
218806	CATURA'S MARTIAL ARTS	Invoice 2/27/17	3/10/2017	1,187.04
218807	COLLINS, HEATHER	42767	3/10/2017	43.39
218808	DAMROW, RANDY	damrow3317	3/10/2017	53.25
218809	FARRAR, SARA	Farrar-Ipad Fee Ref.	3/10/2017	100
218810	FEDEX, INC.	5-722-73784	3/10/2017	26
218811	GORDON FOOD SERVICE INC	176308675	3/10/2017	31.5
218811	GORDON FOOD SERVICE INC	22817MS	3/10/2017	33,012.10
218811	GORDON FOOD SERVICE INC	22817HS	3/10/2017	15,895.12
218811	GORDON FOOD SERVICE INC	2282017JH	3/10/2017	9,131.51
218812	GRUBER, NATE	NG, PR, 2/21	3/10/2017	60
218813	GUMDROP BOOKS	PINV105275	3/10/2017	2,494.54
218814	HABECK, MIKE	MH, PR, 2/21	3/10/2017	70
218815	HERDRICH, LEAH	Herdrich2417	3/10/2017	306.5
218816	HILMERSHAUSEN, KATHERINE	hilmershausen3317	3/10/2017	45.5

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218817	HURT, RYAN	RH, PR, 2/23	3/10/2017	25
218818	IO EDUCATION, LLC	SI-1285	3/10/2017	225.27
218819	JANKE BOOK STORE	4913	3/10/2017	61.44
218820	KAPLAN EARLY LEARNING CO	4382087	3/10/2017	275.95
218821	KELVIN LP	5497	3/10/2017	303.15
218822	KENITZER, DICK	DK, PR, 2/23	3/10/2017	80
218823	KLAPATAUSKAS, PAUL	PK, PR, 2/21	3/10/2017	130
218824	KLEIBER, TODD	TK, PR, 2/23	3/10/2017	30
218825	KLEMAN, JOANN	42795	3/10/2017	50
218826	KRENZ SNOW MANAGEMENT	15545	3/10/2017	925
218826	KRENZ SNOW MANAGEMENT	15539	3/10/2017	1,257.50
218826	KRENZ SNOW MANAGEMENT	15534	3/10/2017	2,025.00
218826	KRENZ SNOW MANAGEMENT	15538	3/10/2017	4,580.00
218827	KYLES CONSULTING LLC	42767	3/10/2017	1,700.00
218828	LAKESHORE LEARNING MAT	1711640317	3/10/2017	338.53
218828	LAKESHORE LEARNING MAT	1544470217	3/10/2017	193.03
218829	LAMERS BUS LINES, INC.	503934	3/10/2017	99.77
218829	LAMERS BUS LINES, INC.	506574	3/10/2017	103.91
218829	LAMERS BUS LINES, INC.	506575	3/10/2017	86.45
218829	LAMERS BUS LINES, INC.	506700	3/10/2017	51.63
218829	LAMERS BUS LINES, INC.	507073	3/10/2017	39.9
218829	LAMERS BUS LINES, INC.	507072	3/10/2017	111.91
218829	LAMERS BUS LINES, INC.	507074	3/10/2017	144.72
218830	LEPAK, MOLLY	42767	3/10/2017	194.15
218831	MAILFINANCE	N6421166	3/10/2017	411.42
218832	MARA CTY PUBLIC HEALTH	17022808	3/10/2017	8
218833	NANOTEK DEVICE REPAIR LLC	280	3/10/2017	1,120.00
218834	NEXTTIER EDUCATION, INC	DCEHS-201703	3/10/2017	1,041.67
218835	PATTY'S MUSIC	02.10.17	3/10/2017	17.95
218836	PISCA, SARAH	pisca3117	3/10/2017	122.5
218837	PITNEY BOWES, INC.	3302940791	3/10/2017	351.6
218838	PITSCO EDUCATION	672012-1	3/10/2017	48.5
218839	ROBBINS, KYLE	42767	3/10/2017	12.31
218840	ROMA, BRENDA	Roma3717	3/10/2017	73.5
218841	SCHERRER CONSTRUCTION CO. INC.	4115	3/10/2017	40,830.46
218842	SCHMITZ, KURT	KS, PR, 2/21	3/10/2017	70
218843	SCHOOL DUDE, INC.	S-023498	3/10/2017	500
218844	SIGN HERE INTERPRETING LLC	DCE170210	3/10/2017	406.25
218845	SILLAMPA, CHRISSY	sillampa22817	3/10/2017	461.25
218846	SPEAR, SCOTT	SP, PR, 2/23	3/10/2017	30
218847	STERLING WATER INC	342X05733509	3/10/2017	1,000.10
218848	TRAIN 4 YOUR BEST	17009	3/10/2017	314.5
218848	TRAIN 4 YOUR BEST	18009	3/10/2017	755
218849	TREU, SCOTT	ST, PR, 2/21	3/10/2017	60
218850	VAN BERKEL, DESIREE	VanBerkel3117	3/10/2017	149

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218851	WEST MUSIC CO	SI1416615	3/10/2017	128.94
218852	YOUTH ALIVE	202132017	3/10/2017	1,500.00
218853	BOUFFLEUR, SCOTT	42767	3/10/2017	25
218854	KRUG BUS SERVICE, INC.	9575	3/10/2017	1,028.00
218855	KRUG BUS SERVICE, INC.	9714	3/10/2017	409
161701768	AARRESTAD, THEODORE	2.14.17	2/17/2017	50
161701769	ABLE DISTRIBUTING CO INC	S011649401.001	2/17/2017	57.43
161701770	ALPHA BAKING CO., INC.	1312017HS	2/17/2017	728.24
161701770	ALPHA BAKING CO., INC.	1312017JH	2/17/2017	714.78
161701770	ALPHA BAKING CO., INC.	1312017MS	2/17/2017	2,550.32
161701771	AMAZON CAPITAL SERVICES	0S8W-J65S-48T3	2/17/2017	15.25
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-45FF	2/17/2017	48.61
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-4LD2	2/17/2017	58.99
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-474Y	2/17/2017	58.99
161701771	AMAZON CAPITAL SERVICES	0S8W-J65S-454M	2/17/2017	58.99
161701771	AMAZON CAPITAL SERVICES	0G7D-0S5L-4563	2/17/2017	58.99
161701771	AMAZON CAPITAL SERVICES	0K73-MDT0-4Q46	2/17/2017	106
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-55PS	2/17/2017	44.88
161701771	AMAZON CAPITAL SERVICES	0S8W-J65S-4B3J	2/17/2017	51.88
161701771	AMAZON CAPITAL SERVICES	OR63-XGXH-4B8T	2/17/2017	82.82
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-7JS3	2/17/2017	43.54
161701771	AMAZON CAPITAL SERVICES	08TP-8PS5-093S	2/17/2017	-9.99
161701771	AMAZON CAPITAL SERVICES	OR63-XGXH-5R2Q	2/17/2017	74
161701771	AMAZON CAPITAL SERVICES	0G7D-0S5L-5G8L	2/17/2017	33
161701771	AMAZON CAPITAL SERVICES	0K73-MDT0-5L80	2/17/2017	33
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-5PMD	2/17/2017	33
161701771	AMAZON CAPITAL SERVICES	0S8W-J65S-5LYF	2/17/2017	33
161701771	AMAZON CAPITAL SERVICES	OR63-XGXH-4BDK	2/17/2017	66
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-58BG	2/17/2017	13.99
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FCK-589J	2/17/2017	13.99
161701771	AMAZON CAPITAL SERVICES	0K73-MDT0-52Y3	2/17/2017	13.99
161701771	AMAZON CAPITAL SERVICES	OSWB-LV7F-520M	2/17/2017	13.99
161701771	AMAZON CAPITAL SERVICES	0G7D-0S5L-5339	2/17/2017	13.99
161701771	AMAZON CAPITAL SERVICES	0G7D-0S5L-531F	2/17/2017	13.99
161701771	AMAZON CAPITAL SERVICES	OR63-XGXH-5562	2/17/2017	13.99
161701771	AMAZON CAPITAL SERVICES	0S8W-J65S-551R	2/17/2017	13.99
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FLC-5H99	2/17/2017	319.8
161701771	AMAZON CAPITAL SERVICES	0G7D-0S5L-7WBW	2/17/2017	20.8
161701771	AMAZON CAPITAL SERVICES	0G7D-0S5L-8RKG	2/17/2017	16.55
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-743X	2/17/2017	81.98
161701771	AMAZON CAPITAL SERVICES	OR63-XGXH-6JF5	2/17/2017	83.36
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-74RK	2/17/2017	180.6
161701771	AMAZON CAPITAL SERVICES	OSWB-LV7F-6538	2/17/2017	137.4
161701771	AMAZON CAPITAL SERVICES	0K73-MDT0-62QH	2/17/2017	562.95
161701771	AMAZON CAPITAL SERVICES	0G7D-0S5L-4TD1	2/17/2017	119.96

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161701771	AMAZON CAPITAL SERVICES	0R63-XGXH-4V3M	2/17/2017	119.96
161701771	AMAZON CAPITAL SERVICES	0Y2S-6FKC-54H7	2/17/2017	199.92
161701771	AMAZON CAPITAL SERVICES		2/17/2017	0
161701771	AMAZON CAPITAL SERVICES		2/17/2017	0
161701772	AMERICAN WELDING & GAS INC	4579428	2/17/2017	5
161701772	AMERICAN WELDING & GAS INC	4579543	2/17/2017	24.34
161701772	AMERICAN WELDING & GAS INC	4608333	2/17/2017	153.55
161701772	AMERICAN WELDING & GAS INC	4579430	2/17/2017	2.22
161701773	ANDREAS, HEATHER	42736	2/17/2017	252.73
161701774	ARCHIQUETTE, JEANNE	42705	2/17/2017	72.9
161701774	ARCHIQUETTE, JEANNE	42736	2/17/2017	72.22
161701775	ATKINSON, SCOTT	42736	2/17/2017	83.89
161701776	BARTLING, SHARON	DEC2016-JAN2017	2/17/2017	30.17
161701777	BUCHHOLZ, RENEE	buchholz2917	2/17/2017	861.5
161701778	CONSTELLATION ENERGY SERVICES	1720155-01	2/17/2017	31,765.90
161701779	DAHLGREN, JAMES	DEC2016-JAN2017	2/17/2017	155
161701780	DAVIES, ELYSE	42736	2/17/2017	9.63
161701781	DU VAIR, PAULA	JAN/FEB2017	2/17/2017	13.43
161701782	ELLIS, CORINTHIA	42614	2/17/2017	99.22
161701783	ENGEN, TERI	42736	2/17/2017	48.95
161701783	ENGEN, TERI	JAN2017A	2/17/2017	25
161701784	ETCO ELECTRIC SUPPLY INC	3242371	2/17/2017	63.6
161701784	ETCO ELECTRIC SUPPLY INC	3242646	2/17/2017	134.74
161701785	FERGUSON ENTERPRISE INC	3766890	2/17/2017	443.16
161701785	FERGUSON ENTERPRISE INC	3775189	2/17/2017	322.77
161701785	FERGUSON ENTERPRISE INC	3779488	2/17/2017	13
161701785	FERGUSON ENTERPRISE INC	105665	2/17/2017	105.15
161701786	FRANCE PROPANE SERVICE	226600	2/17/2017	558.06
161701787	GEBERT, SAMANTHA	42736	2/17/2017	48.47
161701787	GEBERT, SAMANTHA	42705	2/17/2017	57.08
161701788	GILBERTSON, MOLLIE	JAN2017A	2/17/2017	100
161701789	GULDAN, DONNA	42736	2/17/2017	65.38
161701790	HACKBARTH, LINDA	hackbarth21317	2/17/2017	249.5
161701791	HARTMAN, ALEXIS	AUG2016-JAN2017	2/17/2017	83.79
161701792	HEEREN, CAROL	42736	2/17/2017	103.58
161701792	HEEREN, CAROL	JAN2017A	2/17/2017	58.75
161701793	HEEREN, WILLIAM	42767	2/17/2017	11.37
161701794	HOBART SALES AND SERVICE INC	ZB71236	2/17/2017	184.67
161701795	HOBBS, STEPHANIE	42736	2/17/2017	31.3
161701796	HOENISCH, BENJAMIN	DEC2016B	2/17/2017	25.61
161701797	HOSTVEDT, JAMES	42736	2/17/2017	48.47
161701798	J.W. PEPPER & SON	7812679	2/17/2017	195.99
161701799	JERRYS MUSIC INC	105991	2/17/2017	105
161701799	JERRYS MUSIC INC	106205	2/17/2017	127.5
161701799	JERRYS MUSIC INC	106204	2/17/2017	50

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161701799	JERRYS MUSIC INC	106655	2/17/2017	27
161701799	JERRYS MUSIC INC	106418	2/17/2017	26
161701799	JERRYS MUSIC INC	106454	2/17/2017	94.5
161701800	JOHNSON, ANN	JAN2017A	2/17/2017	130
161701801	JOHNSON CONTROLS INC	1-46714793760	2/17/2017	3,655.30
161701802	JOHNSON, EO, INC.	INV63845	2/17/2017	3,736.46
161701802	JOHNSON, EO, INC.	INV63845-FS	2/17/2017	98.52
161701802	JOHNSON, EO, INC.	EVE63845	2/17/2017	4,397.99
161701802	JOHNSON, EO, INC.	INV63845HAT	2/17/2017	750.1
161701802	JOHNSON, EO, INC.	63845	2/17/2017	4,402.91
161701802	JOHNSON, EO, INC.	INV63845--Cust#10375	2/17/2017	5,416.40
161701803	KONKOL-KINTOP, REBECCA	42736	2/17/2017	20.17
161701803	KONKOL-KINTOP, REBECCA	42767	2/17/2017	107.78
161701804	KWIK TRIP INC	00054784 JAN2017	2/17/2017	1,649.80
161701805	KYES, SARAH	42736	2/17/2017	55.64
161701806	LANCELLE, TARA	3112	2/17/2017	17.47
161701807	LECHNER, MARY	42736	2/17/2017	97.21
161701808	LEHMAN, GINA	42736	2/17/2017	170.31
161701809	LEMANSKI, MELANI	lemanski2917	2/17/2017	20.5
161701810	LIGHTBODY, LLC	lightbody2917	2/17/2017	25
161701811	LUKASKO, TIFFANY	42736	2/17/2017	125.35
161701812	M3 INSURANCE SOLU INC	14979	2/17/2017	35,763.00
161701813	MARSHFIELD BOOK	341708	2/17/2017	250
161701814	MID WISCONSIN BEVERAGE	389864	2/17/2017	154.8
161701814	MID WISCONSIN BEVERAGE	389865	2/17/2017	943.42
161701814	MID WISCONSIN BEVERAGE	389863	2/17/2017	378
161701814	MID WISCONSIN BEVERAGE	390315	2/17/2017	150
161701815	MILLER, NANCY	42705	2/17/2017	113.4
161701815	MILLER, NANCY	42736	2/17/2017	112.35
161701816	MINNESOTA CLAY	98705	2/17/2017	107.97
161701817	NASCO INC - EDUCATION	289386	2/17/2017	297.5
161701818	NIKOLAI, JEAN	nikolai21417	2/17/2017	15.53
161701819	PER MAR SECURITY SERVICES, INC.	1652598	2/17/2017	2,343.30
161701819	PER MAR SECURITY SERVICES, INC.	1652647	2/17/2017	256.05
161701820	POPHAL, STEVEN	42736	2/17/2017	39.59
161701821	PRAHL, TINA	42736	2/17/2017	177.09
161701822	RANNO, JAIME	42736	2/17/2017	57.14
161701823	REINHART FOODS INC	984987	2/17/2017	568.23
161701823	REINHART FOODS INC	978347	2/17/2017	1,243.41
161701823	REINHART FOODS INC	979747	2/17/2017	56.49
161701823	REINHART FOODS INC	987221	2/17/2017	878.5
161701824	RICE, JULIE	42736	2/17/2017	45.37
161701825	ROCHESTER, TIMOTHY	42736	2/17/2017	58.42
161701826	RON CHRISTIANSEN TRUCKING INC.	PAY REQ. #2	2/17/2017	5,328.00
161701826	RON CHRISTIANSEN TRUCKING INC.	42736	2/17/2017	8,724.00

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161701827	SCHUELLER, DAWNEEN	42736	2/17/2017	104.86
161701828	SEELEY, CAITLIN	AUG-OCT2016	2/17/2017	96.97
161701829	SELLE, SUZANNE	42736	2/17/2017	28.3
161701830	SHAR PRODUCTS CO	P160139600023	2/17/2017	182.4
161701831	STOSKOPF, JACK	42736	2/17/2017	11.24
161701832	STUDER EDUCATION	83984	2/17/2017	7,000.00
161701833	UMLAUF, BETH	42736	2/17/2017	98.17
161701834	VAN ALSTINE, AMY	42736	2/17/2017	73.97
161701835	VANSLYKE, DANIEL	42736	2/17/2017	41.94
161701836	WEBB, HERSHEL	42736	2/17/2017	137.44
161701837	WEBKO EMBROIDERY & SCREEN PRINTING, II	191294	2/17/2017	1,358.80
161701838	WENNING GRINDING SUPPLY INC., J	93184	2/17/2017	46
161701839	WIERNIK, ANN	JAN/FEB2017	2/17/2017	99.74
161701840	WSMA	124353	2/17/2017	24.75
161701840	WSMA	124018	2/17/2017	275.5
161701841	YANG, MAI LEE	JAN/FEB2017	2/17/2017	17.28
161701842	YANG, YAOU	42736	2/17/2017	57.46
161701843	ABLE DISTRIBUTING CO INC	SO11658891.001	2/24/2017	169.4
161701843	ABLE DISTRIBUTING CO INC	SO11664049.001	2/24/2017	169.89
161701843	ABLE DISTRIBUTING CO INC	SO11660834.001	2/24/2017	201.64
161701843	ABLE DISTRIBUTING CO INC	S011667894.001	2/24/2017	27.22
161701844	AMAZON CAPITAL SERVICES	0Y2S-6FKC-8JDV	2/24/2017	830.88
161701844	AMAZON CAPITAL SERVICES	0SWB-LV7F-51HM	2/24/2017	229.97
161701844	AMAZON CAPITAL SERVICES	0NN3-WP15-08GW	2/24/2017	49
161701844	AMAZON CAPITAL SERVICES	08TP-8PS5-16X4	2/24/2017	459.7
161701844	AMAZON CAPITAL SERVICES	0M9M-SV2R-2F05	2/24/2017	43.26
161701844	AMAZON CAPITAL SERVICES	0Y2S-6FKC-16RW	2/24/2017	313.3
161701844	AMAZON CAPITAL SERVICES	08TP-8PS5-7WB8	2/24/2017	261.26
161701844	AMAZON CAPITAL SERVICES	0CY1-98CR-DBNR	2/24/2017	80.98
161701844	AMAZON CAPITAL SERVICES	08TP-8PS5-6PLY	2/24/2017	34.73
161701845	CENTRAL BURNER AND BOILER INC	54436	2/24/2017	2,052.00
161701845	CENTRAL BURNER AND BOILER INC	54437	2/24/2017	1,198.90
161701846	D & L SIGNS INC	10104	2/24/2017	34.25
161701846	D & L SIGNS INC	10113	2/24/2017	94
161701847	DAVIES, THOMAS	42767	2/24/2017	241.97
161701848	DEMCO INC	6068835	2/24/2017	133.94
161701848	DEMCO INC	6031373	2/24/2017	48.87
161701849	DENNIS, KATHLEEN	42767	2/24/2017	66.54
161701850	FERGUSON ENTERPRISE INC	3782249	2/24/2017	164.76
161701850	FERGUSON ENTERPRISE INC	3785207	2/24/2017	34.81
161701850	FERGUSON ENTERPRISE INC	CM391362	2/24/2017	-79.19
161701851	FOLLETT SCHOOL SOLUTIONS, INC	553519f-3	2/24/2017	81.81
161701851	FOLLETT SCHOOL SOLUTIONS, INC	553519-4	2/24/2017	1,222.47
161701852	FOX, GRETCHEN	42736	2/24/2017	109.3
161701852	FOX, GRETCHEN	42767	2/24/2017	87.01

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161701852	FOX, GRETCHEN	FEB2017A	2/24/2017	87.09
161701853	FRITSCHKE, ASHLEY	42767	2/24/2017	86.43
161701854	GRESSER, PAMELA	1391-2075	2/24/2017	248.76
161701854	GRESSER, PAMELA	21212	2/24/2017	278.48
161701855	HAHN, NATHAN	42767	2/24/2017	2.68
161701856	HARVANEK, ANGELA	5668147	2/24/2017	109.95
161701857	HORAK REFRIGERATION INC	34516	2/24/2017	262.23
161701858	HUDDLESTON, DUDLEY	JAN/FEB2017	2/24/2017	34.94
161701859	JASURDA, THOMAS	TJ, PR, 2/16	2/24/2017	35
161701860	JOHNSON, EO, INC.	INV63845RIV	2/24/2017	4,127.16
161701861	MACIAZ, SARAH	112-6509245-1877069	2/24/2017	48.17
161701861	MACIAZ, SARAH	607208	2/24/2017	20.54
161701862	MID WISCONSIN BEVERAGE	391674	2/24/2017	355.6
161701863	NORTHCENTRAL TECH COLLEGE	200122985K.PHELPS	2/24/2017	340.7
161701864	NORTHERN LAKE SVC INC	309903	2/24/2017	16
161701865	NORTHWAY COMMUNICATIONS INC	103661	2/24/2017	63
161701866	OFFICE ENTERPRISES INC	395307	2/24/2017	20,889.97
161701867	OVERGAARD, JACK	JO, PR, 2/16	2/24/2017	70
161701868	PER MAR SECURITY SERVICES, INC.	1626576(2)	2/24/2017	300
161701869	PIONEER VALLEY EDUCATIONAL	103472	2/24/2017	178.2
161701870	PRO ED	2617328	2/24/2017	912.84
161701871	RAINVILLE, SUSAN	JAN/FEB2017	2/24/2017	29.62
161701872	REALLY GOOD STUFF, INC.	5886778	2/24/2017	123.19
161701873	REINHART FOODS INC	107379	2/24/2017	184.32
161701874	RETTINGER, FERLYN	rettinger11617	2/24/2017	31
161701875	RHEINSCHMIDT, AMY	42767	2/24/2017	25
161701876	ROSEWICZ, JANE	42767	2/24/2017	304.58
161701877	ROTO-GRAPHIC PRINTING INC	363	2/24/2017	555
161701878	SCHMITZ, APRIL	113-8871930-7433026	2/24/2017	103.85
161701879	SCHNECK, TRINA	42736	2/24/2017	29.69
161701880	SCHOOL SPECIALTY	208117819749	2/24/2017	364.74
161701881	SCHWAN, ANNE	42767	2/24/2017	74.47
161701882	STARKEY LABS INC	51331541	2/24/2017	84.99
161701883	STRICK, ANGELA	42736	2/24/2017	55.64
161701884	SUN PRINTING INC	86404	2/24/2017	266
161701885	THOMPSON, KELLY	42767	2/24/2017	196.88
161701886	USIC LOCATING SERVICES INC	219615	2/24/2017	95.02
161701887	WEBKO EMBROIDERY & SCREEN PRINTING, II	191300	2/24/2017	546
161701887	WEBKO EMBROIDERY & SCREEN PRINTING, II	191299	2/24/2017	534
161701888	WELLER, JULIE	42767	2/24/2017	208.92
161701889	WENNING GRINDING SUPPLY INC., J	93228	2/24/2017	46
161701890	WOCHINSKI, KATHRYN	42767	2/24/2017	125.16
161701891	ABLE DISTRIBUTING CO INC	SO11675075.001	3/3/2017	117.97
161701892	AMAZON CAPITAL SERVICES	0M9M-SV2R-CT7P	3/3/2017	259.2
161701892	AMAZON CAPITAL SERVICES	0M9M-SV2R-D3GW	3/3/2017	198

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161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-D5W9	3/3/2017	198
161701892	AMAZON CAPITAL SERVICES	0KYB-VTDX-F967	3/3/2017	25.98
161701892	AMAZON CAPITAL SERVICES	0KYB-VTDX-DXNP	3/3/2017	51.96
161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-CRJH	3/3/2017	139.96
161701892	AMAZON CAPITAL SERVICES	0LDL-W1P6-D88W	3/3/2017	15.99
161701892	AMAZON CAPITAL SERVICES	0LDL-W1P6-D32G	3/3/2017	38.12
161701892	AMAZON CAPITAL SERVICES	08TP-8PS5-CR5G	3/3/2017	63.96
161701892	AMAZON CAPITAL SERVICES	08TP-8PS5-8M7N	3/3/2017	758.16
161701892	AMAZON CAPITAL SERVICES	0CY1-98CR-DDTC	3/3/2017	155.11
161701892	AMAZON CAPITAL SERVICES	0M9M-SV2R-BY7M	3/3/2017	37.18
161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-DCT7	3/3/2017	39.99
161701892	AMAZON CAPITAL SERVICES	09P8-D60F-1CDB	3/3/2017	119
161701892	AMAZON CAPITAL SERVICES	05QW-MFG0-08TS	3/3/2017	119
161701892	AMAZON CAPITAL SERVICES	0Q7V-GKC8-0516	3/3/2017	119
161701892	AMAZON CAPITAL SERVICES	0GB5-TXPJ-01QK	3/3/2017	119
161701892	AMAZON CAPITAL SERVICES	08TP-8PS5-CQ5H	3/3/2017	104.1
161701892	AMAZON CAPITAL SERVICES	041N-D6GB-102N	3/3/2017	110.97
161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-F6TB	3/3/2017	38.97
161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-F2RL	3/3/2017	153.68
161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-F2J2	3/3/2017	38.42
161701892	AMAZON CAPITAL SERVICES	08TP-8PS5-D4GF	3/3/2017	32.67
161701892	AMAZON CAPITAL SERVICES	08TP-8PS5-D443	3/3/2017	65.34
161701892	AMAZON CAPITAL SERVICES	08TP-8PS5-D8QQ	3/3/2017	65.34
161701892	AMAZON CAPITAL SERVICES	0LDL-W1P6-DCH6	3/3/2017	65.34
161701892	AMAZON CAPITAL SERVICES	0M9M-SV2R-CRK2	3/3/2017	32.67
161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-CJQB	3/3/2017	252
161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-CVSV	3/3/2017	1,073.16
161701892	AMAZON CAPITAL SERVICES	0GB5-TXPJ-01PM	3/3/2017	229.97
161701892	AMAZON CAPITAL SERVICES	0Q7V-GKC8-02K6	3/3/2017	229.97
161701892	AMAZON CAPITAL SERVICES	0Q7V-GKC8-02PX	3/3/2017	229.97
161701892	AMAZON CAPITAL SERVICES	05QW-MFG0-0269	3/3/2017	229.97
161701892	AMAZON CAPITAL SERVICES	0GB5-TXPJ-0QCM	3/3/2017	281.66
161701892	AMAZON CAPITAL SERVICES	05QW-MFG0-ONG5	3/3/2017	141.7
161701892	AMAZON CAPITAL SERVICES	0TH5-Y88J-OPT8	3/3/2017	141.7
161701892	AMAZON CAPITAL SERVICES	0Q7V-GKC8-0P3J	3/3/2017	141.7
161701892	AMAZON CAPITAL SERVICES	0QDM-7NXR-10QG	3/3/2017	88.26
161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-CVFM	3/3/2017	219.59
161701892	AMAZON CAPITAL SERVICES	0M9M-SV2R-CSTH	3/3/2017	219.59
161701892	AMAZON CAPITAL SERVICES	0QDM-7NXR-08WX	3/3/2017	47.97
161701892	AMAZON CAPITAL SERVICES	02M8-1S30-0LNB	3/3/2017	31.98
161701892	AMAZON CAPITAL SERVICES	08TP-8PS5-B760	3/3/2017	64.99
161701892	AMAZON CAPITAL SERVICES	0M9M-SV2R-F890	3/3/2017	35.29
161701892	AMAZON CAPITAL SERVICES	0CY1-98CR-F64X	3/3/2017	8.51
161701892	AMAZON CAPITAL SERVICES	0LDL-W1P6-F356	3/3/2017	56.61
161701892	AMAZON CAPITAL SERVICES	0GB5-TXPJ-02PL	3/3/2017	35.99

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161701892	AMAZON CAPITAL SERVICES	05QW-MFG0-0MLW	3/3/2017	247.57
161701892	AMAZON CAPITAL SERVICES	0Q7V-GKC8-0P6B	3/3/2017	247.57
161701892	AMAZON CAPITAL SERVICES	05QW-MFG0-0NPN	3/3/2017	247.57
161701892	AMAZON CAPITAL SERVICES	05QW-MFG0-0NRJ	3/3/2017	247.57
161701892	AMAZON CAPITAL SERVICES	0GB5-TXPJ-0Q9R	3/3/2017	247.57
161701892	AMAZON CAPITAL SERVICES	0Q7V-GKC8-0P4G	3/3/2017	247.57
161701892	AMAZON CAPITAL SERVICES	0TH5-Y88J-0PV6	3/3/2017	247.57
161701892	AMAZON CAPITAL SERVICES	0Q7V-GKC8-0P5D	3/3/2017	247.57
161701892	AMAZON CAPITAL SERVICES	0PX3-S245-1C2L	3/3/2017	247.57
161701892	AMAZON CAPITAL SERVICES	02M8-1S30-7S01	3/3/2017	139.99
161701892	AMAZON CAPITAL SERVICES	0TH5-Y88J-0SPF	3/3/2017	57.4
161701892	AMAZON CAPITAL SERVICES	05QW-MFG0-03KH	3/3/2017	14.98
161701892	AMAZON CAPITAL SERVICES	0KYB-VTDX-FDQ1	3/3/2017	23.98
161701892	AMAZON CAPITAL SERVICES	0NN3-WP15-8BSL	3/3/2017	29.66
161701892	AMAZON CAPITAL SERVICES	041N-D6GB-8R81	3/3/2017	31.64
161701892	AMAZON CAPITAL SERVICES		3/3/2017	0
161701892	AMAZON CAPITAL SERVICES		3/3/2017	0
161701892	AMAZON CAPITAL SERVICES		3/3/2017	0
161701892	AMAZON CAPITAL SERVICES		3/3/2017	0
161701893	ANDERSON, NICOLE	42767	3/3/2017	224.7
161701894	APFELBECK (ROBERT) TRUCKING	2102017	3/3/2017	150
161701895	ASPIRUS YMCA CHILD DEV CTR	YMCA-4K-FEB17	3/3/2017	25,316.34
161701896	ASSOCIATED TRUST COMPANY	4741	3/3/2017	363
161701896	ASSOCIATED TRUST COMPANY	4742	3/3/2017	363
161701896	ASSOCIATED TRUST COMPANY	4743	3/3/2017	363
161701897	AURICO	AUR1011430	3/3/2017	765.2
161701898	BAHR, MICHELLE	42767	3/3/2017	222.11
161701899	BELOTT, JEFFREY	42767	3/3/2017	207.53
161701900	BRANDT, JEREMY	42767	3/3/2017	135.25
161701901	BUNNELL, DANIELLE	42767	3/3/2017	20.87
161701901	BUNNELL, DANIELLE	42736	3/3/2017	8.03
161701902	CHAPMAN, DEBORAH	42767	3/3/2017	158
161701903	D & L SIGNS INC	10118	3/3/2017	545
161701904	DAIGLE, STACEY	42767	3/3/2017	63.87
161701904	DAIGLE, STACEY	JAN2017A	3/3/2017	24.19
161701905	DEMCO INC	6076831	3/3/2017	1,095.00
161701906	DICKERSON, LESLEI	42767	3/3/2017	262.45
161701907	ENGEN, TERI	83015	3/3/2017	91.99
161701908	ENVIRONMENTAL MGMT CONSULT INC	5674	3/3/2017	720
161701909	ETCO ELECTRIC SUPPLY INC	3243595	3/3/2017	325.02
161701909	ETCO ELECTRIC SUPPLY INC	3243596	3/3/2017	54.17
161701909	ETCO ELECTRIC SUPPLY INC	3243683	3/3/2017	238.43
161701909	ETCO ELECTRIC SUPPLY INC	3241045	3/3/2017	55.2
161701910	FAMILY SERVICE MADISON, INC.	25	3/3/2017	2,361.12
161701911	FOREMAN, RONALD	42795	3/3/2017	60

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CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
161701912	FORMS SPECIALISTS INC	41411	3/3/2017	168
161701913	FRANCE PROPANE SERVICE	228012	3/3/2017	371.77
161701914	GILMORE, KRISTINE	42767	3/3/2017	48.15
161701914	GILMORE, KRISTINE	FEB2017A	3/3/2017	20
161701915	HEEREN, WILLIAM	FEB2017A	3/3/2017	3.99
161701916	ISLAND BAY PRINTING	4524	3/3/2017	695
161701917	J.W. PEPPER & SON	7819447	3/3/2017	85.99
161701917	J.W. PEPPER & SON	7827059	3/3/2017	75.99
161701917	J.W. PEPPER & SON	7828510	3/3/2017	-3.9
161701918	JOHNSON CONTROLS INC	1-47244874750	3/3/2017	716
161701918	JOHNSON CONTROLS INC	1-47434997049	3/3/2017	588.65
161701919	JOHNSON, EO, INC.	INV78579	3/3/2017	2,449.00
161701920	KEMP, JANE	42767	3/3/2017	174.33
161701921	KEY TO LIFE CHILDCARE CENTER, INC.	KYLF-4K-FEB17	3/3/2017	9,558.21
161701922	KINDER CARE LEARNING CTR, INC.	KIND-4K-FEB17	3/3/2017	7,749.90
161701923	KNAACK, ROBERT	42795	3/3/2017	60
161701924	KOENIG, TAMMY	42736	3/3/2017	2.76
161701925	KONKOL-KINTOP, REBECCA	FEB2017A	3/3/2017	126.26
161701926	LAH INTERPRETING LLC	1 2017	3/3/2017	90
161701927	LEADER PRINTING	17751	3/3/2017	404.59
161701928	LUEDKE, ERNEST	42767	3/3/2017	16.46
161701929	MARA CTY CHILD DEVELOPMENT	MCCDA-4K-FEB17	3/3/2017	3,616.62
161701930	MARSHFIELD BOOK	341779	3/3/2017	354
161701931	MC MILLAN-HEHIR, HEATHER	42767	3/3/2017	59.97
161701932	MCFARLANE, JASON	42767	3/3/2017	133.75
161701933	MEP SOLUTIONS, LLC	16-285MP	3/3/2017	760
161701934	MID WISCONSIN BEVERAGE	393430	3/3/2017	699.5
161701935	MIDLAND PAPER COMPANY, INC.	IN00569984	3/3/2017	1,566.23
161701936	MMG EMPLOYER SOLUTIONS, INC.	122975	3/3/2017	1,156.00
161701936	MMG EMPLOYER SOLUTIONS, INC.	122416	3/3/2017	108
161701937	MOUNT OLIVE 4K PROGRAM	MTOL-4K-FEB17	3/3/2017	12,399.84
161701938	NATL ELEVATOR INSPECTION SVC, INC.	263546	3/3/2017	288
161701939	NATZKE, ANDREW	42736	3/3/2017	18.19
161701940	NEWMAN CATHOLIC-ST MARK	STMA-4K-FEB17	3/3/2017	9,041.55
161701941	NEWMAN CATHOLIC-ST THERESE	STTH-4K-FEB17	3/3/2017	8,008.23
161701942	NIKOLAI, JEAN	203108	3/3/2017	15.58
161701943	NORTHCENTRAL TECH COLLEGE	SPRING2017	3/3/2017	1,740.78
161701944	OASYS LLC - MARTIN R. SUCHORSKI	1614	3/3/2017	275
161701945	OFFICE ENTERPRISES INC	395603	3/3/2017	58
161701946	OLSON, JULIE	42767	3/3/2017	241.92
161701947	OVER THE TOP ROOFING REPAIR & MNT.	168	3/3/2017	196.16
161701947	OVER THE TOP ROOFING REPAIR & MNT.	169	3/3/2017	1,786.11
161701947	OVER THE TOP ROOFING REPAIR & MNT.	172	3/3/2017	1,342.07
161701948	PAVLOVICH, JENNIFER	JAN/FEB2017	3/3/2017	44.67
161701949	PEDERSON, TERESA	42767	3/3/2017	160.69

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161701950	PER MAR SECURITY SERVICES, INC.	1654679	3/3/2017	107
161701951	PHALEN, PATRICK	42767	3/3/2017	76.7
161701952	PIONEER VALLEY EDUCATIONAL	103471	3/3/2017	203.5
161701953	REINHART FOODS INC	107208	3/3/2017	518.25
161701954	RENNIE, DALLAS	42767	3/3/2017	48.71
161701955	RHODES, NANCY	5964	3/3/2017	98.62
161701956	RIB MOUNTAIN GLASS INC	54357	3/3/2017	95.63
161701957	ROTO-GRAPHIC PRINTING INC	317	3/3/2017	171
161701958	SCHOOL SPECIALTY	308102687875	3/3/2017	1,893.57
161701958	SCHOOL SPECIALTY	208117857719	3/3/2017	34.8
161701958	SCHOOL SPECIALTY	308102684037	3/3/2017	205.35
161701958	SCHOOL SPECIALTY	208117742855	3/3/2017	437.37
161701959	SIGN LANGUAGE GROUP INC, THE	170278	3/3/2017	455.2
161701960	STARKEY LABS INC	51409468	3/3/2017	84.99
161701961	STORTECKY, LISA	85140	3/3/2017	63.33
161701962	TEAM SPORTING GOODS INC	AAH073096	3/3/2017	109
161701963	TIERNEY BROTHERS, INC.	736796	3/3/2017	25.81
161701964	TRETTER, TODD	42767	3/3/2017	69.87
161701965	WASB-WI ASSN OF SCHL BOARDS	42534	3/3/2017	65
161701966	WAUSAU CHILD CARE-CEDAR CR,INC.	WACC-4K-FEB17	3/3/2017	6,716.45
161701967	WAUSAU SCHOOL DISTRICT	42767	3/3/2017	11,206.80
161701968	WEBKO EMBROIDERY & SCREEN PRINTING, II	191433	3/3/2017	118.75
161701969	WENDORF, MICHAEL	42736	3/3/2017	34.93
161701970	WSMA	02.17.17	3/3/2017	21.25
161701971	ABLE DISTRIBUTING CO INC	1252017	3/10/2017	162.06
161701972	ALPHA BAKING CO., INC.	22817MS	3/10/2017	1,788.84
161701973	AMAZON CAPITAL SERVICES	0YLN-6GY4-3GQ0	3/10/2017	139.99
161701973	AMAZON CAPITAL SERVICES	0TH5-Y88J-OSNH	3/10/2017	57.4
161701973	AMAZON CAPITAL SERVICES	02M8-1S30-087K	3/10/2017	14.98
161701973	AMAZON CAPITAL SERVICES	02TD-Y89N-0B00	3/10/2017	35.99
161701973	AMAZON CAPITAL SERVICES	0CY1-98CR-FCD7	3/10/2017	100.99
161701973	AMAZON CAPITAL SERVICES	041N-D6GN-C1RJ	3/10/2017	129.96
161701973	AMAZON CAPITAL SERVICES	0Q2C-5YTS-87CG	3/10/2017	155.94
161701973	AMAZON CAPITAL SERVICES	0NN3-WP15-F2NS	3/10/2017	90.08
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-CM2C	3/10/2017	61.14
161701973	AMAZON CAPITAL SERVICES	02M8-1S30-CQJQ	3/10/2017	61.14
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-KTJR	3/10/2017	-15.99
161701973	AMAZON CAPITAL SERVICES	02M8-1S30-L2C8	3/10/2017	-21.99
161701973	AMAZON CAPITAL SERVICES	02TD-Y89N-KPFL	3/10/2017	-15.99
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-KTKP	3/10/2017	-23.24
161701973	AMAZON CAPITAL SERVICES	0Q2C-5YTS-KXW1	3/10/2017	-23.23
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-N7WF	3/10/2017	-15.99
161701973	AMAZON CAPITAL SERVICES	02TD-Y89N-N255	3/10/2017	-15.99
161701973	AMAZON CAPITAL SERVICES	0QDM-7NXR-70Q9	3/10/2017	-21.99
161701973	AMAZON CAPITAL SERVICES	02M8-1S30-08V8	3/10/2017	173.92

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161701973	AMAZON CAPITAL SERVICES	02m8-1s30-21qm	3/10/2017	239.98
161701973	AMAZON CAPITAL SERVICES	0YLN-6GY4-7L4T	3/10/2017	122.62
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-37P0	3/10/2017	251.4
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-CBYT	3/10/2017	94.99
161701973	AMAZON CAPITAL SERVICES	0QDM-7NXR-8RXT	3/10/2017	347.92
161701973	AMAZON CAPITAL SERVICES	0Q2C-5YTS-C59G	3/10/2017	200.35
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-CL2D	3/10/2017	194.4
161701973	AMAZON CAPITAL SERVICES	0QDM-7NXR-8NGW	3/10/2017	139.9
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-CV8Q	3/10/2017	100.56
161701973	AMAZON CAPITAL SERVICES	02TD-Y89N-CRHS	3/10/2017	100.56
161701973	AMAZON CAPITAL SERVICES	0Q2C-5YTS-C73S	3/10/2017	232.99
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-CC5F	3/10/2017	232.99
161701973	AMAZON CAPITAL SERVICES	0Q2C-5YTS-CKN9	3/10/2017	171.96
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-D25N	3/10/2017	297.36
161701973	AMAZON CAPITAL SERVICES	0YLN-6GY4-8KKW	3/10/2017	241.02
161701973	AMAZON CAPITAL SERVICES	0YLN-6GY4-8KLT	3/10/2017	241.02
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-93PQ	3/10/2017	145.19
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-93QN	3/10/2017	145.19
161701973	AMAZON CAPITAL SERVICES	02M8-1S30-CYQ3	3/10/2017	100.56
161701973	AMAZON CAPITAL SERVICES	02M8-1S30-CYR1	3/10/2017	100.56
161701973	AMAZON CAPITAL SERVICES	0QDM-7NXR-CSXL	3/10/2017	100.56
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-8W45	3/10/2017	73.46
161701973	AMAZON CAPITAL SERVICES	0QDM-7NXR-2X4P	3/10/2017	628.6
161701973	AMAZON CAPITAL SERVICES	0YLN-6GY4-1FN9	3/10/2017	187.39
161701973	AMAZON CAPITAL SERVICES	0M9M-SV2R-F174K	3/10/2017	229.97
161701973	AMAZON CAPITAL SERVICES	0NN3-WP15-F2VD	3/10/2017	229.97
161701973	AMAZON CAPITAL SERVICES	0QDM-7NXR-R4K5	3/10/2017	-45.23
161701973	AMAZON CAPITAL SERVICES	0CY1-98CR-D905	3/10/2017	76.7
161701973	AMAZON CAPITAL SERVICES	0CY1-98CR-D4J7	3/10/2017	59.6
161701973	AMAZON CAPITAL SERVICES	0KYB-VTDX-CW5T	3/10/2017	197.55
161701973	AMAZON CAPITAL SERVICES	0QDM-7NXR-CVK8	3/10/2017	39.95
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-OHSQ	3/10/2017	65.91
161701973	AMAZON CAPITAL SERVICES	0YLN-6GY4-CK1S	3/10/2017	132.3
161701973	AMAZON CAPITAL SERVICES	09P8-D60F-1P88	3/10/2017	214.71
161701973	AMAZON CAPITAL SERVICES	0TH5-Y881-18RR	3/10/2017	239.85
161701973	AMAZON CAPITAL SERVICES	0CY1-98CR-8KWB	3/10/2017	44.7
161701973	AMAZON CAPITAL SERVICES	0LDL-W1P6-8KK7	3/10/2017	59.6
161701973	AMAZON CAPITAL SERVICES	08TP-8PS5-DVGP	3/10/2017	47.97
161701973	AMAZON CAPITAL SERVICES	0LDL-W1P6-F59X	3/10/2017	54.51
161701973	AMAZON CAPITAL SERVICES	0Q7V-GKC8-1CLR	3/10/2017	31.98
161701973	AMAZON CAPITAL SERVICES	02td-y89n-n2c5	3/10/2017	138.48
161701973	AMAZON CAPITAL SERVICES	0KYB-VTDX-F4MH	3/10/2017	408.3
161701973	AMAZON CAPITAL SERVICES	0CY1-98CR-CX82	3/10/2017	369.36
161701973	AMAZON CAPITAL SERVICES	0KYB-VTDX-CR17	3/10/2017	116.58
161701973	AMAZON CAPITAL SERVICES	0LDL-W1P6-F50G	3/10/2017	58.29

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161701973	AMAZON CAPITAL SERVICES	08TP-8PS5-CVMD	3/10/2017	58.29
161701973	AMAZON CAPITAL SERVICES	041N-D6GB-3W1P	3/10/2017	50.27
161701973	AMAZON CAPITAL SERVICES	0CY1-98CR-D67S	3/10/2017	43.98
161701973	AMAZON CAPITAL SERVICES	0LDL-W1P6-D5SW	3/10/2017	43.98
161701973	AMAZON CAPITAL SERVICES	0M9M-SV2R-D20V	3/10/2017	43.98
161701973	AMAZON CAPITAL SERVICES	0CY1-98CR-D5DH	3/10/2017	43.98
161701973	AMAZON CAPITAL SERVICES	0GB5-TXPJ-00SG	3/10/2017	43.98
161701973	AMAZON CAPITAL SERVICES	0Q2C-5YTS-6TWW	3/10/2017	1,197.30
161701973	AMAZON CAPITAL SERVICES	02M8-1S30-8NTD	3/10/2017	376.8
161701973	AMAZON CAPITAL SERVICES	0Q2C-5YTS-HFGK	3/10/2017	299.97
161701973	AMAZON CAPITAL SERVICES	0YLN-6GY4-H9PD	3/10/2017	118.25
161701973	AMAZON CAPITAL SERVICES		3/10/2017	0
161701973	AMAZON CAPITAL SERVICES		3/10/2017	0
161701973	AMAZON CAPITAL SERVICES		3/10/2017	0
161701973	AMAZON CAPITAL SERVICES		3/10/2017	0
161701973	AMAZON CAPITAL SERVICES		3/10/2017	0
161701974	AMERICAN WELDING & GAS INC	4641731	3/10/2017	14.84
161701974	AMERICAN WELDING & GAS INC	4642209	3/10/2017	65.14
161701974	AMERICAN WELDING & GAS INC	4627908	3/10/2017	246.25
161701975	ARAMARK UNIFORM SERVICES, INC	FEB17 FOOD	3/10/2017	657.1
161701975	ARAMARK UNIFORM SERVICES, INC	42767	3/10/2017	2,514.68
161701976	ATKINSON, SCOTT	42767	3/10/2017	62.92
161701977	AURICO	AUR1014533	3/10/2017	457.5
161701978	BAIER, TERESE	42767	3/10/2017	256.27
161701979	BARTLING, SHARON	42767	3/10/2017	14.98
161701980	BASSETT MECHANICAL, INC.	6028980C	3/10/2017	722
161701981	BATES, CRISTIE	42767	3/10/2017	14.98
161701982	BAUDHUIN, LATICIA	42767	3/10/2017	53.34
161701983	BLAKE, KARRIE	42767	3/10/2017	61
161701984	BUNNELL, DANIELLE	FEB2017A	3/10/2017	8.03
161701984	BUNNELL, DANIELLE	42795	3/10/2017	8.03
161701985	CARTLEDGE, WENDY	42767	3/10/2017	430.4
161701986	DAIGLE, STACEY	FEB2017A	3/10/2017	58.37
161701987	DEAF HH EDUCATIONAL CONSULTING	1013	3/10/2017	937.5
161701988	DEGNER, GLORIA	42767	3/10/2017	46.55
161701989	DERCKS, ALYSSA	42767	3/10/2017	9.1
161701990	ENGEN, TERI	42767	3/10/2017	54.25
161701990	ENGEN, TERI	FEB2017A	3/10/2017	212.26
161701991	ETCO ELECTRIC SUPPLY INC	3243964	3/10/2017	8.64
161701992	FOLLETT SCHOOL SOLUTIONS, INC	552862F-2	3/10/2017	389.2
161701992	FOLLETT SCHOOL SOLUTIONS, INC	552862-3	3/10/2017	1,182.61
161701993	FUN AND FUNCTION LLC	219557	3/10/2017	169.44
161701993	FUN AND FUNCTION LLC	222463	3/10/2017	204.5
161701994	GADKE, GARY	42767	3/10/2017	3.21
161701995	GILBERTSON, MOLLIE	42767	3/10/2017	55

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161701996	GINGERROOT LLC	1703	3/10/2017	3,750.00
161701997	GOETSCH, DIANE	42767	3/10/2017	10.47
161701998	GRAFF, CHRISTOPHER	42767	3/10/2017	3.74
161701999	GULDAN, DONNA	42767	3/10/2017	274.85
161701999	GULDAN, DONNA	FEB2017A	3/10/2017	70.41
161702000	HACKBARTH, LINDA	hackbarth3117	3/10/2017	175
161702001	HEINEMANN PUBL, GREENWOOD	6736601	3/10/2017	736.32
161702001	HEINEMANN PUBL, GREENWOOD	6740528	3/10/2017	266.75
161702002	HOBART SALES AND SERVICE INC	ZB71507	3/10/2017	220.62
161702002	HOBART SALES AND SERVICE INC	ZB71260	3/10/2017	403.88
161702003	JASURDA, THOMAS	TJ, PR, 2/16, #2	3/10/2017	20
161702004	JEHN, KALLY	42767	3/10/2017	62.92
161702004	JEHN, KALLY	FEB2017A	3/10/2017	112.13
161702004	JEHN, KALLY	FEB2017B	3/10/2017	133.11
161702005	LAWRENCE, BARBARA	42767	3/10/2017	166.71
161702006	LECHNER, MARY	42767	3/10/2017	78.32
161702007	LEMANSKI, MELANI	lemanski3317	3/10/2017	136
161702008	M3 INSURANCE SOLU INC	14981	3/10/2017	35,756.00
161702009	MID WISCONSIN BEVERAGE	2282017	3/10/2017	267.16
161702010	MMG EMPLOYER SOLUTIONS, INC.	123758	3/10/2017	1,305.00
161702011	NELSON, AARON	FEB/MAR2017	3/10/2017	48.58
161702012	NIKOLAI, JEAN	21452474	3/10/2017	10
161702013	OOSTERHUIS, JENNY	42767	3/10/2017	261.51
161702014	OVERGAARD, JACK	JO, PR, 2/21	3/10/2017	70
161702015	PARKIN, KELSEY	42767	3/10/2017	32.53
161702016	POPHAL, STEVEN	42767	3/10/2017	83.19
161702017	PRAHL, TINA	42767	3/10/2017	200.04
161702018	REALLY GOOD STUFF, INC.	5892570	3/10/2017	34.65
161702018	REALLY GOOD STUFF, INC.	5896796	3/10/2017	107.92
161702018	REALLY GOOD STUFF, INC.	5889389	3/10/2017	797.89
161702019	REINHART FOODS INC	112407	3/10/2017	478.4
161702020	REISER, ALLISON	reiser3217	3/10/2017	368.5
161702021	ROCHESTER, TIMOTHY	42767	3/10/2017	58.42
161702022	SARGENT, JESSICA	29372172	3/10/2017	34.44
161702023	SCHILLING, BRYAN	42767	3/10/2017	55.64
161702024	SCHOMMER, MARK	42767	3/10/2017	101.12
161702025	SCHOOL SPECIALTY	308102689484	3/10/2017	424.09
161702025	SCHOOL SPECIALTY	308102689756	3/10/2017	776.21
161702025	SCHOOL SPECIALTY	208117858043	3/10/2017	57.06
161702025	SCHOOL SPECIALTY	208117870799	3/10/2017	84.32
161702025	SCHOOL SPECIALTY	208117811906	3/10/2017	244.12
161702026	SCHUELLER, DAWNEEN	42767	3/10/2017	46.98
161702027	SPIEGEL, TINA	42767	3/10/2017	45.28
161702028	STORTECKY, LISA	109	3/10/2017	272.41
161702029	SUCKOW, ELLEN	42767	3/10/2017	18.94

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161702030	TABOR, PETER	42767	3/10/2017	429.67
161702031	TAYLOR, JULIANN	42767	3/10/2017	259.53
161702032	TEAM SPORTING GOODS INC	AAH072988	3/10/2017	25
161702033	TRIMNER, SARAH	42767	3/10/2017	128.78
161702033	TRIMNER, SARAH	FEB2017A	3/10/2017	105.95
161702034	UMLAUF, BETH	42767	3/10/2017	88.17
161702035	VAN ALSTINE, AMY	42675	3/10/2017	287.3
161702036	WELSH, CHRISTINE	42767	3/10/2017	190.78
161702037	WI PUBLIC SERVICE	1738843527-00000	3/10/2017	66,906.65
161702038	WILKINS, BARBARA	wolkins22817	3/10/2017	75
161702039	YAKLYVICH, KALLI	JAN/FEB2017	3/10/2017	411.42
161702040	ZOESCH, DANIELLE	42767	3/10/2017	164.67
				2,110,281.09

		Beginning	2016-17	2016-17	Ending
		Balance	FYTD Credits	FYTD Debits	Balance
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Func Prj DeptJob				
10 A 000 000 711000 000 000 000	GENERAL FUND/CLAIM ON CASH	-2,651,513.97	88,180,795.76	89,564,985.18	-1,267,324.55
10 A 000 000 711100 000 000 000	GENERAL FUND/PAYROLL CLEARANCE ACCOUNT	0.00	23,302,371.34	23,302,710.63	339.29
10 A 000 000 711105 000 000 000	GENERAL FUND/A/P ACH Cash Account Intercity	0.00	0.00	0.00	0.00
10 A 000 000 711200 000 000 000	GENERAL FUND/PETTY CASH	1,414.44	434.44	0.00	980.00
10 A 000 000 712000 000 000 000	GENERAL FUND/INVESTMENTS	12,529,686.83	73,859,502.37	70,179,868.00	8,850,052.46
10 A 000 000 713100 000 000 000	GENERAL FUND/TAXES RECEIVABLE	7,167,098.70	39,146,217.70	39,508,422.00	7,529,303.00
10 A 000 000 713200 000 000 000	GENERAL FUND/ACCOUNTS RECEIVABLE	11,087.74	11,087.74	0.00	0.00
10 A 000 000 713207 000 000 000	GENERAL FUND/SCOREBOARDS RECEIVABLE	0.00	0.00	0.00	0.00
10 A 000 000 713210 000 000 000	GENERAL FUND/TRACK RENOVATION PROJECT	0.00	0.00	0.00	0.00
10 A 000 000 714100 000 000 000	GENERAL FUND/DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
10 A 000 000 715100 000 000 000	GENERAL FUND/DUE FROM LOCAL GOVERNMENTS	57,896.76	57,896.76	0.00	0.00
10 A 000 000 715500 000 000 000	GENERAL FUND/DUE FROM STATE GOVERNMENT	1,762,045.00	1,762,045.00	0.00	0.00
10 A 000 000 715600 000 000 000	GENERAL FUND/DUE FROM FED GOVERNMENT	174,024.93	174,024.93	0.00	0.00
10 A 000 000 717001 000 000 000	GENERAL FUND/PREPAID EXPENSE - IN TECH	0.00	0.00	0.00	0.00
10 A 000 000 751000 000 000 000	GENERAL FUND/FIXED ASSETS-SITES	0.00	0.00	0.00	0.00
10 A 000 000 753000 000 000 000	GENERAL FUND/FIXED ASSETS-BUILDINGS	0.00	0.00	0.00	0.00
10 A 000 000 754000 000 000 000	GENERAL FUND/FIXED ASSETS-EQUIPMENT	0.00	0.00	0.00	0.00
10 A 000 000 754100 000 000 000	GENERAL FUND/EQUIP MENT ACCUM DEPRECIATION	0.00	0.00	0.00	0.00
10 L 000 000 000000 000 000 000	GENERAL FUND/N/A	0.00	0.00	0.00	0.00
10 L 000 000 811100 000 000 000	GENERAL FUND/TEMPORARY NOTES PAYABLE	-4,490,000.00	4,300,000.00	4,490,000.00	-4,300,000.00
10 L 000 000 811200 000 000 000	GENERAL FUND/ACCOUNTS PAYABLE	-303,785.60	15,365,424.54	15,669,210.14	0.00
10 L 000 000 811555 000 000 000	GENERAL FUND/AP P-CARD	0.00	5,740.78	5,740.78	0.00
10 L 000 000 811558 000 000 000	GENERAL FUND/AP STAPLES	0.00	0.00	0.00	0.00
10 L 000 000 811610 000 000 000	GENERAL FUND/MEDICARE	-44,884.69	767,810.48	812,710.61	15.44
10 L 000 000 811611 000 000 000	GENERAL FUND/FICA	-207,894.58	3,270,310.92	3,478,271.48	65.98
10 L 000 000 811612 000 000 000	GENERAL FUND/FEDERAL INCOME TAX	0.00	2,425,079.83	2,425,104.17	24.34
10 L 000 000 811613 000 000 000	GENERAL FUND/STATE INCOME TAX	-75,990.78	1,166,739.76	1,180,583.58	-62,146.96
10 L 000 000 811620 000 000 000	GENERAL FUND/RETIREMENT DEDUCTION	-613,674.01	3,459,358.80	3,301,505.35	-771,527.46
10 L 000 000 811622 000 000 000	GENERAL FUND/HDHP - 4K / 8K	0.00	0.00	0.00	0.00
10 L 000 000 811624 000 000 000	GENERAL FUND/HDHP-40 EMPLOYEE DEDUCTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811626 000 000 000	GENERAL FUND/HSA - EMPLOYEE DEDUCTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811628 000 000 000	GENERAL FUND/HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811630 000 000 000	GENERAL FUND/DENTAL-PPO CONTRIBUTION	0.00	37,350.30	37,350.30	0.00
10 L 000 000 811631 000 000 000	GENERAL FUND/HEALTH INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10 L 000 000 811632 000 000 000	GENERAL FUND/DENTAL INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10 L 000 000 811633 000 000 000	GENERAL FUND/DISABILITY INS DEDUCTION	-10,133.32	92,782.82	98,549.38	-4,366.76
10 L 000 000 811634 000 000 000	GENERAL FUND/SPOUSE/DEP'DT LIFE INSURANCE	-1,795.76	8,868.69	9,182.04	-1,482.41
10 L 000 000 811635 000 000 000	GENERAL FUND/DEPENDENT CARE - CHPT125	-18,191.62	88,591.10	86,271.86	-20,510.86
10 L 000 000 811636 000 000 000	GENERAL FUND/DENTAL-PPO CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000 811637 000 000 000	GENERAL FUND/HEALTH-CHAPTER 125	0.00	0.00	0.00	0.00

		Beginning		2016-17		2016-17		Ending													
Fd	T	Loc	Obj	Func	Prj	Dept	Job	Fd	T	Loc	Obj	Func	Prj	Dept	Job	Balance	FYTD	Credits	FYTD	Debits	Balance
10	L	000	000	811638	000	000	000	GENERAL FUND/DENTAL-CHAPTER 125								0.00		0.00		0.00	0.00
10	L	000	000	811639	000	000	000	GENERAL FUND/ADDITIONAL LIFE INSURANCE								-11,218.51		57,268.76		59,295.21	-9,192.06
10	L	000	000	811640	000	000	000	GENERAL FUND/UNITED WAY								0.00		13,642.75		13,642.75	0.00
10	L	000	000	811641	000	000	000	GENERAL FUND/OTHER MEDICAL - CHPT 125								0.00		0.00		0.00	0.00
10	L	000	000	811642	000	000	000	GENERAL FUND/EBC - FLEX CLAIMS TAIL								0.00		0.00		0.00	0.00
10	L	000	000	811643	000	000	000	GENERAL FUND/HEALTH INS. - SELF PAY								0.00		211,105.39		93,178.81	-117,926.58
10	L	000	000	811644	000	000	000	GENERAL FUND/DENTAL INS. - SELF PAY								0.00		7,581.42		0.00	-7,581.42
10	L	000	000	811645	000	000	000	GENERAL FUND/LIFE INS - EMPLOYER CONTR								-13,641.72		61,725.14		74,204.41	-1,162.45
10	L	000	000	811647	000	000	000	GENERAL FUND/LIMITED FLEX PLAN-CHAPTER 125								-226.08		9,468.27		7,437.95	-2,256.40
10	L	000	000	811648	000	000	000	GENERAL FUND/SUPPLEMENTAL LIFE INSURANCE								-6,335.50		30,238.22		31,866.20	-4,707.52
10	L	000	000	811650	000	000	000	GENERAL FUND/UNION DUES DEDUCTION								0.00		0.00		0.00	0.00
10	L	000	000	811652	000	000	000	GENERAL FUND/GREENHECK FIELDHOUSE MEMBERSHP								0.00		5,896.45		5,896.45	0.00
10	L	000	000	811665	000	000	000	GENERAL FUND/ROTH 403(b)								0.00		30,512.87		30,512.87	0.00
10	L	000	000	811670	000	000	000	GENERAL FUND/TSA'S								0.00		445,358.12		445,408.12	50.00
10	L	000	000	811673	000	000	000	GENERAL FUND/RETIREE HEALTH								0.00		242,954.62		0.00	-242,954.62
10	L	000	000	811674	000	000	000	GENERAL FUND/RETIREE DENTAL								0.00		6,845.92		0.00	-6,845.92
10	L	000	000	811675	000	000	000	GENERAL FUND/RETIREE LIFE								0.00		5,436.72		0.00	-5,436.72
10	L	000	000	811699	000	000	000	GENERAL FUND/MISCELLANEOUS								0.00		66,932.72		66,932.72	0.00
10	L	000	000	811700	000	000	000	GENERAL FUND/INTEREST PAYABLE								-66,791.50		91,403.70		94,539.44	-63,655.76
10	L	000	000	811810	000	000	000	GENERAL FUND/NET PAYROLL PAYABLE								0.00		0.00		0.00	0.00
10	L	000	000	811815	000	000	000	GENERAL FUND/NET EFT PAYABLE								0.00		39,654,961.58		39,654,961.58	0.00
10	L	000	000	811820	000	000	000	GENERAL FUND/VOUCHERS PAYABLE								-3,321,476.77		229.50		3,321,706.27	0.00
10	L	000	000	812000	000	000	000	GENERAL FUND/DUE TO OTHER FUNDS								-557,571.53		0.00		557,571.53	0.00
10	L	000	000	815100	000	000	000	GENERAL FUND/SELF FUNDED PREMIUM DEPOSITS								0.00		0.00		0.00	0.00
10	L	000	000	815901	000	000	000	GENERAL FUND/OPEB 73								0.00		828,694.24		828,694.24	0.00
10	L	000	000	816000	000	000	000	GENERAL FUND/DEFERRED REVENUES								0.00		0.00		0.00	0.00
10	L	000	000	816200	000	000	000	GENERAL FUND/DEFERRED REVENUE STATE AID								0.00		57,193.70		57,193.70	0.00
10	L	000	000	816910	000	000	000	GENERAL FUND/DEF. REV. - IN TECH								0.00		0.00		0.00	0.00
10	L	000	000	817100	000	000	000	GENERAL FUND/HEALTH-CLAIMS PAYABLE								0.00		0.00		0.00	0.00
10	L	000	000	817101	000	000	000	GENERAL FUND/SECURITY PREMIUM PAYABLE								-811,505.50		6,887,577.26		8,381,552.05	682,469.29
10	L	000	000	817150	000	000	000	GENERAL FUND/HRA PAYABLE								0.00		0.00		0.00	0.00
10	L	000	000	817200	000	000	000	GENERAL FUND/DENTAL-CLAIMS PAYABLE								-156,191.89		648,423.24		655,462.10	-149,153.03
10	L	000	000	819107	000	000	000	GENERAL FUND/CONF ROOM A - ED IMPROVEMENT								0.00		0.00		0.00	0.00
10	L	000	000	842300	000	000	000	GENERAL FUND/LONG-TERM BONDS PAYABLE								0.00		0.00		0.00	0.00
10	L	000	000	842350	000	000	000	GENERAL FUND/38 FUND TAXABLE BONDS								0.00		0.00		0.00	0.00
10	Q	000	000	000000	000	000	000	GENERAL FUND/N/A								0.00		0.00		0.00	0.00
10	Q	000	000	911000	000	000	000	GENERAL FUND/FIXED ASSETS - L.T.D.								0.00		0.00		0.00	0.00
10	Q	000	000	912000	000	000	000	GENERAL FUND/FIXED ASSETS - TAX LEVY								0.00		0.00		0.00	0.00
10	Q	000	000	914000	000	000	000	GENERAL FUND/FIXED ASSETS-ACCUM DEPRECIATN								0.00		0.00		0.00	0.00
10	Q	000	000	916000	000	000	000	GENERAL FUND/FIXED ASSETS - DONATIONS								0.00		0.00		0.00	0.00

Fd T Loc Obj Func		Prj DeptJob		Fd T Loc Obj Func		Prj DeptJob		Beginning	2016-17		2016-17	Ending
								Balance	FYTD Credits	FYTD Debits	Balance	
10	Q	000	000	931000	000	000	000	GENERAL FUND/FUND BALANCE-RESERVED	0.00	107,850,482.63	107,129,331.61	-721,151.02
10	Q	000	000	931700	000	000	000	GENERAL FUND/FUND BALANCE - L.T.D.	0.00	0.00	0.00	0.00
10	Q	000	000	932000	000	000	000	GENERAL FUND/FUND BALANCE-CASH FLOW	0.00	0.00	0.00	0.00
10	Q	000	000	936120	000	000	000	GENERAL FUND/Cont Oblig-Restricted Fund Bal	-340,000.00	0.00	0.00	-340,000.00
10	Q	000	000	936320	000	000	000	GENERAL FUND/Debt Service Retirement	0.00	0.00	0.00	0.00
10	Q	000	000	936500	000	000	000	GENERAL FUND/Food Service Fund Balance	0.00	0.00	0.00	0.00
10	Q	000	000	936900	000	000	000	GENERAL FUND/Fund Balance-Restricted Other	0.00	0.00	0.00	0.00
10	Q	000	000	938900	000	000	000	GENERAL FUND/Assigned Fund Balance	0.00	0.00	0.00	0.00
10	Q	000	000	939200	000	000	000	GENERAL FUND/WORKING CAPITAL (CASH FLOW)	-8,000,431.07	169,433,765.57	168,470,279.34	-8,963,917.30
10	Q	000	000	939900	000	000	000	GENERAL FUND/Unassigned Fund Balance	0.00	27,747.94	27,747.94	0.00
10	-	---	---	---	---	---	---		0.00	584,157,880.79	584,157,880.79	0.00

		Beginning		2016-17		2016-17		Ending	
Fd	T Loc Obj Func Prj DeptJob	Fd	T Loc Obj Func Prj DeptJob	Balance	FYTD Credits	FYTD Debits		Balance	
27	A 000 000 711000 000 000 000	SPECIAL EDUCATION FUND/CLAIM ON CASH		601,648.80	6,520,244.49	2,621,210.40		-3,297,385.29	
27	A 000 000 711100 000 000 000	SPECIAL EDUCATION FUND/PAYROLL CLEARANCE ACCOUNT		0.00	5,969,786.70	5,969,786.70		0.00	
27	A 000 000 711105 000 000 000	SPECIAL EDUCATION FUND/A/P ACH Cash Account Intercity		0.00	0.00	0.00		0.00	
27	A 000 000 712000 000 000 000	SPECIAL EDUCATION FUND/INVESTMENTS		0.00	1,917,180.36	2,185,292.09		268,111.73	
27	A 000 000 713200 000 000 000	SPECIAL EDUCATION FUND/ACCOUNTS RECEIVABLE		400.00	400.00	0.00		0.00	
27	A 000 000 714100 000 000 000	SPECIAL EDUCATION FUND/DUE FROM OTHER FUNDS		0.00	0.00	0.00		0.00	
27	A 000 000 715420 000 000 000	SPECIAL EDUCATION FUND/DUE FROM CESA		7,500.00	7,500.00	0.00		0.00	
27	A 000 000 715600 000 000 000	SPECIAL EDUCATION FUND/DUE FROM FED GOVERNMENT		190,041.65	190,041.65	0.00		0.00	
27	L 000 000 000000 000 000 000	SPECIAL EDUCATION FUND/N/A		0.00	0.00	0.00		0.00	
27	L 000 000 811200 000 000 000	SPECIAL EDUCATION FUND/ACCOUNTS PAYABLE		-17,123.11	469,652.12	486,775.23		0.00	
27	L 000 000 811558 000 000 000	SPECIAL EDUCATION FUND/AP STAPLES		0.00	0.00	0.00		0.00	
27	L 000 000 811610 000 000 000	SPECIAL EDUCATION FUND/MEDICARE		-7,732.90	0.00	7,732.90		0.00	
27	L 000 000 811611 000 000 000	SPECIAL EDUCATION FUND/FICA		-33,065.15	0.00	33,065.15		0.00	
27	L 000 000 811620 000 000 000	SPECIAL EDUCATION FUND/RETIREMENT DEDUCTION		-35,552.46	0.00	35,552.46		0.00	
27	L 000 000 811628 000 000 000	SPECIAL EDUCATION FUND/HSA - EMPLOYER CONTRIBUTIONS		0.00	0.00	0.00		0.00	
27	L 000 000 811630 000 000 000	SPECIAL EDUCATION FUND/DENTAL-PPO CONTRIBUTION		-8,014.32	0.00	8,014.32		0.00	
27	L 000 000 811633 000 000 000	SPECIAL EDUCATION FUND/DISABILITY INS DEDUCTION		-1,882.38	0.00	1,882.38		0.00	
27	L 000 000 811645 000 000 000	SPECIAL EDUCATION FUND/LIFE INS - EMPLOYER CONTR		-836.30	0.00	836.30		0.00	
27	L 000 000 811815 000 000 000	SPECIAL EDUCATION FUND/NET EFT PAYABLE		0.00	6,840,602.13	6,840,602.13		0.00	
27	L 000 000 811820 000 000 000	SPECIAL EDUCATION FUND/VOUCHERS PAYABLE		-538,793.99	0.00	538,793.99		0.00	
27	L 000 000 812000 000 000 000	SPECIAL EDUCATION FUND/DUE TO OTHER FUNDS		0.00	0.00	0.00		0.00	
27	L 000 000 815100 000 000 000	SPECIAL EDUCATION FUND/SELF FUNDED PREMIUM DEPOSITS		0.00	0.00	0.00		0.00	
27	L 000 000 817101 000 000 000	SPECIAL EDUCATION FUND/SECURITY PREMIUM PAYABLE		-152,915.32	0.00	152,915.32		0.00	
27	L 000 000 817150 000 000 000	SPECIAL EDUCATION FUND/HRA PAYABLE		0.00	0.00	0.00		0.00	
27	L 000 000 817200 000 000 000	SPECIAL EDUCATION FUND/DENTAL-CLAIMS PAYABLE		-3,674.52	0.00	3,674.52		0.00	
27	Q 000 000 000000 000 000 000	SPECIAL EDUCATION FUND/N/A		0.00	0.00	0.00		0.00	
27	Q 000 000 931000 000 000 000	SPECIAL EDUCATION FUND/FUND BALANCE-RESERVED		0.00	18,012,565.56	18,001,736.76		-10,828.80	
27	Q 000 000 932000 000 000 000	SPECIAL EDUCATION FUND/FUND BALANCE-CASH FLOW		0.00	0.00	0.00		0.00	
27	Q 000 000 936120 000 000 000	SPECIAL EDUCATION FUND/Cont Oblig-Restricted Fund Bal		0.00	0.00	0.00		0.00	
27	Q 000 000 936320 000 000 000	SPECIAL EDUCATION FUND/Debt Service Retirement		0.00	0.00	0.00		0.00	
27	Q 000 000 936500 000 000 000	SPECIAL EDUCATION FUND/Food Service Fund Balance		0.00	0.00	0.00		0.00	
27	Q 000 000 936900 000 000 000	SPECIAL EDUCATION FUND/Fund Balance-Restricted Other		0.00	0.00	0.00		0.00	
27	Q 000 000 938900 000 000 000	SPECIAL EDUCATION FUND/Assigned Fund Balance		0.00	0.00	0.00		0.00	
27	Q 000 000 939200 000 000 000	SPECIAL EDUCATION FUND/WORKING CAPITAL (CASH FLOW)		0.00	0.00	0.00		0.00	
27	Q 000 000 939900 000 000 000	SPECIAL EDUCATION FUND/Unassigned Fund Balance		0.00	21,026,202.64	24,066,305.00		3,040,102.36	
27	- - - - -			0.00	60,954,175.65	60,954,175.65		0.00	

										Beginning	2016-17		Ending						
										Balance	FYTD Credits	FYTD Debits	Balance						
Fd	T	Loc	Obj	Func	Prj	Dept	Job	Fd	T	Loc	Obj	Func	Prj	Dept	Job				
50	A	000	000	711000	000	000	000	FOOD	SERVICE	FUND/CLAIM ON CASH						784,996.86	1,512,098.64	1,548,263.92	821,162.14
50	A	000	000	711100	000	000	000	FOOD	SERVICE	FUND/PAYROLL CLEARANCE ACCOUNT						0.00	728,816.79	728,837.67	20.88
50	A	000	000	711105	000	000	000	FOOD	SERVICE	FUND/A/P ACH Cash Account Intercity						0.00	0.00	0.00	0.00
50	A	000	000	711200	000	000	000	FOOD	SERVICE	FUND/PETTY CASH						200.00	0.00	207.22	407.22
50	A	000	000	712000	000	000	000	FOOD	SERVICE	FUND/INVESTMENTS						0.00	709,768.32	709,768.32	0.00
50	A	000	000	713200	000	000	000	FOOD	SERVICE	FUND/ACCOUNTS RECEIVABLE						891.00	891.00	0.00	0.00
50	A	000	000	714100	000	000	000	FOOD	SERVICE	FUND/DUE FROM OTHER FUNDS						0.00	0.00	0.00	0.00
50	A	000	000	715600	000	000	000	FOOD	SERVICE	FUND/DUE FROM FED GOVERNMENT						50,945.44	50,945.44	0.00	0.00
50	L	000	000	000000	000	000	000	FOOD	SERVICE	FUND/N/A						0.00	0.00	0.00	0.00
50	L	000	000	811200	000	000	000	FOOD	SERVICE	FUND/ACCOUNTS PAYABLE						-3,933.16	704,574.89	708,508.05	0.00
50	L	000	000	811558	000	000	000	FOOD	SERVICE	FUND/AP STAPLES						0.00	0.00	0.00	0.00
50	L	000	000	811610	000	000	000	FOOD	SERVICE	FUND/MEDICARE						-116.26	0.00	116.26	0.00
50	L	000	000	811611	000	000	000	FOOD	SERVICE	FUND/FICA						-497.12	0.00	497.12	0.00
50	L	000	000	811620	000	000	000	FOOD	SERVICE	FUND/RETIREMENT DEDUCTION						-530.37	0.00	530.37	0.00
50	L	000	000	811630	000	000	000	FOOD	SERVICE	FUND/DENTAL-PPO CONTRIBUTION						0.00	0.00	0.00	0.00
50	L	000	000	811633	000	000	000	FOOD	SERVICE	FUND/DISABILITY INS DEDUCTION						0.00	0.00	0.00	0.00
50	L	000	000	811645	000	000	000	FOOD	SERVICE	FUND/LIFE INS - EMPLOYER CONTR						0.00	0.00	0.00	0.00
50	L	000	000	811815	000	000	000	FOOD	SERVICE	FUND/NET EFT PAYABLE						0.00	725,241.50	725,241.50	0.00
50	L	000	000	811820	000	000	000	FOOD	SERVICE	FUND/VOUCHERS PAYABLE						-8,036.88	0.00	8,036.88	0.00
50	L	000	000	812000	000	000	000	FOOD	SERVICE	FUND/DUE TO OTHER FUNDS						0.00	0.00	0.00	0.00
50	L	000	000	815000	000	000	000	FOOD	SERVICE	FUND/DEPOSITS PAYABLE-FAMILY BALANC						0.00	0.00	0.00	0.00
50	L	000	000	815100	000	000	000	FOOD	SERVICE	FUND/SELF FUNDED PREMIUM DEPOSITS						0.00	0.00	0.00	0.00
50	L	000	000	815900	000	000	000	FOOD	SERVICE	FUND/OTHER DEPOSITS PAYABLE						-70,347.41	0.00	0.00	-70,347.41
50	L	000	000	817101	000	000	000	FOOD	SERVICE	FUND/SECURITY PREMIUM PAYABLE						0.00	0.00	0.00	0.00
50	L	000	000	817150	000	000	000	FOOD	SERVICE	FUND/HRA PAYABLE						0.00	0.00	0.00	0.00
50	L	000	000	817200	000	000	000	FOOD	SERVICE	FUND/DENTAL-CLAIMS PAYABLE						0.00	0.00	0.00	0.00
50	Q	000	000	000000	000	000	000	FOOD	SERVICE	FUND/N/A						0.00	0.00	0.00	0.00
50	Q	000	000	931000	000	000	000	FOOD	SERVICE	FUND/FUND BALANCE-RESERVED						0.00	438,740.86	438,791.26	50.40
50	Q	000	000	932000	000	000	000	FOOD	SERVICE	FUND/FUND BALANCE-CASH FLOW						0.00	0.00	0.00	0.00
50	Q	000	000	936120	000	000	000	FOOD	SERVICE	FUND/Cont Oblig-Restricted Fund Bal						0.00	0.00	0.00	0.00
50	Q	000	000	936320	000	000	000	FOOD	SERVICE	FUND/Debt Service Retirement						0.00	0.00	0.00	0.00
50	Q	000	000	936500	000	000	000	FOOD	SERVICE	FUND/Food Service Fund Balance						-753,572.10	1,932,626.24	1,934,905.11	-751,293.23
50	Q	000	000	936900	000	000	000	FOOD	SERVICE	FUND/Fund Balance-Restricted Other						0.00	0.00	0.00	0.00
50	Q	000	000	938900	000	000	000	FOOD	SERVICE	FUND/Assigned Fund Balance						0.00	0.00	0.00	0.00
50	Q	000	000	939200	000	000	000	FOOD	SERVICE	FUND/WORKING CAPITAL (CASH FLOW)						0.00	0.00	0.00	0.00
50	Q	000	000	939900	000	000	000	FOOD	SERVICE	FUND/Unassigned Fund Balance						0.00	0.00	0.00	0.00
50	-	---	---	-----	---	---	---									0.00	6,803,703.68	6,803,703.68	0.00

Fd T Loc		Obj Func		Prj DeptJob		Fd T Loc		Obj Func		Prj DeptJob		Beginning	2016-17	2016-17	Ending
												Balance	FYTD Credits	FYTD Debits	Balance
80	A	000	000	711000	000	000	000	000	000	000	000	51,648.87	1,031,554.26	1,035,112.05	55,206.66
80	A	000	000	711100	000	000	000	000	000	000	000	0.00	577,487.04	577,487.04	0.00
80	A	000	000	711105	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	A	000	000	711200	000	000	000	000	000	000	000	1,000.00	0.00	30.00	1,030.00
80	A	000	000	711300	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	A	000	000	712000	000	000	000	000	000	000	000	0.00	1,016.00	1,016.00	0.00
80	A	000	000	713100	000	000	000	000	000	000	000	0.00	300,000.00	300,000.00	0.00
80	A	000	000	713200	000	000	000	000	000	000	000	64,390.19	64,390.19	0.00	0.00
80	A	000	000	713205	000	000	000	000	000	000	000	2,574.12	1,187.12	0.00	1,387.00
80	A	000	000	714100	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	000000	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	811200	000	000	000	000	000	000	000	-17,224.51	345,129.78	362,354.29	0.00
80	L	000	000	811225	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	811558	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	811610	000	000	000	000	000	000	000	-176.66	0.00	176.66	0.00
80	L	000	000	811611	000	000	000	000	000	000	000	-2,701.07	0.00	2,701.07	0.00
80	L	000	000	811620	000	000	000	000	000	000	000	-809.19	0.00	809.19	0.00
80	L	000	000	811628	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	811630	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	811633	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	811645	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	811815	000	000	000	000	000	000	000	0.00	530,845.25	530,845.25	0.00
80	L	000	000	811820	000	000	000	000	000	000	000	-37,694.70	0.00	37,694.70	0.00
80	L	000	000	812000	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	816900	000	000	000	000	000	000	000	-5,163.94	5,694.81	5,163.94	-5,694.81
80	L	000	000	816901	000	000	000	000	000	000	000	-33,200.67	2,778.19	33,200.67	-2,778.19
80	L	000	000	816902	000	000	000	000	000	000	000	-107.00	0.00	107.00	0.00
80	L	000	000	816903	000	000	000	000	000	000	000	-10,044.99	0.00	10,044.99	0.00
80	L	000	000	816904	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	816905	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	816906	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	816907	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	816908	000	000	000	000	000	000	000	-800.00	0.00	800.00	0.00
80	L	000	000	816909	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	816911	000	000	000	000	000	000	000	-3,235.90	0.00	3,235.90	0.00
80	L	000	000	816913	000	000	000	000	000	000	000	-602.52	0.00	602.52	0.00
80	L	000	000	817101	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	L	000	000	817200	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	Q	000	000	000000	000	000	000	000	000	000	000	0.00	0.00	0.00	0.00
80	Q	000	000	931000	000	000	000	000	000	000	000	0.00	666,772.74	640,730.03	-26,042.71

		Beginning		2016-17		2016-17		Ending											
		Balance		FYTD Credits		FYTD Debits		Balance											
Fd	T	Loc	Obj	Func	Prj	Dept	Job	Fd	T	Loc	Obj	Func	Prj	Dept	Job				
80	Q	000	000	931896	000	000	000	COMMUNITY SERVICE FUND/TOURNAMENT ACTIVITY								0.00	0.00	0.00	0.00
80	Q	000	000	932000	000	000	000	COMMUNITY SERVICE FUND/FUND BALANCE-CASH FLOW								0.00	0.00	0.00	0.00
80	Q	000	000	936120	000	000	000	COMMUNITY SERVICE FUND/Cont Oblig-Restricted Fund Bal								0.00	0.00	0.00	0.00
80	Q	000	000	936320	000	000	000	COMMUNITY SERVICE FUND/Debt Service Retirement								0.00	0.00	0.00	0.00
80	Q	000	000	936500	000	000	000	COMMUNITY SERVICE FUND/Food Service Fund Balance								0.00	0.00	0.00	0.00
80	Q	000	000	936900	000	000	000	COMMUNITY SERVICE FUND/Fund Balance-Restricted Other								-7,852.03	1,785,855.62	1,770,599.70	-23,107.95
80	Q	000	000	938900	000	000	000	COMMUNITY SERVICE FUND/Assigned Fund Balance								0.00	0.00	0.00	0.00
80	Q	000	000	939200	000	000	000	COMMUNITY SERVICE FUND/WORKING CAPITAL (CASH FLOW)								0.00	0.00	0.00	0.00
80	Q	000	000	939900	000	000	000	COMMUNITY SERVICE FUND/Unassigned Fund Balance								0.00	0.00	0.00	0.00
80	-	---	---	-----	---	---	---									0.00	5,312,711.00	5,312,711.00	0.00

				Beginning	2016-17	2016-17	Ending		
				Balance	FYTD Credits	FYTD Debits	Balance		
Fd	T	Loc	Obj Func	Prj DeptJob	Fd	T	Loc	Obj Func	Prj DeptJob
Grand Asset Totals				20,807,977.36	246,077,684.04	238,232,997.22	12,963,290.54		
Grand Liability Totals				-11,706,122.16	89,976,027.28	96,515,047.15	-5,167,102.29		
Grand Equity Totals				-9,101,855.20	321,174,759.80	322,480,426.75	-7,796,188.25		
Grand Totals				0.00	657,228,471.12	657,228,471.12	0.00		

Number of Accounts: 210

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

REPORT SPECIFICATIONS

DISTRICT: D.C. Everest Area S.D.
 REPORT TITLE: GENERAL INPUT BUDGET TRANSFERS
 REQUESTED BY: ggadke DATE: 03/15/17
 PROGRAM NAME: fin/3amgip01. TIME: 1:55:15 PM
 COPIES: 1 LPI: 6
 RUN ON SERVER: yes CREATE ASCII FILE: NO

BATCHES SELECTED:	POST DATE	BATCH #	DESCRIPTION
	03/15/2017	16-00256	Additional supplies needed for out team
	03/15/2017	16-00255	Transfer Soaring funds to cover additional tr
	03/15/2017	16-00254	Reverse Error
	03/15/2017	16-00253	Title 3 - Revision
	03/15/2017	16-00252	Food Service Project Number Change per DPI
	03/13/2017	16-00251	Money needed for mailing envelopes and genera
	03/13/2017	16-00250	Transfer to pay for L&S field trip from corre
	03/13/2017	16-00249	Transfer to pay for Michael Hanke food at Sta
	03/10/2017	16-00248	Money needed for conference reimbursement (AS
	03/09/2017	16-00247	Reimbursement for Food Expense - Joe Finnegan
	03/09/2017	16-00246	Early childhood occupational therapist travel
	03/09/2017	16-00245	surplus funds to be used for adv day & specia
	03/09/2017	16-00244	Transfer funds from 413 to 415
	03/09/2017	16-00243	Transfer small amount of funds to cover parti
	03/09/2017	16-00242	Transfer to cover unexpected purchase
	03/09/2017	16-00241	Transfer of funds to cover the invoice from S
	03/08/2017	16-00240	Title 2 Budget Transfers
	03/07/2017	16-00239	District Insurance Transfer
	03/07/2017	16-00238	To Balance Accounts
	03/07/2017	16-00237	Conference Expenses for Joe Finnegan - went b
	03/07/2017	16-00236	Transfer small amount of funds to cover Stapl
	03/03/2017	16-00235	Reallocation of funds to cover the cost of Ma
	03/03/2017	16-00234	Transfer to pay for Light Raise from correct
	03/03/2017	16-00233	Tr from books to general supplies for unit 2
	03/03/2017	16-00232	Transfer to pay for WMC registration from cor
	03/03/2017	16-00231	IMC Purchases
	03/03/2017	16-00230	Title 1 DPI Budget Transfers
	03/02/2017	16-00229	Transfer to cover higher than expected costs
	03/02/2017	16-00228	funds for Lite Rays-math classrooms

BATCHES SELECTED:	POST DATE	BATCH #	DESCRIPTION
	03/02/2017	16-00227	additional funds needed in Food account
	03/01/2017	16-00226	Transfer funds for Flexible Learning purchase
	03/01/2017	16-00225	Transfer to pay for early membership renewal
	02/28/2017	16-00224	transfer for conference registration
	02/27/2017	16-00223	Additional funds needed for Spring sports ord
	02/27/2017	16-00222	Transfer to balance accounts
	02/27/2017	16-00221	Transfer-Conference Change
	02/27/2017	16-00220	Transfer SH Social Studies funds to pay for s
	02/26/2017	16-00219	Transfer to pay for FCCLA Advisor registratio
	02/22/2017	16-00218	Need funds for printing of more recognition c
	02/22/2017	16-00217	Money for Books
	02/22/2017	16-00216	Money for Books
	02/21/2017	16-00215	Transfer funds to cover the difference in the
	02/21/2017	16-00214	Transfer funds to cover Psych Material costs
	02/21/2017	16-00213	Transfer to cover travel expense for WSRA
	02/21/2017	16-00212	Transfer to cover cost of food for History Da
	02/21/2017	16-00211	Transfer funds from other books account to co
	02/21/2017	16-00210	Transfer funds to General account to use for
	02/21/2017	16-00209	Transfer to pay conference hotel from correct
	02/21/2017	16-00208	Transfer to pay conference food from correct
	02/17/2017	16-00207	Transfer to balance accounts
	02/17/2017	16-00206	Art general supply purchases
	02/15/2017	16-00205	Transfer to pay for UWO Mathematical Competit

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>		
16-00256	Additional supplies needed for out team	2016-2017	03/15/2017	Submit Transfer	History		
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>		<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		additional supplies needed for team		10 E 836 310 264100 000 264 000	03/15/2017	0.00	300.00
2		supplies needed for team members		10 E 836 411 264100 000 264 000	03/15/2017	300.00	0.00
TOTALS						300.00	300.00
<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>		
16-00255	Transfer Soaring funds to cover additional tr	2016-2017	03/15/2017	Submit Transfer	History		
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>		<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Unexpected travel costs		27 E 809 940 221300 517 809 000	03/15/2017	0.00	198.00
2		Unexpected travel costs		27 E 809 342 221300 517 809 000	03/15/2017	198.00	0.00
TOTALS						198.00	198.00
<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>		
16-00254	Reverse Error	2016-2017	03/15/2017	Submit Transfer	History		
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>		<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Reverse error- used wrong account on previous transfer		27 E 809 940 221300 517 809 000	03/15/2017	198.00	0.00
2		Reverse error- used wrong account on previous transfer		27 E 809 342 221300 341 809 000	03/15/2017	0.00	198.00
TOTALS						198.00	198.00
<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>		
16-00253	Title 3 - Revision	2016-2017	03/15/2017	Submit Transfer	History		
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>		<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Additional Funds Need for Transportation		10 E 809 145 171000 391 809 505	03/14/2017	0.00	3,988.00
2		Additional Funds Need for Transportation		10 E 809 212 171000 391 809 505	03/14/2017	0.00	272.00
3		Additional Funds Need for Transportation		10 E 809 222 171000 391 809 505	03/14/2017	0.00	305.00
4		Additional Funds Need for Transportation		10 E 809 341 256770 391 809 000	03/14/2017	4,565.00	0.00
TOTALS						4,565.00	4,565.00
<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>		
16-00252	Food Service Project Number Change per DPI	2016-2017	03/15/2017	Submit Transfer	History		
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>		<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Food Service Project Number Change per DPI		50 R 834 617 257210 546 000 000	03/13/2017	9,700.00	0.00
2		Food Service Project Number Change per DPI		50 R 834 617 257220 547 000 000	03/13/2017	27,838.00	0.00
3		Food Service Project Number Change per DPI		50 R 834 617 257220 542 000 000	03/13/2017	0.00	27,838.00
4		Food Service Project Number Change per DPI		50 R 834 617 257210 543 000 000	03/13/2017	0.00	9,700.00
TOTALS						37,538.00	37,538.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00251	Money needed for mailing envelopes and genera	2016-2017	03/13/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>		<u>ACCOUNT/REFERENCE</u>		<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Money needed for mailing envelopes and general office supplies		10 E 300 480 213000 000 213 000		03/13/2017	0.00	100.00
2		Money needed for mailing envelopes and general office supplies		10 E 300 411 213000 000 213 000		03/13/2017	100.00	0.00
TOTALS							100.00	100.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00250	Transfer to pay for L&S field trip from corre	2016-2017	03/13/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>		<u>ACCOUNT/REFERENCE</u>		<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer to pay for L&S field trip from correct account		10 E 400 940 136230 000 136 000		03/13/2017	0.00	53.24
2		Transfer to pay for L&S field trip from correct account		10 E 400 341 256770 000 136 000		03/13/2017	53.24	0.00
TOTALS							53.24	53.24

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00249	Transfer to pay for Michael Hanke food at Sta	2016-2017	03/13/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>		<u>ACCOUNT/REFERENCE</u>		<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer to pay for Michael Hanke food at State DECA Competition from correct account		10 E 400 342 133000 000 133 000		03/13/2017	0.00	73.98
2		Transfer to pay for Michael Hanke food at State DECA Competition from correct account		10 E 400 415 133000 000 133 000		03/13/2017	73.98	0.00
TOTALS							73.98	73.98

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00248	Money needed for conference reimbursement (AS	2016-2017	03/10/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>		<u>ACCOUNT/REFERENCE</u>		<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Money needed for conference reimbursement (ASCA Annual Conference -Brooke Davis, School Counselor)		10 E 300 480 213000 000 213 000		03/10/2017	0.00	200.00
2		Money needed for conference reimbursement (ASCA Annual Conference -Brooke Davis, School Counselor)		10 E 300 342 213000 000 213 000		03/10/2017	200.00	0.00
3		Money needed for conference reimbursement (ASCA Annual Conference -Brooke Davis, School Counselor)		10 E 300 480 213000 000 213 000		03/10/2017	0.00	100.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00248	Money needed for conference reimbursement (AS	2016-2017	03/10/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED						
4		Money needed for conference reimbursement (ASCA Annual Conference -Brooke Davis, School Counselor)	10 E 300 940 213000 000 213 000	03/10/2017	100.00	0.00
TOTALS					300.00	300.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00247	Reimbursement for Food Expense - Joe Finnegan	2016-2017	03/09/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Reimbursement for Food Expense - Joe Finnegan - Midwest Band & Orchestra Conference	10 E 400 940 125001 000 125 000	03/09/2017	0.00	0.04
2		Reimbursement for Food Expense - Joe Finnegan - Midwest Band & Orchestra Conference	10 E 400 415 125002 000 125 000	03/09/2017	0.04	0.00
TOTALS					0.04	0.04

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00246	Early childhood occupational therapist travel	2016-2017	03/09/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Early childhood occupational therapist travel reimbursement	27 E 809 342 218100 347 809 000	03/09/2017	1,500.00	0.00
2		Early childhood occupational therapist travel reimbursement	27 E 809 411 152000 347 809 000	03/09/2017	0.00	1,500.00
TOTALS					1,500.00	1,500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00245	surplus funds to be used for adv day & specia	2016-2017	03/09/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		surplus funds to be used for adv day & special speaker	10 E 300 417 120000 000 241 000	03/09/2017	0.00	1,262.00
2		surplus funds to be used for adv day & special speaker	10 E 300 341 256770 000 241 000	03/09/2017	762.00	0.00
3		surplus funds to be used for adv day & special speaker	10 E 300 310 120000 000 241 000	03/09/2017	500.00	0.00
TOTALS					1,262.00	1,262.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00244	Transfer funds from 413 to 415	2016-2017	03/09/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>		
1		Transfer funds from this account to cover Amazon Business and Staples transaction through Skyward.	10 E 300 413 127000 000 127 000	03/08/2017	0.00	105.00		
2		Transfer funds to this account to cover Amazon Business and Staples transaction through Skyward.	10 E 300 415 127000 000 127 000	03/08/2017	105.00	0.00		
TOTALS					105.00	105.00		

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00243	Transfer small amount of funds to cover parti	2016-2017	03/09/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>		
1		Transfer funds from this account to cover partial cost of books for classroom.	10 E 300 411 127000 000 127 000	03/08/2017	0.00	57.00		
2		Transfer funds to this account to cover partial cost of books for classroom.	10 E 300 479 127000 000 127 000	03/08/2017	57.00	0.00		
TOTALS					57.00	57.00		

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00242	Transfer to cover unexpected purchase	2016-2017	03/09/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>		
1		New tricycle needed at the Sr. High for SDPE.	27 E 809 411 158000 341 809 000	03/08/2017	0.00	350.00		
2		New tricycle needed at the Sr. High for SDPE.	27 E 809 440 158000 341 809 000	03/08/2017	350.00	0.00		
TOTALS					350.00	350.00		

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00241	Transfer of funds to cover the invoice from S	2016-2017	03/09/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>		
1		Transfer funds from this account to cover partial cost of SHAR Schools Sales invoice	10 E 300 473 125003 000 125 000	03/08/2017	0.00	220.00		
2		Transfer funds to this account to cover partial cost of SHAR School Sales invoice	10 E 300 411 125003 000 125 000	03/08/2017	220.00	0.00		
TOTALS					220.00	220.00		

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00240	Title 2 Budget Transfers	2016-2017	03/08/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Title 2 Budget Transfers	10 E 809 212 221300 365 809 205	03/07/2017	686.00	0.00
2		Title 2 Budget Transfers	10 E 809 222 221300 365 809 205	03/07/2017	784.00	0.00
3		Title 2 Budget Transfers	10 E 809 125 221302 365 809 205	03/07/2017	0.00	38,340.00
4		Title 2 Budget Transfers	10 E 809 212 221302 365 809 205	03/07/2017	0.00	3,354.00
5		Title 2 Budget Transfers	10 E 809 222 221302 365 809 205	03/07/2017	0.00	3,718.00
6		Title 2 Budget Transfers	10 E 809 125 221100 365 809 205	03/07/2017	38,340.00	0.00
7		Title 2 Budget Transfers	10 E 809 212 221100 365 809 205	03/07/2017	2,531.00	0.00
8		Title 2 Budget Transfers	10 E 809 222 221100 365 809 205	03/07/2017	2,912.00	0.00
9		Title 2 Budget Transfers	10 E 809 310 221300 365 809 000	03/07/2017	120.00	0.00
10		Title 2 Budget Transfers	10 E 809 342 221300 365 012 000	03/07/2017	0.00	0.48
11		Title 2 Budget Transfers	10 E 809 342 221300 365 013 000	03/07/2017	0.00	0.63
12		Title 2 Budget Transfers	10 E 809 342 221300 365 014 000	03/07/2017	0.09	0.00
13		Title 2 Budget Transfers	10 E 809 342 221300 365 016 000	03/07/2017	0.00	0.08
14		Title 2 Budget Transfers	10 E 809 411 221300 365 809 000	03/07/2017	40.10	0.00
TOTALS					45,413.19	45,413.19

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00239	District Insurance Transfer	2016-2017	03/07/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		District Insurance Transfer	10 E 830 711 270000 000 251 000	03/07/2017	0.00	1,000.00
2		District Insurance Transfer	10 E 830 712 270000 000 251 000	03/07/2017	0.00	1,000.00
3		District Insurance Transfer	10 E 830 713 270000 000 251 000	03/07/2017	2,000.00	0.00
TOTALS					2,000.00	2,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00238	To Balance Accounts	2016-2017	03/07/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		To balance accounts	50 E 834 480 257000 000 257 000	03/07/2017	0.00	1,500.00
2		Balance Accounts	50 E 834 342 257000 000 257 000	03/07/2017	1,500.00	0.00
TOTALS					1,500.00	1,500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00237	Conference Expenses for Joe Finnegan - went b	2016-2017	03/07/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Conference Expenses for Joe Finnegan - went beyond budgeted amount	10 E 400 940 125001 000 125 000	03/07/2017	0.00	38.85

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00237	Conference Expenses for Joe Finnegan - went b	2016-2017	03/07/2017	Submit Transfer	History			
	<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>	
	. . . CONTINUED							
	2		Conference Expenses for Joe Finnegan - went beyond budgeted amount	10 E 400 415 125002 000 125 000	03/07/2017	38.85	0.00	
					TOTALS	38.85	38.85	

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00236	Transfer small amount of funds to cover Stapl	2016-2017	03/07/2017	Submit Transfer	History			
	<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>	
	1		Transfer funds from this account to cover purchase of general supplies from Staples e-commerce for MS English	10 E 200 479 122000 000 122 000	03/06/2017	0.00	17.30	
	2		Transfer funds to this account to cover the purchase of general supplies from Stapples e-Commerce order for MS English.	10 E 200 411 122000 000 122 000	03/06/2017	17.30	0.00	
					TOTALS	17.30	17.30	

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00235	Reallocation of funds to cover the cost of Ma	2016-2017	03/03/2017	Submit Transfer	History			
	<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>	
	1		Travel	10 E 814 342 266000 000 232 000	03/03/2017	0.00	5,000.00	
	2		Equipment	10 E 814 440 266000 000 232 000	03/03/2017	5,000.00	0.00	
					TOTALS	5,000.00	5,000.00	

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00234	Transfer to pay for Light Raise from correct	2016-2017	03/03/2017	Submit Transfer	History			
	<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>	
	1		Transfer to pay for Light Raise from correct account	10 E 300 411 124000 000 124 000	03/03/2017	0.00	60.28	
	2		Transfer to pay for Light Raise from correct account	10 E 300 551 124000 000 124 000	03/03/2017	60.28	0.00	
	3		Transfer to pay for Light Raise from correct account	10 E 300 415 124000 000 124 000	03/03/2017	0.00	350.00	
	4		Transfer to pay for Light Raise from correct account	10 E 300 551 124000 000 124 000	03/03/2017	350.00	0.00	
	5		Transfer to pay for Light Raise from correct account	10 E 300 435 124000 000 124 000	03/03/2017	0.00	366.00	

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00234	Transfer to pay for Light Raise from correct	2016-2017	03/03/2017	Submit Transfer	History			
	<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>	
	. . .	CONTINUED						
	6		Transfer to pay for Light Raise from correct account	10 E 300 551 124000 000 124 000	03/03/2017	366.00	0.00	
	7		Transfer to pay for Light Raise from correct account	10 E 300 479 124000 000 124 000	03/03/2017	0.00	200.00	
	8		Transfer to pay for Light Raise from correct account	10 E 300 551 124000 000 124 000	03/03/2017	200.00	0.00	
			TOTALS			976.28	976.28	
<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00233	Tr from books to general supplies for unit 2	2016-2017	03/03/2017	Submit Transfer	History			
	<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>	
	1		Tr from books to general supplies unit 2	10 E 108 479 110000 000 102 000	03/03/2017	0.00	500.00	
	2		Tr from books to general supplies unit 2	10 E 108 411 110000 000 102 000	03/03/2017	500.00	0.00	
			TOTALS			500.00	500.00	
<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00232	Transfer to pay for WMC registration from cor	2016-2017	03/03/2017	Submit Transfer	History			
	<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>	
	1		Transfer to pay for WMC registration from correct account	10 E 400 440 124000 000 124 000	03/03/2017	0.00	290.00	
	2		Transfer to pay for WMC registration from correct account	10 E 400 940 124000 000 124 000	03/03/2017	290.00	0.00	
			TOTALS			290.00	290.00	
<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00231	IMC Purchases	2016-2017	03/03/2017	Submit Transfer	History			
	<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>	
	1		Funds needed to purchase robotic materials for IMC curriculum	10 E 103 432 222200 000 220 000	03/02/2017	0.00	2,204.00	
	2		Funds needed to purchase robotic materials for IMC curriculum	10 E 103 434 222200 000 220 000	03/02/2017	0.00	22.16	
	3		Funds needed to purchase robotic materials for IMC curriculum	10 E 103 411 222200 000 220 000	03/02/2017	0.00	220.00	
	4		Funds needed to purchase robotic materials for IMC curriculum	10 E 103 439 222200 000 220 000	03/02/2017	2,446.16	0.00	
			TOTALS			2,446.16	2,446.16	

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>
16-00230	Title 1 DPI Budget Transfers	2016-2017	03/03/2017	Submit Transfer	History

<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Title 1 DPI Budget Transfers	10 E 809 100 110000 141 809 205	03/02/2017	0.00	1,500.00
2		Title 1 DPI Budget Transfers	10 E 809 212 110000 141 809 205	03/02/2017	0.00	104.00
3		Title 1 DPI Budget Transfers	10 E 809 222 110000 141 809 205	03/02/2017	0.00	115.00
4		Title 1 DPI Budget Transfers	10 E 809 411 219000 141 809 000	03/02/2017	754.60	0.00
5		Title 1 DPI Budget Transfers	10 E 809 415 221300 141 809 000	03/02/2017	0.00	750.00
6		Title 1 DPI Budget Transfers	10 E 809 415 219000 141 809 000	03/02/2017	1,250.00	0.00
7		Title 1 DPI Budget Transfers	10 E 809 310 221300 141 809 000	03/02/2017	8,543.30	0.00
8		Title 1 DPI Budget Transfers	10 E 809 411 110000 141 809 000	03/02/2017	0.00	16,780.03
9		Title 1 DPI Budget Transfers	10 E 809 411 120000 141 809 000	03/02/2017	2,754.97	0.00
10		Title 1 DPI Budget Transfers	10 E 809 411 219000 141 809 000	03/02/2017	201.16	0.00
11		Title 1 DPI Budget Transfers	10 E 809 439 122000 141 809 000	03/02/2017	14,588.00	0.00
12		Title 1 DPI Budget Transfers	10 E 809 490 221300 141 809 000	03/02/2017	0.00	1,000.00
13		Title 1 DPI Budget Transfers	10 E 809 490 221400 141 809 000	03/02/2017	1,000.00	0.00
14		Title 1 DPI Budget Transfers	10 E 809 940 221300 141 809 000	03/02/2017	0.00	8,843.00
TOTALS					29,092.03	29,092.03

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>
16-00229	Transfer to cover higher than expected costs	2016-2017	03/02/2017	Submit Transfer	History

<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		6 SWD Aide license renewals plus additional aide expected to be hired by the end of the school year	27 E 809 411 158000 341 809 000	03/02/2017	0.00	700.00
2		6 SWD Aide license renewals plus additional aide expected to be hired by the end of the school year	27 E 809 940 159100 341 809 000	03/02/2017	700.00	0.00
TOTALS					700.00	700.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>
16-00228	funds for Lite Rays-math classrooms	2016-2017	03/02/2017	Submit Transfer	History

<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		funds for Lite Rays-math classrooms	10 E 300 417 120000 000 241 000	03/01/2017	0.00	750.00
2		funds for Lite Rays-math classrooms	10 E 300 413 241000 000 241 000	03/01/2017	750.00	0.00
TOTALS					750.00	750.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>
16-00227	additional funds needed in Food account	2016-2017	03/02/2017	Submit Transfer	History

<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		funds needed for food account	10 E 836 310 264100 000 264 000	03/01/2017	0.00	200.00
2		food funds needed	10 E 836 415 264100 000 264 000	03/01/2017	200.00	0.00
TOTALS					200.00	200.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>
16-00226	Transfer funds for Flexible Learning purchase	2016-2017	03/01/2017	Submit Transfer	History

<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer funds for Flexible Learning purchases	10 E 820 435 110000 000 210 000	02/28/2017	0.00	10,000.00
2		Transfer funds for Flexible Learning purchases	10 E 820 470 110000 000 210 000	02/28/2017	0.00	20,000.00
3		Transfer from Curriculum Instructional & Curriculum Textbooks for Flexible Learning	10 E 820 440 232000 000 210 000	02/28/2017	30,000.00	0.00
TOTALS					30,000.00	30,000.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>
16-00225	Transfer to pay for early membership renewal	2016-2017	03/01/2017	Submit Transfer	History

<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer to pay for early membership renewal to PDK from correct account	10 E 400 411 126000 000 126 000	02/28/2017	0.00	29.00
2		Transfer to pay for early membership renewal to PDK from correct account	10 E 400 940 126000 000 126 000	02/28/2017	29.00	0.00
TOTALS					29.00	29.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>
16-00224	transfer for conference registration	2016-2017	02/28/2017	Submit Transfer	History

<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		transfer for NAREN Conference Reg	10 E 300 480 241000 000 241 000	02/27/2017	0.00	50.00
2		transfer for NAREN Conference Reg	10 E 300 413 241000 000 241 000	02/27/2017	0.00	145.00
3		transfer for NAREN Conference Reg	10 E 300 940 241000 000 241 000	02/27/2017	195.00	0.00
TOTALS					195.00	195.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>	
16-00223	Additional funds needed for Spring sports ord	2016-2017	02/27/2017	Submit Transfer	History	
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Additional funds needed for Spring sports order.	10 E 400 342 162000 000 160 000	02/27/2017	0.00	1,000.00
2		Additional funds needed for Spring sports order.	10 E 400 411 162000 000 160 000	02/27/2017	1,000.00	0.00
TOTALS					1,000.00	1,000.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>	
16-00222	Transfer to balance accounts	2016-2017	02/27/2017	Submit Transfer	History	
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer to balance accounts	10 E 104 342 241000 000 241 000	02/27/2017	0.00	500.00
2		Transfer to balance accounts	10 E 104 411 110000 000 241 000	02/27/2017	500.00	0.00
TOTALS					500.00	500.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>	
16-00221	Transfer-Conference Change	2016-2017	02/27/2017	Submit Transfer	History	
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Reading Conference paid for from Title budget for staff Second Staff planned to attend cancelled	10 E 821 940 122110 000 210 000	02/27/2017	0.00	374.00
2		Reading Conference paid for from Title budget for staff Second Staff planned to attend cancelled	10 E 821 411 122110 000 210 000	02/27/2017	374.00	0.00
TOTALS					374.00	374.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>	
16-00220	Transfer SH Social Studies funds to pay for s	2016-2017	02/27/2017	Submit Transfer	History	
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer funds from this account to cover headphones for SH Social Studies students/classrooms.	10 E 400 479 127000 000 127 000	02/27/2017	0.00	120.00
2		Transfer funds into this account to cover the cost of headphones for SH Social Studies students/classrooms.	10 E 400 411 127000 000 127 000	02/27/2017	120.00	0.00
TOTALS					120.00	120.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS	
16-00219	Transfer to pay for FCCLA Advisor registratio	2016-2017	02/26/2017	Submit Transfer	History	
LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to pay for FCCLA Advisor registration/hotel from correct accounts	10 E 400 341 256770 000 135 000	02/24/2017	0.00	338.00
2		Transfer to pay for FCCLA Advisor registration/hotel from correct accounts	10 E 400 342 135000 000 135 000	02/24/2017	338.00	0.00
3		Transfer to pay for FCCLA Advisor registration/hotel from correct accounts	10 E 400 341 256770 000 135 000	02/24/2017	0.00	80.00
4		Transfer to pay for FCCLA Advisor registration/hotel from correct accounts	10 E 400 940 135000 000 135 000	02/24/2017	80.00	0.00
TOTALS					418.00	418.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS	
16-00218	Need funds for printing of more recognition c	2016-2017	02/22/2017	Submit Transfer	History	
LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds to print more recognition cards	10 E 810 440 232000 000 232 000	02/22/2017	0.00	234.00
2		Funds to print more recognition cards	10 E 810 354 258000 000 232 000	02/22/2017	234.00	0.00
3		needed for general supplies	10 E 810 413 232000 000 232 000	02/22/2017	0.00	250.00
4		needed for general supplies	10 E 810 411 232000 000 232 000	02/22/2017	250.00	0.00
TOTALS					484.00	484.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS	
16-00217	Money for Books	2016-2017	02/22/2017	Submit Transfer	History	
LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Money for Books	10 E 102 434 222200 000 220 000	02/22/2017	0.00	47.96
2		Money for books	10 E 102 432 222200 000 220 000	02/22/2017	47.96	0.00
TOTALS					47.96	47.96

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS	
16-00216	Money for Books	2016-2017	02/22/2017	Submit Transfer	History	
LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Money for Books	10 E 102 431 222200 000 220 000	02/22/2017	0.00	400.00
2		Money for books	10 E 102 432 222200 000 220 000	02/22/2017	400.00	0.00
TOTALS					400.00	400.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00215	Transfer funds to cover the difference in the	2016-2017	02/21/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>		
1		Transfer funds to this account to pay difference in cost of Nearpod subscription for classroom.	10 E 400 435 127000 000 127 000	02/21/2017	21.71	0.00		
2		Transfer funds from this account to pay for difference in cost of Nearpod subscription for classroom.	10 E 400 472 127000 000 127 000	02/21/2017	0.00	21.71		
TOTALS					21.71	21.71		

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00214	Transfer funds to cover Psych Material costs	2016-2017	02/21/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>		
1		Transfer funds to this account to cover cost of Psych Materials for Bree Sandquist's classroom	10 E 400 411 127000 000 127 000	02/21/2017	67.43	0.00		
2		Transfer funds from this account to cover cost of Psych Materials for Bree Sandquist's classroom.	10 E 400 413 127000 000 127 000	02/21/2017	0.00	67.43		
TOTALS					67.43	67.43		

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00213	Transfer to cover travel expense for WSRA	2016-2017	02/21/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>		
1		Transfer to cover travel expense for WSRA	27 E 809 940 221300 517 809 000	02/20/2017	0.00	285.00		
2		Transfer to cover travel expense for WSRA	27 E 809 342 221300 517 809 000	02/20/2017	285.00	0.00		
TOTALS					285.00	285.00		

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>			
16-00212	Transfer to cover cost of food for History Da	2016-2017	02/21/2017	Submit Transfer	History			
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>		
1		Transfer funds into this account to cover cost of food for JH History Day Contest	10 E 300 415 127000 000 127 000	02/20/2017	61.47	0.00		
2		Transfer funds from this account to alternate account to pay for History Day food.	10 E 300 413 127000 000 127 000	02/20/2017	0.00	61.47		
TOTALS					61.47	61.47		

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>	
16-00211	Transfer funds from other books account to co	2016-2017	02/21/2017	Submit Transfer	History	
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer funds to this account for Civil War Day	10 E 300 411 127000 000 127 000	02/20/2017	304.54	0.00
2		Transfer funds from this account to pay for Civil War day events	10 E 300 479 127000 000 127 000	02/20/2017	0.00	304.54
TOTALS					304.54	304.54

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>	
16-00210	Transfer funds to General account to use for	2016-2017	02/21/2017	Submit Transfer	History	
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer funds to General account to use for Concert items	10 E 106 434 125000 000 125 000	02/17/2017	0.00	87.65
2		Transfer funds to General account to use for Concert items	10 E 106 473 125000 000 125 000	02/17/2017	0.00	14.88
3		Transfer funds to General account to use for Concert items	10 E 106 411 125000 000 125 000	02/17/2017	102.53	0.00
TOTALS					102.53	102.53

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>	
16-00209	Transfer to pay conference hotel from correct	2016-2017	02/21/2017	Submit Transfer	History	
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer to pay conference hotel from correct account	10 E 825 342 221100 000 210 000	02/17/2017	0.00	139.00
2		Transfer to pay conference hotel from correct account	10 E 825 342 221200 000 210 000	02/17/2017	139.00	0.00
TOTALS					139.00	139.00

<u>BATCH</u>	<u>DESCRIPTION</u>	<u>FISCAL YEAR</u>	<u>POST DATE</u>	<u>BATCH ORIGIN</u>	<u>STATUS</u>	
16-00208	Transfer to pay conference food from correct	2016-2017	02/21/2017	Submit Transfer	History	
<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		Transfer to pay conference food from correct account	10 E 825 342 221100 000 210 000	02/17/2017	0.00	21.95
2		Transfer to pay conference food from correct account	10 E 825 415 221100 000 210 000	02/17/2017	21.95	0.00
TOTALS					21.95	21.95

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00207	Transfer to balance accounts	2016-2017	02/17/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transferring money to balance accounts	10 E 104 413 110000 000 102 000	02/16/2017	0.00	150.00
2		Transferring money to balance accounts	10 E 104 413 110000 000 103 000	02/16/2017	150.00	0.00
3		Transferring money to balance accounts	10 E 104 417 110000 000 241 000	02/16/2017	0.00	400.00
4		Transferring money to balance accounts	10 E 104 413 110000 000 103 000	02/16/2017	400.00	0.00
5		Transferring money to balance accounts	10 E 104 342 241000 000 241 000	02/16/2017	0.00	500.00
6		Transferring money to balance accounts	10 E 104 413 110000 000 103 000	02/16/2017	500.00	0.00
TOTALS					1,050.00	1,050.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00206	Art general supply purchases	2016-2017	02/17/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds not needed for additional art paper purchases	10 E 103 417 121000 000 121 000	02/16/2017	0.00	846.75
2		Funds needed for tripod and general supply purchases	10 E 103 411 121000 000 121 000	02/16/2017	846.75	0.00
TOTALS					846.75	846.75

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
16-00205	Transfer to pay for UWO Mathematical Competit	2016-2017	02/15/2017	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to pay for UWO Mathematical Competition from correct account	10 E 200 411 124000 000 124 000	02/15/2017	0.00	49.00
2		Transfer to pay for UWO Mathematical Competition from correct account	10 E 200 341 256770 000 124 000	02/15/2017	49.00	0.00
TOTALS					49.00	49.00

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



D.C. Everest Senior High School

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

Thomas W. Johansen, Principal
 Todd J. Bohm, Assistant Principal
 Gina L. Lehman, Assistant Principal

March 15, 2017

Dr. Kristine Gilmore, Superintendent
 D.C. Everest Senior High School
 6300 Alderson Street
 Schofield, WI 54476

Dear Dr. Gilmore:

I have received application from the following high school students for the Youth Options Program enrollment at NTC for the first semester of the 2017-18 school year. These course selections meet the requirements for youth options course enrollments. I recommend these applications be approved and tuition be paid in full by the district.

Name	Course(s) Applied For	HS Credit	Alternate Course(s) Applied For	HS Credit
Student 1	Introduction to Programming, 10-152-310	¾		
Student 2	Orientation to Agriculture Studies, 10-091-101	¼	Agriculture Computer Applications, 10-091-175 Principals of Sustainability, 10-806-112	½ ¾

I have received applications from the following students at the high school for the Youth Options Program enrollment at NTC for the first semester of the 2017-18 school year. Please be aware that all the courses are comparable courses to what we offer at the high school; therefore, the students are required to pay full tuition for these courses.

Name	Course(s) Applied For	HS Credit	Alternate Course(s) Applied For	HS Credit
Student 2	Intermediate Algebra w/Apps, 10-804-118 Psychology of Human Relations, 10-809-199 Economics, 10-809-195	0 0 0	Cents and Sensibility, 10-809-101	0

Sincerely,

Thomas W. Johansen, Principal



D.C. Everest Senior High School

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

Thomas W. Johansen, Principal
 Todd J. Bohm, Assistant Principal
 Gina L. Lehman, Assistant Principal

April 15, 2017

Dr. Kristine Gilmore, Superintendent
 D.C. Everest Senior High School
 6300 Alderson Street
 Schofield, WI 54476

Dear Dr. Gilmore:

I have received applications from the following high school students for the Youth Options Program enrollment at UW-Marathon Center for the first semester of the 2017-18 school year. These course selections meet the requirements for youth options course enrollments. I recommend these applications be approved and tuition be paid in full.

Name	Course(s) Applied For	HS Credit	Alternate Course(s) Applied For	HS Credit
Student 1	Calculus & Analytical Geometry III, 223	1	Calculus of Several Variables, 234	$\frac{3}{4}$
Student 2	French – 3 rd Semester, 201 Intro. to Philosophy, 101 Intro. to the Study of Religion, 101 Women in the Arts, 290 Intro. To Women's Studies, 101	1 $\frac{3}{4}$ 0 $\frac{3}{4}$ $\frac{3}{4}$	Education in a Pluralistic Society, 220	$\frac{3}{4}$
Student 3	The Literature of Sport, 286	$\frac{3}{4}$		
Student 4	Calculus & Analytical Geometry III, 223 Linear Mathematics, 224	1 1	Calculus of Several Variables, 234	$\frac{3}{4}$

I have received applications from the following students at the high school for the Youth Options Program enrollment at UW-Marathon Center for the first semester of the 2017-18 school year. Please be aware that all the courses are comparable courses to what we offer at the high school; therefore, the students are required to pay their own tuition in full.

Name	Course(s) Applied For	HS Credit	Alternate Course(s) Applied For	HS Credit
Student 2	Introduction to Painting, 121	0		
Student 3			A Theme in Literature, 281	0

Sincerely,

Thomas W. Johansen, Principal

Calumet rolling tripod	\$1	\$250	250
wood benches	5	\$25	\$125
wood stools	2	\$30	\$60
Image maker- special effects projection box	\$1	\$100	100
photoflex multidome light boxes	2	\$150	\$300
Ultra 600 white lighting	4	\$135	\$540
Calumet air cushioned light stand	1	\$50	\$50
6 foot- 3 legged light stand	1	\$40	\$40
Photoflex lightstand LS-2212	1	\$70	\$70
Bogen 3236 professional tripod	1	\$350	\$350
Atkay Senior III 8' Camera Mono-Stand	1	\$1,250	\$1,250
Canvas backdrops mounted to roller	6	\$650	\$3,900
Paper Backdrop mounted to roller	7	\$100	\$700
Painted Muslin backdrops	6	\$200	\$1,200
			\$8,935.00

Fundraiser Application

Name of Group or Organization	Intramural Tennis (grades 6-8)
Representative Completing Form	Nicole Paulson
Work Phone Number	ext 2109
Cell Phone Number	715-370-0863
E-Mail Address	npaulson@dce.k12.wi.us

Please describe the details of the fundraiser below.

Getting sponsors for a tennis-a-thon

What do you expect your total revenues to be?	1500
What do you anticipate your total expenses to be?	\$0
Estimated fundraiser profit	\$1500

Describe how profits from this fundraiser will be used this year to enhance the experience of all students in the program.

to pay coaches, bussing, uniforms, equipment

Fundraiser Start Date	04/13/17
Fundraiser End Date	05/20/17

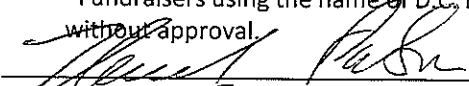
Two fundraisers that include non-exempt food items sold during the school day are allowed for each group per year. Duration of these fundraisers may not exceed 2 weeks.

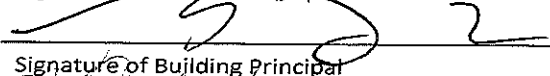
Please place an 'X' in the YES or NO column below for each question	Yes	No
Will fundraiser include non-exempt food items sold during the day?		X
Have you been approved for a non-exempt food item fundraiser previously?		X
Will you be soliciting local businesses? (Fundraisers that solicit local businesses require school board approval.)	X	
Will alcohol be served or sold during the activity?		X
Will these funds be housed in a district activity account?	X	
Will the fundraiser use the name of D.C. Everest Schools?*		

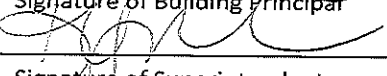
Instructions:

- 1) Complete and sign form (teacher, coach, co-curricular supervisor, or designated staff member.)
- 2) Submit to the principal for approval and signature.
- 3) Principal submits form to superintendent and school board for approval.

*Fundraisers using the name of D.C. Everest Schools, either directly or indirectly or implied are not permitted without approval.

	2-17-17
Signature of Fundraiser Representative	Date

	2-21-17
Signature of Building Principal	Date

	2/24-2017
Signature of Superintendent	Date

School Board	Date
Approved 10/13/16	



Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	DEFINITIONS
Number	po0100*
Status	First Reading

0100 - DEFINITIONS

The bylaws of the School Board of this District incorporate quotations from the laws and administrative code of the State of Wisconsin. Such quotations may be substantively altered only by appropriate legislative, judicial, or administrative action.

Whenever the following items are used in these bylaws and policies, they shall have the meaning set forth below:

Administrative Guideline

A statement, based on policy, usually written, which outlines and/or describes the means by which a policy should be implemented and which provides for the management cycle of planning, action, and assessment or evaluation.

~~Agreement~~

~~A collectively negotiated contract with a recognized bargaining unit.~~

Apps and Web Services

Apps/Web services are software (i.e., computer programs) that support the interaction of personal communication devices (as defined in Bylaw 0100) over a network, or client-server applications in which the user interface runs in a web browser. Apps/Web services are used to communicate/transfer information/data that allow students to perform actions/tasks that assist them in attaining educational achievement goals/objectives, enable staff to monitor and assess their students' progress, and allow staff to perform other tasks related to their employment. Apps/Web services also are used to facilitate communication to, from and among and between, staff, students, and parents.

Board

The School Board also commonly referred to as the School Board.

Bylaw

Rule of the Board for its own governance.

Clerk

The chief clerk of the School Board. (See Bylaw 0170)

District

The School District.

~~District Administrator~~

~~The chief executive officer of the School District sometimes locally referred to as Superintendent. In policy, capitalization of the term District Administrator implies delegation of responsibilities to appropriate staff members.~~

Due Process

Procedural due process requires prior knowledge (a posted discipline code), notice of offense (accusation), and the opportunity to respond. Specific due process requirements are dependent upon the circumstances and may vary depending on such circumstances.

Full Board

Authorized number of voting members entitled by law to govern the District. The full Board is the total number of Board members authorized by law regardless of the number of current sitting members.

Information Resources

The Board defines information resources to include any data/information in electronic, audio-visual or physical form or any hardware or software that makes possible the storage and use of data/information. This definition includes but is not limited to electronic mail, voice, mail, social media, text messages, databases, CD-ROMs/DVDs, web sites, motion picture film, recorded magnetic media, photographs, digitized information, or microfilm. This also includes any equipment, computer facilities, or online services used in accessing, storing, transmitting, or retrieving electronic communications.

May

This word is used when an action by the Board or its designee is permitted but not required.

Medical Advisor

The School District is required to appoint a Medical Advisor. The medical advisor shall be a licensed physician and will participate in the annual review of the District emergency nursing services plan. The School District may also have the medical advisor fulfill other roles. (PI 8.01(g)(3))

Meeting

Any gathering which is attended by or open to all of the members of the Board, held with the intent on the part of the members of the body present to discuss or act as a unit upon the specific public business of that body. Wis. Stat. 19.82(2).

Parent

The natural, adoptive, or surrogate parents or the party designated by the courts as the legal guardian or custodian of a student. Both parents will be considered to have equal rights unless a court of law decrees otherwise.

Personal Communication Devices

Personal communication devices ("PCDs") include computers, laptops, tablets, e-readers, cellular/mobile phones, smartphones, and/or other web-enabled devices of any type.

Policy

A general, written statement by the governing Board which defines its expectations or position on a particular matter and authorizes appropriate action that must or may be taken to establish and/or maintain those expectations.

President

The chief executive officer of the School Board. (See Bylaw 0170)

Principal

The educational leader and head administrator of one (1) or more District schools. In policy and administrative guidelines, implies authority to delegate responsibilities to appropriate members of his/her staff.

Professional Staff Member

District employees that are either certified teachers employed in a position for which certification is a requirement of employment or administrative employees that are responsible for oversight or supervision of a component or components of the District's operation, or serve as assistants to such persons, regardless of whether they hold an administrative contract or are required to have administrator certification, but excluding the ~~District Administrator~~/Superintendent.

Relative

The mother, father, sister, brother, spouse, parent of spouse, child, grandparents, grandchild, or dependent in the immediate household.

Shall

This word is used when an action by the Board or its designee is required. (The word "will" or "must" signifies a required action.)

Student

A person who is officially enrolled in a school or program of the District.

Superintendent

~~As noted under District Administrator, locally some districts refer to t~~he chief executive officer of the School District is referred to as Superintendent. In policy, capitalization of the "S" in Superintendent implies delegation of responsibilities to appropriate staff members.

Support Staff

Any employee who provides support to the District's program and whose position does not require a professional certificate. This category includes special education paraprofessionals.

Technology Resources

The Board defines technology resources to include computers, laptops, tablets, e-readers, cellular/mobile telephones, smartphones, web-enabled devices, video and/or audio recording equipment, SLR and DSLR cameras, projectors, software and operating systems that work on any device, copy machines, printers and scanners, information storage devices (including mobile/portable storage devices such as external hard drives, CDs/DVDs, USB thumb drives and memory chips), the computer network, Internet connection, and online educational services and apps.

Treasurer

The chief financial officer of the District. (See Bylaw 0170)

Vice-President

The Vice-President of the School Board. (See Bylaw 0170)

Voting

A vote at a meeting of the School Board. The law requires that Board members must be present in order to have their vote officially recorded in the Board minutes, and to be available for a roll call vote. A Board member may be present at a meeting if attending by telephone or other manner of remote access, so long as such remote access is compliant with State law, provided that the meeting is properly held. No voting by Proxy may be recorded or counted in an official vote of the Board. Remote access during quasi-judicial functions (e.g. termination hearings, expulsions) may be permitted after consultation with legal counsel.

Citations to Wisconsin statutes are shown by the Section Number (e.g., 120.11, Wis. Stats.). Citations to the Wisconsin Administrative Code are prefaced P.I. (e.g., P.I. 11). Citations to the United States Code are noted as U.S.C., Federal Register are noted as F.R., and the Code of Federal Regulations as C.F.R.

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Last Modified by Ellen Suckow on February 9, 2017

Book	Policy Manual
Section	VOL. 26, No. 1
Title	VOL. 26, NO. 1 New REQUIRED PUPIL ACADEMIC STANDARDS AGENDA ITEM
Number	po0151.2*
Status	First Reading

0151.2 - Required Student Academic Standards Agenda Item

At the first school Board meeting in July, the Board shall include an item on the agenda to approve a notice that clearly identifies the student academic standards under §118.30(1g)(a)1 that will be in effect for that school year.

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Last Modified by Ellen Suckow on February 2, 2017



Book Policy Manual
 Section Policies For First Reading 2-22-17
 Title VOL. 26, NO. 1 New GROUP HEALTH PLANS
 Number po1619*
 Status First Reading

1619 - **GROUP HEALTH PLANS**

The Board of Education shall have discretion to establish and maintain group health plans for the benefit of eligible employees. These group health plans may provide certain health benefits to employees as permitted by law.

The Board has elected to provide minimum value health coverage for some or all of its eligible employees. The terms and conditions of the health coverage are set forth in the appropriate plan documents.

~~Eligible employees who have coverage through the employer of a working spouse may receive additional compensation if they waive the District's medical coverage. Eligible employees who waive the medical coverage will be paid an additional monthly quarterly compensation equal to _____% of the cost of single medical coverage for that employee, with the understanding that this additional compensation is subject to FICA, Medicare, and Federal, State and local income tax. To receive this compensation, the eligible employee must provide the District with proof of medical coverage provided by the spouse's employer. **[This policy should be adopted only if the District has established a flexible benefit plan qualified by the Internal Revenue Service].**~~

~~The Board has elected not to provide minimum value health coverage for any of its eligible employees. The Board is aware that the failure to offer minimum value health coverage to employees may result in penalties under the Affordable Care Act.~~

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Last Modified by Ellen Suckow on February 9, 2017



Book Policy Manual
 Section Policies For First Reading 2-22-17
 Title VOL. 26, NO. 1 New PRIVACY PROTECTIONS OF SELF-FUNDED GROUP HEALTH PLANS
 Number po1619.01*
 Status First Reading
 Last Revised February 9, 2017

1619.01 - **PRIVACY PROTECTIONS OF SELF-FUNDED GROUP HEALTH PLANS**

The Board of Education provides coverage to eligible employees under self-funded group health plans. The Board has established the following self-funded group health plans:

- A. ~~() Medical Plan~~
- B. ~~() Prescription Drug Plan~~
- C. () Dental Plan
- D. ~~() Vision Plan~~
- E. () Employee Assistance Plan
- F. ~~() Long term Care Plan (not long term disability)~~
- G. ~~() Health Flexible Spending Accounts (FSA)~~
- H. ~~() Other; specify _____~~

The Board acknowledges that these group health plans are required to comply with the Health Insurance Portability and Accountability Act (HIPAA) Privacy Rule. Certain health information maintained by these group health plans is afforded significant protection by this Federal law.

The Board hereby appoints the Human Resources Director to serve as the Privacy Official of the group health plans. The Privacy Official shall develop, propose to the Board, and implement policies and procedures for the group health plan(s) relating to the use and disclosure of Protected Health Information. The Privacy Official shall verify that the policies and procedures are current and comply with Federal law.

The Board also acknowledges that the HIPAA Security Rule requires the group health plans to implement various security measures with respect to electronic protected health information. The Board hereby appoints the Human Resources Director to serve as the Security Official of the group health plans.

The Board's Security Official shall conduct a risk analysis and develop, propose to the Board, and implement internal policies and procedures for the group health plan(s) relating to the security of electronic protected health information, if applicable. The Security Official shall verify that the policies and procedures are current and comply with Federal law.

The Board delegates authority to the Privacy Official and/or the Security Official to undertake such other actions as provided by the HIPAA administrative procedures in effect from time to time. The Privacy Official and/or Security Official shall report his/her progress to the Board.

The Department of Health and Human Services (HHS) has the authority to impose civil monetary penalties upon Covered Entities. HHS has not historically imposed these penalties directly upon individuals. Notwithstanding the foregoing, the Board

agrees to indemnify and hold harmless the Privacy Official and the Security Official in connection with the performance of their delegated duties for the group health plans except to the extent that any liability is imposed as the result of intentional misconduct or gross negligence by the Privacy Official and/or Security Official as defined by law.

The group health plans administrator(s) shall provide timely notifications of breaches of unsecured protected health information in accordance with the Health Information Technology for Economic and Clinical Health (HITECH) Act and Accompanying regulations.

The Board reserves the right to revoke any or all appointments set forth in this policy at any time for any reason.

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Legal 20 U.S.C. 1232g
 29 C.F.R. Part 1635
 42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
 45 C.F.R. 160.102(a), 164.530(a), 164.530(i), 164.308(a)(2)
 42 U.S.C. 1320d-5(a)(1)

Last Modified by Ellen Suckow on February 9, 2017



Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	VOL. 26, NO. 1 New PRIVACY PROTECTIONS OF FULLY INSURED GROUP HEALTH PLANS
Number	po1619.02*
Status	First Reading
Last Revised	February 22, 2017

1619.02 - **PRIVACY PROTECTIONS OF FULLY INSURED GROUP HEALTH PLANS**

The Board of Education provides coverage to eligible employees under fully insured group health plans. The Board has established the following fully insured group health plans:

- A. Medical Plan
- B. Prescription Drug Plan
- C. ~~Dental Plan~~
- D. ~~Vision Plan~~
- E. ~~Employee Assistance Plan~~
- F. ~~Long term Care Plan (not long term disability)~~
- G. ~~Other; specify _____~~

The Board acknowledges that these group health plans are required to comply with the Health Insurance Portability and Accountability Act (HIPAA) Privacy Rule as amended by Title I of the Genetic Information Nondiscrimination Act (GINA). Fully insured group health plans generally are exempt from many of the requirements imposed upon self-funded group health plans.

The Board also acknowledges that these fully insured group health plans are required to comply with the HIPAA Security Rule. The group health plans, working together with the insurer, will ensure the confidentiality, integrity, and availability of the group health plans' electronic protected health information in accordance with the HIPAA Security Rule.

The Board hereby appoints the Director of Human Resources to serve as the Security Official of the group health plans. All of the group health plans' functions are carried out by the insurer and the insurer owns and/or controls all of the equipment and media used to create, maintain, receive, and transmit electronic protected health information relating to the group health plans. Accordingly, the insurer is in the best position to implement the technical, physical, and administrative safeguards required by the HIPAA Security Rule.

The Security Official does not have the ability to assess or adjust the insurer's policies related to the HIPAA Security Rule. Accordingly, unless otherwise determined by the Security Official, the group health plans shall utilize as administrative guidelines the insurer's own policies addressing security measures for the group health plans' electronic Protected Health Information.

~~+~~ The U.S. Department of Health and Human Services (HHS) has the authority to impose civil monetary penalties upon Covered Entities. HHS has not historically imposed these penalties directly upon individuals. Notwithstanding the foregoing, the Board agrees to indemnify and hold harmless the Privacy Official and Security Official in connection with the performance of their delegated duties for the group health plans, except to the extent that any liability is imposed as the result of intentional misconduct or gross negligence by the Privacy Official or Security Official as defined by law.

The fully insured group health plans established by the Board shall:

- A. Refrain from taking any retaliatory action against any individual from exercising any right under the plan, filing a complaint with Health and Human Services, participating in any proceeding under Part C of Title XI of the Social Security Act, or opposing any act or practice made unlawful by the Privacy Rule provided that the individual has a good faith belief that the practice opposed is unlawful.
- B. Not impose a requirement that participants waive their rights under the Privacy Rule as a condition of the provision of payment, enrollment in a health plan, or eligibility of benefits.
- C. If the plan document is amended in accordance with the Privacy Rule, the plan must retain a copy of the plan document as amended for six (6) years from the date of its amendment or the date when it last was in effect, whichever is later.
- D. Provide notification to affected individuals, the Secretary of the U.S. Department of Health and Human Services, and the media (when required), if the plan or one of its business associates discovers a breach of unsecured protected health information, in accordance with the requirements of HIPAA and its implementing regulations.

Fully insured group health plans established by the Board shall not create or receive protected health information, except for:

- A. Summary health information. Summary health information is de-identified information that summarizes claims history, claims expenses, or type of claims experienced by health plan participants.
- B. Information on whether an individual is participating in a group health plan, or is enrolled in or has disenrolled from a health insurance issuer or HMO offered by the plan.
- C. Information disclosed to the plan under a signed authorization that meets the requirements of the Privacy Rule.

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Legal 20 U.S.C. 1232g
 29 C.F.R. Part 1635
 42 U.S.C. 1320d-2
 42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
 Health Insurance Portability and Accountability Act (HIPAA)
 45 C.F.R. 160.102(a), 164.302, 164.308 (a)(2), 164.404, 164.406, 164.408
 45 C.F.R. 164.502, 164.502(a), 164.520(a), 164.530(g), 164.530(h), 164.530(j)
 45 C.F.R. 164.530(k)

Last Modified by Ellen Suckow on February 9, 2017



Book Policy Manual
 Section Policies For First Reading 2-22-17
 Title VOL. 26, NO. 1 New Patient Protection and Affordable Care Act
 Number po1619.03*
 Status First Reading
 Last Revised February 22, 2017

1619.03 - Patient Protection and Affordable Care Act

The Board of Education acknowledges that the Patient Protection and Affordable Care Act ("ACA") imposes certain obligations upon the District. Such obligations may include the following:

A. The District shall notify new employees of health insurance options available through the Health Insurance Marketplace within fourteen (14) days of an employee's employment start date. Sample form notices are available from the U.S. Department of Labor at:

<http://www.dol.gov/ebsa/healthreform/regulations/coverageoptionsnotice.html>

B. Employees of the District have the option to enroll in the Health Insurance Marketplace. If a full-time employee (as defined by the ACA) of the District enrolls in the Health Insurance Marketplace and receives a subsidy, then the District may be liable for a penalty.

In event that the District concludes that it is fiscally-wise to incur the potential penalty in lieu of providing affordable, minimum value coverage to all full-time employees, the District shall incur the potential penalty.

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Legal 26 USC 4980H
 29 USC 218B

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Book	Policy Manual
Section	VOL. 26, No. 1
Title	EDUCATIONAL OPTIONS
Number	po2370*
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 2, 2017

2370 - **EDUCATIONAL OPTIONS**

The Board of Education recognizes the need to provide alternative means by which students achieve the goals of the District.

An optional plan to meet the recognized educational needs of a student shall be approved by the Superintendent or designee. The Superintendent shall prepare a plan of educational options for use in meeting special needs.

Such options shall be consistent with Chapter 118 and may include, but not be limited to, tutorial programs, independent study, correspondence courses, work-study or school work training programs, high school equivalency programs, technical college programs, summer school, early college entrance, etc.

Credit may be granted to the student upon complete evaluation of the program.

The credit shall be placed on the student's transcript. The amount of credit counting toward graduation shall comply with the graduation requirements of the State and the District.

A list of all educational options available to students who reside in the District shall be provided to all parents on an annual basis. The list shall include public schools, private schools participating in a parental choice program, charter schools, virtual schools, full-time open enrollment, youth options, and course options. Such notice shall be published as a Class 1 notice, pursuant to State law requirements, and ~~the Board shall~~ posted on its website ~~a description of all educational options available to students~~ no later than January 31st each year. This notice shall include the performance category assigned to each school within the District, including charter schools and private schools participating in parental choice and shall inform parents that the full reports described in Policy 2605 are available on the website.

Legal 115.385(4), 118.15, 118.55, 118.57 Wis. Stats.

Last Modified by Ellen Suckow on February 2, 2017

Book	Policy Manual
Section	VOL. 26, No. 1
Title	HEALTH EDUCATION
Number	po2413*
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 2, 2017

2413 - **HEALTH EDUCATION**

The School Board, in compliance with State law, has adopted a comprehensive program of health education which will prepare students to maintain good health and enable them to adapt to changing health problems of our society.

The Board recognizes that this program, like others the District offers, may contain content and/or activities that some parents find objectionable. The District shall notify the parents, in advance of the instruction and about the content of the instruction and give the parents an opportunity to review the materials to be used.

Students in grades seven (7) through twelve (12)the high school will be provided instruction in cardiopulmonary resuscitation and cardiocerebral resuscitation including instruction on the psychomotor skills necessary to perform both skills as part of any health education course offered.

Students in grades seven (7) through twelve (12)7 through 12 will be provided instruction about automated external defibrillators as identified in Policy 8452 - Automated External Defibrillators. [NOTE: Actions in this paragraph are required for students in grades seven (7) through twelve (12).]

The Superintendent shall prepare administrative guidelines that ~~require~~~~will ensure~~ the health education program includes appropriate learning experiences related to such topics as use, abuse, and effects of drugs, alcohol, and tobacco; mental, physical, and dental health; disease prevention and control; accident prevention; and related health and safety topics;

In implementing the program, the Superintendent may use whatever District and outside resources, including Department of Education guidelines and consultants, s/he deems appropriate.

Legal 115.35, Wis. Stats.

Last Modified by Ellen Suckow on February 2, 2017



Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	EXCEPTIONAL EDUCATION NEEDS
Number	po2460*
Status	First Reading
Adopted	May 25, 2016

2460 - **EXCEPTIONAL EDUCATION NEEDS**

The School Board shall provide a free, appropriate public education to all eligible disabled persons ages three (3) through twenty-one (21) which complies with Federal and State laws and guidelines.

The District provides a continuum of special education services. The determination of the need and extent of services provided shall be subject to the Individual Education Program (IEP) developed for the child. A special education handbook shall meet legal requirements and outline specific policies and procedures relative to the implementation of programming for students with disabilities.

The Board and Administration supports the requirements of State and Federal law that students with disabilities be educated, to the maximum extent appropriate, with children who are nondisabled. The Board further supports the State and Federal requirement that a continuum of alternative placements be available to meet the needs of students with disabilities eligible for special education services under the Individuals with Disabilities Education Act (IDEA).

The District identifies, locates, and evaluates all children with disabilities, regardless of the severity of the disability, who are in need of special education and related services. This includes children attending private schools, who are not yet three (3) years of age, highly mobile children such as migrant children and children and youth in transition, and children who are suspected of being a student with a disability even though they are advancing from grade to grade.

Students with disabilities will take state required test unless otherwise prescribed in their IEP. Test administration procedures may be modified as indicated in a student's IEP.

~~The Superintendent shall prepare whatever administrative guidelines are necessary to ensure effective implementation of the special education program.~~

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Legal	66.30, 115.78 et seq., Wis. Stats. P.I. 11, Wis. Adm. Code IDEA, 20 U.S.C. 1400 et seq.
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Last Modified by Ellen Suckow on February 9, 2017



Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	VOL. 26, NO. 1 New INDEPENDENT EDUCATIONAL EVALUATION (IEE)
Number	po2460.03*
Status	First Reading
Last Revised	February 22, 2017

2460.03 - INDEPENDENT EDUCATIONAL EVALUATION (IEE)

An independent educational evaluation (IEE) is an evaluation conducted by a qualified examiner who is not an employee of this District. A parent has the right to an IEE at public expense if the parent disagrees with an evaluation that the District conducted. For purposes of this policy, "evaluation" means the procedures used to determine whether a child has a disability and the nature and extent of the special education and related services the child needs. In the event the District receives a parent request for an IEE, the District must either provide the IEE at District expense pursuant to this policy or request a due process hearing to show that its evaluation is appropriate. The IEE must meet District criteria for IEEs, which is the same criteria that the District uses when it conducts its own evaluations. If the District requests a due process hearing and the hearing officer determines that the District's evaluation is appropriate, the parent still has the right to an IEE, but not at public expense. Parents may only request one publicly funded IEE for each evaluation completed by the District.

Procedures to Obtain an IEE at Public Expense

- A. The parent should submit to the District a written request for an IEE, and should include in such request an explanation of their reasons for objecting to the evaluation obtained by the District. However, the District will not deny parents a publicly funded IEE because they fail to provide the District with such a written request or fail to provide reasons for requesting an IEE.
- B. If a parent requests an IEE, the District will provide the following information:
 1. A list of the names and addresses of IEE examiners located in the area. The list will consist of IEE examiners who, in the District's judgment, are qualified to perform the evaluation requested by the parents. If a qualified examiner is not located in the area, the District will identify a qualified examiner elsewhere in the State of Wisconsin.
 2. A description of the District's criteria for selection of IEE examiners.
- C. Minimum qualifications for IEE examiners. The District will not pay for an IEE unless the IEE complies with the following criteria or the parents can show unique circumstances that justify a publicly funded IEE that does not meet the criteria.
 1. The prospective IEE examiner (the "examiner") must hold a valid license from the State of Wisconsin in the field related to the known or suspected disability. The examiner must have extensive training in the evaluation of the area(s) of concern and be able to interpret instructional implications of the evaluation results. In instances where no "applicable license" exists, the evaluator must provide documentation of extensive and recent training and experience related to the known or suspected disability.
 2. The examiner must be located within 100 miles of the District, and must conduct the evaluation within District boundaries.
 3. The examiner may only charge fees for educational evaluation services that, in the sole judgment of the District, are reasonable.
 4. The examiner must be permitted to directly communicate and share information with members of the IEP Team. The examiner must also agree to release the assessment and results, including parent and teacher surveys,

prior to receipt of payment for services.

5. If the District evaluation included an observation of the child in one (1) or more educational settings, the IEE shall include at least one (1) observation in that setting. Evaluators shall make at least one (1) contact with the child's general education teacher for the purpose of determining how the student is progressing in the general curriculum. In addition, evaluators are encouraged to make additional contacts with other involved general or special education teachers. If the purpose of the evaluation is to address a learning disability, an observation of the child is a required evaluation component.

6. The same criteria apply to both public and independent examiners.

D. The maximum allowable cost for an examiner will be the average cost per day or per hour for a similarly qualified staff member employed by the District during the current school year, as determined by the Director of Student Services (not to exceed \$400.00). In the unusual event the examiner is one (1) not typically employed by the District, such as a medical doctor, psychiatrist, clinical psychologist, or other similar professional, reimbursement of costs will be limited to reasonable and customary charges as determined by the District and its insurance carrier. The District shall not be responsible for reimbursement of travel costs or other related costs incurred by the parents in connection with their arrangement of, or their attendance at the IEE, unless the parent can demonstrate that necessary services are not available in the community.

E. The District will permit parents to show that unique circumstances justify an IEE that exceeds the maximum allowable cost. If the total cost of the IEE exceeds the maximum allowable costs and if, in the District's sole judgment, there is no justification for the excess cost, the cost of the IEE will be funded up to the District's maximum allowable cost and no further. The parents shall be responsible for any remaining cost.

For more information, parents may request a copy of Bulletin 99.02 "Independent Educational Evaluations (IEEs)" from the District or from the Department of Public Instruction, Division of Learning Support: Equity and Advocacy.

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Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	EMPLOYMENT OF PROFESSIONAL STAFF
Number	po3120*
Status	First Reading
Adopted	May 25, 2016

3120 - **EMPLOYMENT OF PROFESSIONAL STAFF**

The School Board recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with highly-qualified and competent personnel.

All employees other than the Superintendent or Support Staff Members (Policy 0100 – Definitions) are considered Professional Employees.

In addition, certain categories of staff employed in a professional capacity, such as network manager, but not requiring a license or certification, are considered professional staff. The compensation and benefits for such positions shall be established by the Superintendent.

The Board shall approve the employment, ~~and also, when not covered by any applicable terms of a collective bargaining agreement,~~ fix the compensation, and establish the term of employment for each professional staff member employed by this District.

Such approval shall be given only to those candidates for employment recommended by the Superintendent.

All applications for employment shall be referred to the Human Resources Department.

When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation. All applications for employment shall be referred to the Human Resources Department.

Relatives of Board members may be employed by the Board, provided however, if the Board member will benefit financially either directly or indirectly, the Board member may not participate in any way in the discussion or vote on any matter relating to said employment.

Relatives of staff members may be employed by the Board, however arrangements should be made so that the staff member being employed is not placed in a position in which s/he would be supervised directly by or supervise directly the relative staff member.

Any professional staff member's intentional misstatement of fact material to his/her qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

The employment of professional staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in the educational program. Employment shall be recommended to the Board at the next regular meeting.

No candidate for employment to the professional staff shall receive recommendation for such employment without having provided visual evidence of proper certification or that application for such certification is in process.

For those staff members who will be instructing children in reading and/or language arts pre-school and/or grades kindergarten through sixth grade, their certificate must verify successful completion of instruction that includes the teaching of phonics.

There must also be verification that a satisfactory background check has been conducted by the Department of Public Instruction or appropriate State agency.

Any person who signs a contract to teach in the District must, within ten (10) days after signing the contract, file in the office of the Superintendent a statement showing the date of expiration and the grade and character of the certificate or license held, or evidence of a timely filed extension of such certification with the Department of Public Instruction. Only teachers that hold the appropriate license, permit, or accepted application for extension of certificate for the subject matter and grade level taught shall be considered qualified.

The Superintendent shall prepare procedures for the recruitment and selection of all professional staff which include reporting newly hired employees to the Wisconsin Department of Workforce Development.

DISTRICT SUPPORTED ALTERNATIVE LICENSING PROGRAMS

As part of the Board's efforts to provide the highest quality education for all students in all subject areas, the Board authorizes the Superintendent, where appropriate, to support teacher licensure opportunities.

EXPERIENCED-BASED LICENSURE FOR TECHNICAL AND VOCATIONAL EDUCATION

"Technical education" means technology education and any technology related occupation

"Vocational education" means agriculture, child services, clothing services, food services, housing and equipment services, family and consumer education, family and consumer services, home economic-related occupations, health care related occupations, trade specialist, business education, business and office, and marketing education.

The Superintendent may support the application for an experience-based license for a teacher to teach in a technical and/or vocational education field, provided that the individual can be credited with at least 100 points using the following system:

1. A. The following points for experience in a technical field (must comprise at least twenty-five (25) of the required 100 points):
 1. For a bachelor's degree in any science, technology, engineering, or mathematics field and any teaching license or permit, or in a field related to the vocational subject, 100 points.
 2. For a bachelor's degree in any science, technology, engineering, or mathematics field, or in a field related to the vocational subject seventy-five (75) points.
 3. For a bachelor's degree in a field other than those described in numbers 1 and 2 above, (65) points.
 4. For industry or vocational certification, ninety (90) points.
 5. For industry experience in a trade or technical field or vocation, five (5) points per forty (40) hours worked up to a maximum of ninety (90) points.
 6. For an internship in a trade or technical field or in the vocation, twenty-five (25) points.
 7. For being mentored in a trade or technical skill or in the vocation by a colleague or a Wisconsin Technology Education Association or a recognized vocational association approved mentor, twenty-five (25) points.
 8. For an apprenticeship in a trade or technical field or in the vocation, five (5) points per forty (40) hours worked up to a maximum of ninety (90) points.
2. The following points for pedagogical experience (must be at least twenty-five (25) out of the 100 required points):
 1. For a bachelor's degree in technical or technology education, 100 points.
 2. For a bachelor's degree in a field other than any science, technology, engineering, mathematics, or technical or technology education field, or in a subject related to the vocation and any teaching license or permit, seventy-five (75) points.
 3. For credit earned at an accredited institution of higher education or technical college, three (3) points per credit up to a maximum of seventy-five (75) points for technical or technology education courses and science, technology, engineering, or mathematics courses or any field related to the vocation and three (3)

points per credit up to a maximum of seventy-five (75) points for education and pedagogical courses.

4. For completing at least 100 hours of training in pedagogy, five (5) points per fifty (50) hours up to a maximum of seventy-five (75) points.

Individuals that have sufficient points may be employed by the District under an experience-based license provided that the Superintendent implements a professional development curriculum for the teacher to follow during the three (3) year period of the initial license. The Superintendent shall monitor the teacher's progress in fulfilling the curriculum.

PROFESSIONAL TEACHING PERMIT

The Superintendent may support the teaching license application of an individual to teach a course in engineering, mathematics, science, computer science, art, music, or world languages that do not yet hold a professional teacher license provided that the following criteria are met:

1. The District is experiencing a shortage in the availability of teachers with professional teaching certification in the subject area and is unable to fill a position with an acceptable licensed teacher.
2. The individual holds at least a bachelor's degree in engineering, mathematics, science, computer science, art, music, or world languages.
3. The individual possesses at least five (5) years of verifiable industry experience in the same field as the bachelor's degree.
4. The individual has completed at least 100 hours of pedagogical training in an alternative teacher licensing program approved by DPI.
5. The Superintendent shall implement a plan to provide supervision of the teacher by a teacher that holds regular professional teaching licensure during the two (2) year period of the permit.
6. The hiring of the teacher under this alternative licensure program will not displace a regularly licensed teacher in the District.

See also AG 3120E

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REQUIREMENTS FOR TITLE I TEACHERS

All teachers hired for a Title I supported program must be "highly qualified."

"Highly Qualified" means:

- A. ~~Full State certification as a teacher or passed State teacher licensing exam and holds current license to teach; certification or license requirements may not be waived on emergency, temporary or provisional basis~~
- B. ~~For elementary teachers new to the profession, this also requires:~~
 1. ~~at least a bachelor's degree~~
 2. ~~passing a rigorous State test on subject knowledge and teaching skills in reading, writing, math, and other areas of elementary curriculum (State certification test may suffice)~~
- C. ~~For secondary or middle school teachers new to the profession this also requires:~~
 1. ~~at least a bachelor's degree, and~~
 2. ~~passing a rigorous State test in each of the subject areas s/he will teach (State certification test may suffice), or~~
 3. ~~for each academic subject taught, having an academic major, course work equivalent to an undergraduate major, a graduate degree, or advanced certification or credentialing~~
- D. ~~For elementary, middle, or secondary school teachers with prior experience, this also requires;~~
 1. ~~at least a bachelor's degree, and~~
 2. ~~meets standards for new teachers (above), or~~
 3. ~~demonstrates competence in all academic subjects s/he teaches based on a uniform State standard of evaluation (standard for academic subject matter and teaching skills set by the State)~~

REQUIREMENTS FOR TEACHERS IN DISTRICTS RECEIVING TITLE I FUNDING

All teachers in a District receiving Title I funds shall be "highly qualified" as described above. The District must have a plan and show annual progress towards meeting these teacher qualification requirements.

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Legal 118.19, 118.21, 118.21(2), 121.02, Wis. Stats.
 20 U.S.C. 6319
 20 U.S.C. 7801

Last Modified by Ellen Suckow on February 15, 2017



Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	JOB DESCRIPTIONS
Number	po3120.01*
Status	First Reading
Adopted	May 25, 2016

3120.01 - **JOB DESCRIPTIONS**

The School Board recognizes that it is essential for District and employee accountability for each staff member to be fully aware of the duties and responsibilities of his/her position. Job descriptions document and describe the essential functions for professional staff positions and thereby promote organizational effectiveness and efficiency. Therefore, the Superintendent or designee shall maintain a current comprehensive, and coordinated set of job descriptions for professional staff positions.

All job descriptions shall be approved by the Superintendent and will be maintained by the Human Resources Department.

As long as the provisions of the job descriptions are not inconsistent with Board policies, or with Federal/State law, they will be considered to be an extension of the policy manual and binding upon all employees.

Each job description shall contain the following provision:

"The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122 throughout his/her employment in the District."

Each job description shall include a statement that reserves authority to the District to assign additional duties and responsibilities as necessary within the scope of the employment position.

Upon employment by the Board, the staff member shall receive of a copy of the current job description for the position for which s/he has been employed. The District's HR Associate shall have the employee sign off on this job description as part of the employment orientation process.

From time-to-time, the Board further recognizes that the Superintendent or designee may find it necessary to revise job descriptions.

During the revision of a job description, the Superintendent or designee may seek input from individuals who hold that position; however, their input may or may not be reflected when the revision of said job description is completed.

Following the revision of a job description, staff members, who hold the positions for which the essential functions are described in that revised job description, shall be provided access to the updated version and the opportunity to discuss the revisions therein with their immediate supervisor.

~~In addition,~~ Ithe Superintendent shall prepare administrative guidelines necessary for the proper implementation of this policy.

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Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	VOL. 26, NO. 1 New PATIENT PROTECTION AND AFFORDABLE CARE ACT
Number	po3419.03*
Status	First Reading
Last Revised	February 22, 2017

3419.03 - **PATIENT PROTECTION AND AFFORDABLE CARE ACT**

The Board of Education acknowledges that the Patient Protection and Affordable Care Act ("ACA") imposes certain obligations upon the District. Such obligations may include the following:

- A. The District shall notify new employees of health insurance options available through the Health Insurance Marketplace within fourteen (14) days of an employee's employment start date. Sample form notices are available from the U.S. Department of Labor at:

<http://www.dol.gov/ebsa/healthreform/regulations/coverageoptionsnotice.html>

- B. Employees of the District have the option to enroll in the Health Insurance Marketplace. If a full-time employee (as defined by the ACA) of the District enrolls in the Health Insurance Marketplace and receives a subsidy, then the District may be liable for a penalty.

In event that the District concludes that it is fiscally-wise to incur the potential penalty in lieu of providing affordable, minimum value coverage to all full-time employees, the District shall incur the potential penalty.

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Legal	26 USC 4980H
	29 USC 218B

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Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	EMPLOYMENT OF SUPPORT STAFF
Number	po4120*
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 25, 2017

4120 - **EMPLOYMENT OF SUPPORT STAFF**

The School Board recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with qualified and competent support staff.

All employees other than the Superintendent or Professional Staff Members (Policy 0100 – Definitions) are considered Classified or Support Employees.

The Board shall approve the employment, fix the compensation, and establish the term of employment for each support staff member employed by this District.

Such approval shall be given only to those candidates for employment recommended by the Superintendent.

All applications for employment shall be referred to the Human Resources Department.

When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation. All applications for employment shall be referred to the Human Resources Department.

Relatives of Board members may be employed by the Board, provided the Board member does not participate in any way in the discussion or vote on any matter related to said employment.

Relatives of staff members may be employed by the Board provided the staff member being employed is not placed in a position in which s/he would be supervised directly by the relative staff member.

Any support staff member's intentional misstatement of fact material to his/her qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

The employment of support staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in District operations. Employment shall be recommended to the Board at the next regular meeting.

When appropriate, no candidate for employment as a support staff member shall receive recommendation for such employment without having proffered visual evidence of proper certification, when appropriate, or that application for such certification is in process. There must also be verification that a satisfactory background check has been conducted in compliance with District procedures.

The Superintendent or designee shall prepare procedures for the recruitment and selection of all support staff which include reporting newly hired employees to the Wisconsin Department of Workforce Development.

REQUIREMENTS FOR TITLE I PARAPROFESSIONALS

All paraprofessionals hired for a Title I supported program must have a secondary school diploma or its recognized equivalent and one of the following:

- A. Completed two (2) years study at an institution of higher education; or

- B. Obtained at least an associates degree; or
- C. Met a rigorous standard of quality and demonstrate through formal State or local academic assessment:
 - 1. knowledge of and the ability to assist in instructing, reading, writing and mathematics; or
 - 2. knowledge of and the ability to assist in instructing, reading readiness, writing readiness and mathematics readiness, as appropriate.

Existing paraprofessionals – All current paraprofessionals working for a Title I supported program must:

- A. Have a secondary school diploma or its recognized equivalent;
- B. Meet the requirements for newly hired paraprofessionals as described above.

Exceptions – These requirements do not apply to a paraprofessional:

- A. Who is proficient in English and a second language and serves as a translator primarily to enhance the participation of children in Title I programs; or
- B. Whose duties consist solely of conducting parental involvement activities.

Paraprofessional duties – Paraprofessionals working for a Title I supported program may be assigned to:

- A. provide one-on-one tutoring for eligible students during times when the teacher would not otherwise be instructing the student;
- B. assist with classroom management, such as organizing instructional and other materials;
- C. provide assistance in a computer laboratory;
- D. provide support in a library or media center;
- E. conduct parental involvement activities;
- F. act as a translator;
- G. provide instructional services to students, if working under the direct supervision of a teacher;
- H. perform limited duties beyond classroom instruction or that do not benefit program participants, so long as those duties are also assigned to non- Title I paraprofessionals. Title I paraprofessionals may not be assigned to more of these duties, proportional to their total work time, than the amount assigned to similar non-Title I paraprofessionals in the same school.

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Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	VOL. 26, NO. 1 Revised JOB DESCRIPTIONS
Number	po4120.01*
Status	First Reading
Last Revised	February 7, 2016

4120.01 - JOB DESCRIPTIONS

The Board of Education recognizes that it is essential for District and employee accountability for each staff member to be fully aware of the duties and responsibilities of his/her position. Job descriptions document and describe the essential functions for support staff positions and thereby promote organizational effectiveness and efficiency. Therefore, the District Administrator shall maintain a current, comprehensive, and coordinated set of job descriptions for support staff positions.

~~[] The job description of the District Administrator shall be included in the Board policy manual.~~

[] All other job descriptions shall be approved by the Superintendent and will be maintained by the Human Resources Department.

As long as the provisions of the job descriptions are not inconsistent with Board policies, or with Federal/State law, they will be considered to be an extension of the policy manual and binding upon all employees.

[] Each job description shall contain the following provision:

"The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122 throughout his/her employment in the District."

~~[] Employees will be evaluated, at least in part, against their job descriptions.~~

~~[] Job descriptions shall be brief, factual, and, wherever possible, generically descriptive of similar jobs.~~

~~[] Each job description shall include the requirement that the staff member serve as a positive role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings. In particular, each job description shall indicate the staff member's responsibility to help instill in students the belief in and practice of ethical principles and democratic values.~~

[] Each job description shall include a statement that reserves authority to the District Administrator to assign additional duties and responsibilities as necessary within the scope of the employment position.

Upon employment by the Board, the staff member shall receive a copy of the current job description for the position for which s/he has been employed. The employee's immediate supervisor shall review this job description with the staff member as part of the employment orientation process.

From time-to-time, the Board further recognizes that the Superintendent or designee ~~District Administrator~~ may find it necessary to revise job descriptions.

[] During the revision of a job description, the Superintendent or designee ~~District Administrator~~ may seek input from individuals who hold that position; however, their input may or may not be reflected when the revision of said job description is completed.

Following the revision of a job description, staff members who hold the positions for which the essential functions are described in that revised job description shall be provided access to the updated version and the opportunity to discuss the revisions therein with their immediate supervisor.

~~In addition, the~~ Superintendent ~~District Administrator~~ shall prepare administrative guidelines necessary for the proper implementation of this policy.

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Book Policy Manual
 Section Policies For First Reading 2-22-17
 Title VOL. 26, NO. 1 New PATIENT PROTECTION AND AFFORDABLE CARE ACT
 Number po4419.03*
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4419.03 - **PATIENT PROTECTION AND AFFORDABLE CARE ACT**

The Board of Education acknowledges that the Patient Protection and Affordable Care Act ("ACA") imposes certain obligations upon the District. Such obligations may include the following:

- A. The District shall notify new employees of health insurance options available through the Health Insurance Marketplace within fourteen (14) days of an employee's employment start date. Sample form notices are available from the U.S. Department of Labor at:

<http://www.dol.gov/ebsa/healthreform/regulations/coverageoptionsnotice.html>

- B. Employees of the District have the option to enroll in the Health Insurance Marketplace. If a full-time employee (as defined by the ACA) of the District enrolls in the Health Insurance Marketplace and receives a subsidy, then the District may be liable for a penalty.

In event that the District concludes that it is fiscally-wise to incur the potential penalty in lieu of providing affordable, minimum value coverage to all full-time employees, the District shall incur the potential penalty.

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 29 USC 218B

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Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	VOL. 26, NO. 1 Replacement ESSA HOMELESS STUDENTS
Number	po5111.01*
Status	First Reading
Last Revised	February 22, 2017

5111.01 - HOMELESS STUDENTS

Definitions

Children who are identified as meeting the Federal definition of "homeless" will be provided a free appropriate public education (FAPE) in the same manner as all other students of the District. To that end, homeless students will not be stigmatized or segregated on the basis of their status as homeless. The District shall establish safeguards that protect homeless students from discrimination on the basis of their homelessness. The District shall regularly review and revise its policies, including school discipline policies that impact homeless students, including those who may be a member of any of the Protected Classes (Policy 2260).

Homeless children and youth are defined as individuals who lack a fixed, regular, and adequate nighttime residence, and include children and youth who meet any of the following criteria:

- A. share the housing of other persons due to loss of housing, economic hardship, or similar reason
- B. live in motels, hotels, trailer parks, or camping grounds due to a lack of alternative adequate accommodations
- C. live in emergency or transitional shelters
- D. are abandoned in hospitals
- E. have a primary night time residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, or
- F. live in a car, park, public space, abandoned building, substandard housing¹, bus or train station, or similar setting

Pursuant to the McKinney-Vento Act, an unaccompanied youth includes a homeless child or youth not in the physical custody of a parent or guardian.

Services to Homeless Children and Youth

The District will provide services to homeless students that are comparable to other students in the District, including:

- A. transportation services;
- B. public preschool programs and other educational programs and services for which the homeless student meets eligibility criteria including:
 1. programs for children with disabilities;
 2. programs for English learners (ELs) (i.e. students with limited English proficiency (LEP));
 3. programs in career and technical education;
 4. programs for gifted and talented students;

5. school nutrition programs; and

6. before - and after-school programs.

The District Administrator will appoint a Liaison for Homeless Children who will perform the duties as assigned by the District Administrator. Additionally, the Liaison will coordinate and collaborate with the State Coordinator for the Education of Homeless Children and Youth as well as with community and school personnel responsible for the provision of education and related services to homeless children and youths. For more information on the role of the Liaison, refer to AG 5111.01.

School Stability

Maintaining a stable school environment is crucial to a homeless student's success in school. To ensure stability, the District must make school placement determinations based on the "best interest" of the homeless child or youth based on student-centered factors. The District must:

- A. continue the student's education in the school of origin for the duration of homelessness when a family becomes homeless between academic years or during an academic year; and for the remainder of the academic year even if the child or youth becomes permanently housed during an academic year; or
- B. enroll the student in any public school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

The school of origin is the school the student attended or enrolled in when permanently housed, including a public preschool. The school of origin also includes the designated receiving school at the next level for feeder school patterns, when the student completes the final grade level at the school of origin.

When determining the student's best interest, the District must also consider student-centered factors, including the impact of mobility on achievement, education, health, and safety of homeless students and give priority to the request of the student's parent or guardian, or youth (if an unaccompanied youth). The District also considers the school placement of siblings when making this determination.

If the District finds that it is not in the student's best interest to attend the school of origin or the school requested by the parent or guardian, or unaccompanied youth, the District must provide the individual with a written explanation and reason for the determination in a manner and form understandable to the parent, guardian or unaccompanied youth. This written explanation will include appeal rights and be provided in a timely manner.

Immediate Enrollment

The District has an obligation to remove barriers to the enrollment and retention of homeless students. A school chosen on the basis of a best interest determination must immediately enroll the homeless student, even if the student does not have the documentation typically necessary for enrollment, such as immunization and other required health records, proof of residency, proof of guardianship, birth certificate or previous academic records. The homeless student must also be enrolled immediately regardless of whether the student missed application or enrollment deadlines during the period of homelessness or has outstanding fines or fees.

The enrolling school must immediately contact the school last attended by the homeless student to obtain relevant academic or other records. If the student needs immunization or other health records, the enrolling school must immediately refer the parent, guardian or unaccompanied youth to the local liaison, who will help obtain the immunizations, screenings or other required health records. Records usually maintained by the school must be kept so that they are available in a timely fashion if the child enters a new school or district. These records include immunization or other required health records, academic records, birth certificates, guardianship records, and evaluations for special services or programs. Procedures for inter-State records transfer between schools should be taken into account in order to facilitate immediate enrollment.

In addition, the District will also make sure that, once identified for services, the homeless student is attending classes and not facing barriers to accessing academic and extracurricular activities, including magnet school, summer school, career and technical education, advanced placement, online learning, and charter school programs (if available).

Transportation

The District provides homeless students with transportation services that are comparable to those available to non-homeless students. The District also provides or arranges for transportation to and from the school of origin at the parent or guardian's request, or the liaison's request in the case of an unaccompanied youth. Transportation is arranged promptly to allow for immediate enrollment and will not create barriers to a homeless student's attendance, retention, and success.

- A. If the homeless student continues to live in the District, where the school of origin is located, transportation will be provided or arranged for the student's transportation to or from the school of origin.

B. If the homeless student moves to an area served by another district, though continuing his/her education at the school of origin (which is in the District), the District and the district in which the student resides must agree upon a method to apportion responsibility and costs for transportation to the school of origin. If the districts cannot agree upon such a method, the responsibility and costs will be shared equally.

C. When the student obtains permanent housing, transportation shall be provided to and from the school of origin until the end of the school year.

The District determines the mode of transportation in consultation with the parent or guardian and based on the best interest of the student.

In accordance with Federal law, the above transportation requirements still apply during the resolution of any dispute. The District will work with the State to resolve transportation disputes with other districts. If the disputing district is in another State, the District will turn to the State for assistance as Federal guidance says that both States should try to arrange an agreement for the districts.

Dispute Resolution

Homeless families and youths have the right to challenge placement and enrollment decisions. If a dispute arises between a school and a parent, guardian or unaccompanied youth regarding eligibility, school selection, or enrollment of a homeless student, the District must follow its dispute resolution procedures, consistent with the State established procedures. If such a dispute occurs, the District will immediately enroll the homeless student in the school in which enrollment is sought pending final resolution of the dispute, including all appeals. The student will receive all services for which they are eligible until all disputes and appeals are resolved.

Pursuant to State, District and Board of Education policies, the District will provide the parent, guardian or unaccompanied youth with a written explanation of all decisions regarding school selection and enrollment made by the school, District, or State, along with a written explanation of appeal rights.

The District's notice and written explanation about the reason for its decision will include, at a minimum, an explanation of how the school reached its decision regarding eligibility, school selection, or enrollment, including 1) a description of the proposed or refused action by the school, 2) an explanation of why the action is proposed or refused, 3) a description of other options the school considered and why those options were rejected, 4) a description of any other relevant factors to the school's decision and information related to the eligibility or best interest determination such as the facts, witnesses, and evidence relied upon and their sources, and 5) an appropriate timeline to ensure deadlines are not missed. The District must also include contact information for the Liaison and the State Coordinator, and a brief description of their roles. The District will also refer the parent, guardian or unaccompanied youth to the Liaison, who will carry out the dispute resolution process.

The District ensures that all decisions and notices are drafted in a language and format appropriate for low-literacy, limited vision readers, and individuals with disabilities. For children and youth and/or parents or guardians who are English learners or whose dominant language is not English, the District will provide translation and interpretation services in connection with all phases of the dispute resolution process pursuant to Federal laws. The District will also provide electronic notices via email if the parent, guardian or unaccompanied youth has access to email followed by a written notice provided in person or sent by mail.

Homeless Children in Preschool

Homeless preschool-aged children and their families shall be provided equal access to the educational services for which they are eligible, including preschool programs, including Head Start programs, administered by the District. Additionally, the homeless child must remain in the public preschool of origin, unless a determination is made that it is not in the child's best interest. When making such a decision on the student's best interest, the District takes into account the same factors as it does for any student, regardless of age. It also considers pre-school age specific factors, such as 1) the child's attachment to preschool teachers and staff; 2) the impact of school climate on the child, including school safety; the quality and availability of services to meet the child's needs, including health, developmental, and social-emotional needs; and 3) travel time to and from school.

The District must also provide transportation services to the school of origin for a homeless child attending preschool. It is the District's responsibility to provide the child with transportation to the school of origin even if the homeless preschooler who is enrolled in a public preschool in the District moves to another district that does not provide widely available or universal preschool.

Public Notice

In addition to notifying the parent or guardian of the homeless student or the unaccompanied youth of the applicable rights described above, the District shall post public notice of educational rights of children and youth experiencing homelessness in each school. In addition, the District shall post public notice of the McKinney-Vento rights in places that homeless populations frequent, such as shelters, soup kitchens, and libraries in a manner and form understandable to the parents and guardians and unaccompanied youths.

Records

The local liaison will assist the homeless students and their parent(s) or guardian(s) or unaccompanied homeless students in their efforts to provide documentation to meet State and local requirements for entry into school.

All records for homeless students shall be maintained, subject to the protections of the Family Educational Rights and Privacy Act (FERPA) and Policy 8330, and in such a manner so that they are available in a timely fashion and can be transferred promptly to the appropriate parties, as required. Pursuant to the McKinney-Vento Act, information regarding a homeless student's living situation is not considered directory information and must be provided the same protections as other non-directory personally identifiable information (PII) contained in student education records under FERPA. The District shall incorporate practices to protect student privacy as described in AG 5111.01, AG 8330, and in accordance with the provisions of the Violence Against Women Act (VAWA) and the Family Violence Prevention and Services Act (FVPSA).

No Board policy, administrative procedure, or practice will be interpreted or applied in such a way as to inhibit the enrollment, attendance, or school success of homeless children.

Note:

¹ According to nonregulatory guidance from the U.S. Department of Education (ED), standards for adequate housing may vary by locality. Please see ED guidance for factors to consider when determining whether a child or youth is living in "substandard housing."

Education for Homeless Children and Youth Programs, Non-Regulatory Guidance, U.S. Department of Education (ED), Title VII-B of the McKinney-Vento Homeless Assistance Act, as amended by the Every Student Succeeds Act, at A-3 (July 27, 2016).

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Legal 42 U.S.C. 11431 et seq. (McKinney - Vento Homeless Act)

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Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	VOL. 26, NO. 1 New ESSA CHILDREN AND YOUTH IN FOSTER CARE
Number	po5111.03*
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Last Revised	February 22, 2017

5111.03 - **CHILDREN AND YOUTH IN FOSTER CARE**

The Board of Education recognizes the importance of educational stability for children and youth in foster care. Further, the Board recognizes these children and youth as a vulnerable subgroup of students in need of safeguards and supports in order to facilitate a successful transition through elementary and secondary education and into college and/or careers. To that end, the District will collaborate with the Department of Public Instruction (DPI), other schools and school districts, and the appropriate child welfare agencies to provide educational stability for children and youth in foster care.

Definitions

Children who meet the Federal definition of "in foster care" will be provided a free appropriate public education (FAPE) in the same manner as all other students of the District. To that end, students in foster care will not be stigmatized or segregated on the basis of their status. The District shall establish safeguards that protect foster care students from discrimination on the basis of their foster care status or other of the recognized Protected Classes (Policy 2260). The District shall regularly review and revise its policies, including school discipline policies that may impact students in foster care.

Consistent with the Fostering Connections Act, "foster care" means 24-hour substitute care for children placed away from their parents or guardians and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in:

- A. foster family homes;
- B. foster homes of relatives;
- C. group homes;
- D. emergency shelters;
- E. residential facilities;
- F. child care institutions; and
- G. preadoptive homes.

A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the State, tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is Federal matching of any payments that are made. (45 C.F.R. 1355.20 (a)).

School Stability

The District shall remove barriers to the enrollment and retention of children and youth in foster care in schools in the District. Foster care students shall be enrolled immediately, even if they do not have the necessary enrollment documentation such as immunization and health records, proof of residency or guardianship, birth certificate, school records, and other documentation.

The District shall meet the Title I requirements for educational stability for children and youth in foster care, including those awaiting foster care placement. The District shall identify which students are in foster care and shall collaborate with State and tribal child welfare agencies to provide educational stability for these children and youth. District staff will work closely with child welfare agency personnel to develop and implement processes and procedures that include these enrollment safeguards:

- A. a child/youth in foster care shall remain in his/her school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest;
- B. if it is not in the child's best interest to stay in his/her school of origin, the child shall be immediately enrolled in the determined new school even if the child is unable to produce records normally required for enrollment; and
- C. the new (enrolling) school shall immediately contact the school of origin to obtain relevant academic and other records, including the student's Individualized Education Program (IEP) if applicable. (ESEA Section 1111(g)(1)(E)(i)-(iii)).

Best Interest Determination

In making the best interest determination, the District will follow the guidelines established by DPI and the State or tribal child welfare agencies. The District shall utilize the prescribed process in conjunction with local child welfare agencies in making best interest determinations. Once a determination is made the District shall provide the decision in writing to all relevant parties, in collaboration with the appropriate child welfare agency. When making decisions regarding educational placement of students with disabilities under IDEA and Section 504, the District shall provide all required special educational and related services and supports provided in the least restrictive placement where the child's unique needs, as described in the student's IEP or Section 504 plan, can be met.

Dispute Resolution Process

If there is a dispute regarding whether the educational placement of a child in foster care is in the best interest of that child, the dispute resolution process established by the SEA shall be used.

The District's representatives shall collaborate fully in this process, considering relevant information regarding academic programming and related service needs of the child, and advocating for what the District believes is in the best interest of the child.

To the extent feasible and appropriate, the child will remain in his/her school of origin while disputes are being resolved in order to minimize disruption and reduce the possible number of moves between schools. (ESEA Section 1111(g)(1)(E)(i)).

Since the child welfare agency holds ultimate legal responsibility for making the best interest determination for the foster child in their care, if the dispute cannot be resolved, the child welfare agency will make the final determination.

All notifications and reports regarding foster care placement, changes in school enrollment, transportation services, and changes in the child's living arrangements shall be provided to the affected parties, in writing, in accordance with the forms, procedures, and requirements of the SEA and the State or tribal child welfare agencies.

Local Point of Contact

The ~~Superintendent~~~~District Administrator~~ shall designate and make public a local point of contact who will perform the duties as assigned by the ~~Superintendent~~~~District Administrator~~. The point of contact shall serve as a liaison to coordinate with child protection agencies, lead the development of a process for making the best determination for a student, facilitate the transfer of records, and oversee the enrollment and regular school attendance of students in foster care.

Records

The District shall provide privacy protections for children and families and shall facilitate appropriate data-sharing pertaining to children in foster care between child welfare and educational agencies, in accordance with the Family Educational Rights and Privacy Act (FERPA) and Policy 8330 – Student Records.

Services to Children and Youth in Foster Care

Foster care children and their families shall be provided equal access to the educational services for which they are eligible comparable to other students in the District including:

- A. educational services for which the student in foster care meets eligibility criteria including services provided under Title I of the Elementary and Secondary Education Act or similar State and local programs, educational programs for children

with disabilities, and educational programs for students with limited English proficiency;

- B. preschool programs;
- C. programs in career and technical education;
- D. programs for gifted and talented students;
- E. school nutrition programs; and
- F. before - and after-school programs.

Transportation Services

The District shall provide transportation services for children in foster care consistent with the procedures developed by the District in collaboration with the State or local child welfare agency. These requirements apply whether or not the LEA already provides transportation for children who are not in foster care.

In order for a student in foster care to remain in his/her school of origin, when in his/her best interest, transportation services shall be provided, arranged, and funded for the duration of the child's placement in foster care. The District's transportation services will provide that:

- A. Children in foster care needing transportation to their schools of origin will promptly receive that transportation in a cost effective manner and in accordance with Section 475(4)(A) of the Social Security Act; and
- B. If there are additional costs incurred in providing transportation to the school of origin, the District shall provide such transportation if 1) the local child welfare agency agrees to reimburse the District for the cost of such transportation; 2) the District agrees to pay for the cost; or 3) the District and the local child welfare agency agree to share the cost. (ESEA 1112(c)(5)(B)).

Coordination of Service

Since foster care placements may occur across district, county, or State boundary lines, coordination among multiple agencies may be necessary. The District will work with appropriate State and local agencies to address such placement and transportation issues that arise. The District shall provide or arrange for adequate and appropriate transportation to and from the school of origin while any disputes are being resolved.

No Board policy, administrative procedure, or practice will be interpreted or applied in such a way as to inhibit the enrollment, attendance, or school success of children and youth in foster care.

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Title	SEARCH AND SEIZURE
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5771 - **SEARCH AND SEIZURE**

The School Board has charged school authorities with the responsibility of safeguarding the safety and well-being of the students in their care. In the discharge of that responsibility, school authorities may search school property such as lockers used by students or the person or property, including vehicles, of a student, in accordance with the following policy.

School Property

The Board acknowledges the need for in-school storage of student possessions and shall provide storage places, including desks and lockers, for that purpose. Desks and lockers are public property and school authorities may make reasonable regulations regarding their use. The District retains ownership and possessory control of student desks and lockers and the same may be searched at random by school personnel at any time. A showing of reasonable cause or suspicion is not a necessary precondition to a search under this paragraph. Students shall not have an expectation of privacy in lockers, desks, or other school property as to prevent examination by a school official. The Board directs the school principals to provide students with written notice of this policy at least annually and that routine inspections be done at least annually of all such storage places.

The Board directs that the searches may be conducted by the Superintendent, building principals, assistant principals, Police Liaison Officer, and others as assigned by the Superintendent.

Student Person and Possessions

The Board recognizes that the privacy of students or his/her belongings may not be violated by unreasonable search and seizure and directs that no student be searched without reasonable suspicion that the search will turn up evidence that the student has violated or is violating either a particular law or a particular rule of the school. Any search under this paragraph must be reasonable in scope and reasonable in the manner in which it is conducted. The extent of the search will be governed by the seriousness of the suspected infraction, the student's age and gender, the student's disciplinary history, and any other relevant circumstances or information. The Principal or other school official may arrange for a breath test for blood alcohol to be conducted on a student whenever s/he has individualized reasonable suspicion to believe the student has consumed or is under the influence of an alcoholic beverage while on school premises or while participating in a school-sponsored activity. If the result indicates a violation of school rules, as described in the student handbook, the disciplinary procedure described in the student handbook will be followed. If the student refuses to take the test, the Principal will inform the student that refusal to participate implies admission of guilt leading to disciplinary action consistent with the student handbook.

This authorization to search shall also apply to all situations in which the student is under the jurisdiction of the Board.

In a situation in which a search of a student's person or possessions is appropriate, school administrators should first attempt to contact the school liaison officer to conduct the search under the administrator's direction. If the officer is not available, the administrator may proceed with the search, unless the information justifying the search suggests that the student is in possession of dangerous materials whereby the expertise of law enforcement is necessary. In such a case, the school official shall contact law enforcement and request their assistance.

Under no circumstances shall a school official ever conduct a strip search of a student.

Parking Permit Required

Permission for a student to bring a vehicle on school property shall be conditioned upon written consent of the search of the vehicle and all containers inside the vehicle by a school administrator with reasonable suspicion to believe the search will produce evidence of a violation of a particular law, a school rule, or a condition that endangers the safety or health of the student driver or others. If an administrator determines a search is necessary, he or she should request consent to search the vehicle and all containers inside the vehicle. If consent is not given, a school administrator may proceed with the search. An administrator may contact the police liaison officer or law enforcement agency for assistance in conducting a search.

Except as provided below, a request for the search of a student or a student's possessions will be directed to the principal. S/He shall attempt to obtain the freely-offered, consent of the student to the inspection; however, provided there is reasonable suspicion pursuant to the above paragraphs, s/he may conduct the search without such consent. Whenever possible, a search will be conducted by an administrator and the police liaison officer in the presence of the student. A search prompted by the reasonable suspicion that health and safety are immediately threatened will be conducted with as much speed and dispatch as may be required to protect persons and property.

Search of a student's person or intimate personal belongings shall be conducted by a person of the student's gender, in the presence of another staff member of the same gender, and in a manner that is minimally intrusive to the student based on the reasonable suspicion justifying the search.

Use of Dogs

The Board authorizes the use of specially-trained dogs to detect the presence of drugs and devices such as bombs on school property under the following conditions:

1. The presence of the dogs on school property is authorized in advance by the Superintendent, except in emergency situations, or is pursuant to a court order or warrant.
2. The dog must be handled by a law enforcement officer or certified organization specially trained to safely and competently work with the dog.
3. The dog is represented by the Sheriff or Chief of the law enforcement agency providing the service as capable of accurately detecting drugs and/or devices.

The principal shall be responsible for the prompt recording in writing of each student search, including the reasons for the search; information received that established the need for the search and the name of informant, if any; the persons present when the search was conducted; any substances or objects found and the disposition made of them; and any subsequent action taken. The principal shall be responsible for the custody, control, and disposition of any illegal or dangerous substance or object taken from a student.

The Superintendent may request the assistance of a law enforcement agency in implementing any aspect of this policy. Where law enforcement officers participate in a search on school property or at a school activity pursuant to a request from the Superintendent, the search shall be conducted by the law enforcement officers at the direction of a District official. Law enforcement searches conducted independent of any District official request or direction shall be conducted based on standard applicable to law enforcement.

Anything found in the course of a search pursuant to this policy which constitutes evidence of a violation of a particular law or school rule or which endangers the safety or health of any person shall be seized and properly cataloged for use as evidence if appropriate. Seized items shall be returned to the owner if the items may be lawfully possessed by the owner. Seized items that may not lawfully be possessed by the owner shall be turned over to law enforcement.

The Superintendent shall prepare administrative guidelines to implement this policy and shall provide students and staff with written notice of this policy and guidelines at least annually.

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Legal
118.32, 118.325 Wis. Stats.
948.50, Wis. Stats.
Wisconsin Const. Art. 1 Section 11
U.S. Constitution, 4th Amendment

Last Modified by Scott Westhoven on December 20, 2016

Last Modified by Ellen Suckow on February 3, 2017



Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	FAIR LABOR STANDARDS ACT (FLSA)
Number	po6700*
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 16, 2017

6700 - FAIR LABOR STANDARDS ACT (FLSA)

It is the School Board's policy to comply with the provisions of State and Federal Law and their respective implementing regulations, relating to minimum wages and overtime. ~~_, provided the terms of an applicable collective bargaining agreement do not provide for greater rights to its employees. To that end, the Board shall pay at least the minimum wage to all employees.~~ Further, the Board recognizes the safe and efficient operation of the District may occasionally require covered, non-exempt employees to work more than forty (40) hours during a given work week. Such employees shall be paid overtime compensation.

Work week is defined as the seven (7) day period of time beginning on Sunday at 12:00 a.m. and continuing to the following Saturday at 11:59 p.m. (or Monday at 12:00 a.m. and continuing to the following Sunday at 11:59 p.m.)

Covered, non-exempt employees who work (i.e., perform work on behalf of or for the benefit of the Board) more than forty (40) hours in a given work week will receive overtime compensation at the rate of one and one-half (1 1/2) times the employee's regular hourly rate of pay for all hours worked in excess of forty (40) in the work week.

The Superintendent or his/her designee shall determine the necessity and availability of overtime work.

Overtime may be authorized only by a supervisor and will be used primarily to address circumstances of an emergency or temporary nature. Non-exempt employees who work overtime without prior approval from the Superintendent or a supervisor may be subject to disciplinary action, up to and including termination.

~~Non-exempt employees who work overtime without prior approval from the Superintendent or a supervisor will be subject to disciplinary action, up to and including termination.~~

Exempt employees are individuals who are exempt from the State and Federal overtime provisions. Generally, individuals employed in a bona fide executive, administrative, administrative academic, or professional capacity, and certain computer employees are considered exempt. To qualify for the exemption, employees generally must meet certain tests regarding their job duties and be paid on salary basis. The salary requirement does not apply to teachers. Being paid on a "salary basis" means an employee regularly receives a predetermined amount of compensation each pay period on a weekly, or less frequent, basis. Additionally, the predetermined amount cannot be reduced because of variation in the quality or quantity of the employee's work. Subject to certain exceptions, an exempt employee must receive the full salary for any work week in which the employee performs any work, regardless of the number of days or hours worked.

The Board reserves the right to make deductions from the pay of otherwise exempt employees under the following circumstances:

- A. the employee is absent from work for one (1) or more full days for personal reasons other than sickness or disability
- B. the employee is absent from work for one (1) or more full days due to sickness or disability if the deduction is made in accordance with a bona fide plan, policy or practice of providing compensation for salary lost due to illness
- C. to offset amounts employees receive as jury or witness fees, or for military pay

D. for unpaid disciplinary suspensions of one (1) or more full days imposed in good faith for workplace conduct rule infractions

E. for penalties imposed in good faith for infractions of safety rules of major significance

The Board shall also not be required to pay the full salary in the initial or terminal week of employment, or for weeks in which an exempt employee takes unpaid leave under the Family & Medical Leave Act.

The Board recognizes that with limited legally permissible exceptions, no deductions should be taken from the salaries of exempt employees. If an exempt employee believes that an improper deduction has been made to his/her salary, the employee should immediately report this information to the Director of Human Resources.

Reports of improper deductions will be promptly investigated. If it is determined that an improper deduction has occurred, the employee will be promptly reimbursed for any improper deduction made, and the Board will make a good faith commitment to avoid any recurrence of the error.

The Superintendent ~~shall distribute~~ ~~is directed to prepare administrative guidelines to implement~~ this policy to all employees upon initial hire and on an annual basis.

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Legal	29 U.S.C. 201 et seq.
	29 C.F.R. Part 541
	104.01, Wis. Stats.
	DWD 274.03, Wis. Admin. Code

Last Modified by Ellen Suckow on February 16, 2017



Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	FOOD SERVICES
Number	po8500*
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 2, 2017

8500 - **FOOD SERVICES**

The School Board shall provide cafeteria facilities in all school ~~buildings~~facilities where space ~~and facilities~~ permits and will provide food service for the purchase and consumption of lunch for all students.

The Board may also provide a breakfast program in accordance with procedures established by the Department of Public Instruction.

~~The Supervisor of Food Services shall supervise the District's food service programs under the direction of the Assistant Superintendent, Business/Personnel Services.~~

~~The D.C. Everest Area School District shall participate in the National School Lunch Program (NSLP) and the USDA Foods Distribution Program and shall provide a school lunch program for all students enrolled in grades K-12~~

The food service program shall comply with Federal and State regulations pertaining to the selection, preparation, delivery, consumption, and disposal of food and beverages, as well as to the fiscal management of the program, and all Federal and state requirements pertaining to food service hiring and food service manager/operator licensure and certification. In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food-borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.

Substitutions to the standard meal requirements shall be made, at no additional charge, for students who are certified by a state licensed health care professional~~medical practitioner as defined in WSS 118.29(1)~~ to have a special dietary need~~disability which restricts his/her diet~~, in accordance with the criteria set forth in applicable State and Federal requirements~~7 CFR 15b.3~~. To qualify for such substitutions the medical certification must identify the food(s) to be omitted from the student's diet, and the food or choice of foods that must be substituted (e.g., caloric modifications or use of liquid nutritive formula).~~+~~

~~the student's disability and the major life activity affected by the disability;~~

~~an explanation of why the disability affects the student's diet; and~~

~~the food(s) to be omitted from the student's diet, and the food or choice of foods that must be substituted (e.g., caloric modifications or use of liquid nutritive formula).~~

~~The price of school breakfast, lunch, and milk shall be established by the Board on the recommendation of the Supervisor of Food Services and shall be based upon the anticipated meal costs, State and Federal reimbursements and Federal meal pricing guidelines.~~

~~The District shall make one half (1/2) pints of milk available daily to all students who wish to pay for such milk.~~

~~In addition to the regular reimburseable lunch provided to all students, ala carte items may be available at the Middle School, Junior High, and Senior High. A breakfast program and after school snack program will be available in schools where it is deemed to be appropriate.~~

~~It is the parent's responsibility to maintain a monetary balance in the student lunch account sufficient to cover the cost of breakfast, snack milk, school lunch, or cold lunch milk. Payment can be made in the school office by cash or check or~~

~~online with credit card or check debit. If the monetary balance in the student lunch account is insufficient, the School District will comply with USDA requirements before denying a student a meal.~~

~~D.C. Everest Middle School shall be the central production kitchen.~~

~~All school kitchens shall maintain the required sanitary stands as established by the Marathon County Health Department. In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food-borne illnesses. The District will comply with food holds and recalls in accordance with USDA regulation. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.~~

~~All revenues collected from breakfast, lunch, ala carte, milk program, and food service vending sales commissions shall be deposited in the District's food services fund.~~

~~The program will be operated, as nearly as possible, on a break even basis with the exception that the full cost of necessary equipment may not be totally covered in one (1) year.~~

~~Food, supplies, and equipment will be purchased as needed in accordance with State and Federal law and District policy. The Supervisor of Food Services will determine the items and quantities to be purchased. The food service program may participate in the "Farm to School Program" using locally grown food in school meals and snacks.~~

~~The school breakfast and lunch menus will be planned to follow the nutrition guidelines established by the National School Lunch Program. Menus will be planned considering student acceptance, USDA foods utilization, and availability of equipment. Student and staff input may be sought when evaluating new food products.~~

~~No foods or beverages, other than those associated with the District's food service program, are to be sold during food service hours. Foods and beverages unassociated with the food service program may be vended in accordance with Board Policy 8540.~~

Lunches sold by the school may be purchased by students and staff members and community residents in accordance with the rules of the District's school lunch program.

The operation and supervision of the food service program shall be the responsibility of the Supervisor of Food Services and the Assistant Superintendent, Business/Personnel Services. Food services shall be operated on a self-supporting basis with revenue from students, staff, Federal and State reimbursement, and USDA food allotments. The Board shall assist the program by furnishing available space, initial major equipment, and utensils. Maintenance and replacement of equipment is the responsibility of the program.

A periodic review of the food service accounts shall be made by the Assistant Superintendent, Business/Personnel Services. Any surplus funds from the National School Lunch Program shall be used to reduce the cost of the service to students or to purchase cafeteria equipment. Surplus funds from a-la-carte foods purchased using funds from the nonprofit food service account must accrue to the nonprofit food service account.

The food service program may participate in the "Farm to School Program" using locally grown food in school meals and snacks.

No foods or beverages, other than those associated with the District's food service program, are to be sold during food service hours. The District's food service program shall serve only food items and beverages determined by the Food Service Department to be in compliance with the current USDA Nutrition Standards for the National School Lunch and School Breakfast Programs. Any competitive food items and beverages that are available for sale to students ala carte in the dining area between midnight and thirty (30) minutes following the end of the last lunch period shall also comply with the current USDA Nutrition Standards for the National School Lunch and School Breakfast Programs and the USDA Smart Snacks in School nutrition guidelines. Foods and beverages unassociated with the food service program may be vended in accordance with Board Policy 8540.

USDA Nondiscrimination Statement

The following statement applies to all programs administered by the District that are funded in whole or in part by the U.S. Department of Agriculture (USDA):

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employee, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities, who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
14000 Independence Avenue, SW
Washington, D.C. 20250-9410;

2) fax: (202) 690-7442; or

3) email: program.intake@usda.gov.

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Neola 2016

Legal 15.137, 93.49, 115.34-115.345, 120.10(16), 120.13(10), Wis. Stats.
 7 C.F.R. 210, 215, 220, 240
 42 U.S.C. 1760 Chapter 13

Last Modified by Ellen Suckow on February 7, 2017



Book	Policy Manual
Section	Policies For First Reading 2-22-17
Title	FREE AND REDUCED-PRICE MEALS
Number	po8531*
Status	First Reading
Adopted	May 25, 2016

8531 - FREE AND REDUCED-PRICE MEALS

The School Board recognizes the importance of good nutrition to each student's educational performance.

The Board shall provide eligible children with breakfast and lunch at a reduced rate or at no charge to the student.

Children, eligible for free or reduced-price meals, shall be determined by the criteria established by the Child Nutrition Program. These criteria are issued annually by the Federal government through the [Wisconsin State](#) Department of [Public Instruction Education](#).

The Board designates the Supervisor of Food Services to determine in accordance with Board standards, the eligibility of students for free and/or reduced-price meals.

The schools shall annually notify all families of the availability, eligibility requirements, and/or application procedure for free and reduced-price meals by distributing an application to the family of each student enrolled in the school and shall seek out and apply for such Federal, State, and local funds as may be applied to the District's program of free and reduced-price meals.

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The following statement applies to all programs administered by the District that are funded in whole or in part by the U.S. Department of Agriculture (USDA):

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- To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

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Office of the Assistant Secretary for Civil Rights 1400
Independence Avenue, SW
Washington, D.C. 20250-9410;

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3. [E-mail: program.intake@usda.gov.](mailto:program.intake@usda.gov)

[This institution is an equal opportunity provider.](#)

[© Neola 2016](#)

[Legal](#)

[115.34-115.345, 120.10\(16\), 120.13\(10\), Wis. Stats.](#)

[P.I. 42, Wis. Adm. Code](#)

[42 U.S.C. 1771 et seq.](#)

Legal 115.34-115.345, 120.10(16), 120.13(10), Wis. Stats.

P.I. 42, Wis. Adm. Code

42 U.S.C. 1771 et seq.

Last Modified by Ellen Suckow on February 3, 2017



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221

Kristine A. Gilmore, Ed.D.
Superintendent

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

March 7, 2017

Mary Jo Lechner
D.C. Everest Area School District
6300 Alderson Street
Weston, WI 54476

Middle School Evacuations

On behalf of the D.C. Everest School Board would like to commend your efforts handling the D.C. Everest Middle School evacuations on February 23 and March 1, 2017. Your care and concern for students and staff and calm demeanor during the two evacuations is appreciated.

In a district this large, many staff must work together to during a crisis. In the first evacuation you were on site and relayed important information for decision-making back to me. During the second evacuation, you were at the Administration Building and coordinated the situation in my absence. You were responsive to all concerns and modified and adjusted as needed throughout the process. In both situations you worked with administrators, teachers, students, the bus vendor, and emergency personnel to achieve a smooth transition of the students and staff back and forth to Mountain Bay Elementary.

Dr. Lechner, I commend you for your dedication to the safety of D.C. Everest students and staff. Thank you for your effort on behalf of the district! It is appreciated.

Sincerely,


Kristine A. Gilmore, Ed.D.
Superintendent

KAG/es

C: School Board
Personnel File



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221

Kristine A. Gilmore, Ed.D.
Superintendent

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March 7, 2017

Jack Stokopf, Jr.
D.C. Everest Area School District
6300 Alderson Street
Weston, WI 54476

Middle School Evacuation

On behalf of the D.C. Everest School Board would like to commend your efforts handling the D.C. Everest Middle School evacuation on March 1, 2017. Your care and concern for students and staff and calm demeanor during the evacuation is appreciated.

In a district this large, many staff must work together to during a crisis. During the evacuation you were on site and relayed important information for decision-making back to Administration. You were responsive to all concerns and modified and adjusted as needed throughout the process. You communicated and worked with administrators, teachers, students, the bus vendor, and emergency personnel to achieve a smooth transition of the students and staff back and forth to Mountain Bay Elementary.

Dr. Stokopf, I commend you for your dedication to the safety of D.C. Everest students and staff. Thank you for your effort on behalf of the district! It is appreciated.

Sincerely,


Kristine A. Gilmore, Ed.D.
Superintendent

KAG/es

C: School Board
Personnel File



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221

Kristine A. Gilmore, Ed.D.
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March 7, 2017

Steven Pophal
D.C. Everest Area School District
6300 Alderson Street
Weston, WI 54476

Middle School Evacuations

On behalf of the D.C. Everest School Board would like to commend your efforts handling the D.C. Everest Middle School evacuations this February 23 and March 1. Your care and concern for students and staff and calm demeanor during the two evacuations is appreciated.

In a district this large, many staff must work together to during a crisis. During both evacuations you were one of the first responders and quickly assured the safety of students and staff. As the situation evolved you relayed important information for decision-making back to Administration. You were responsive to all concerns and modified and adjusted as needed throughout the process. In both situations you worked with administrators, teachers, students, and emergency personnel to achieve a smooth transition of the students and staff back and forth to Mountain Bay Elementary.

Mr. Pophal, I commend you for your dedication to the safety of D.C. Everest students and staff. Thank you for your effort on behalf of the district! It is appreciated.

Sincerely,


Kristine A. Gilmore, Ed.D.
Superintendent

KAG/es

C: School Board
Personnel File
Mary Jo Lechner



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221

Kristine A. Gilmore, Ed.D.
Superintendent

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March 7, 2017

Casey Nye
D.C. Everest Area School District
6300 Alderson Street
Weston, WI 54476

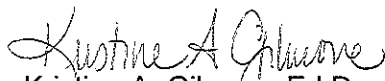
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In a district this large, many staff must work together to during a crisis. During both evacuations you were one of the first responders and quickly assured the safety of students and staff. As the situation evolved you relayed important information for decision-making back to Administration. You were responsive to all concerns and modified and adjusted as needed throughout the process. In both situations you worked with administrators, teachers, students, the bus vendor, and emergency personnel to achieve a smooth transition of the students and staff back and forth to Mountain Bay Elementary.

Dr. Nye, I commend you for your dedication to the safety of D.C. Everest students and staff. Thank you for your effort on behalf of the district! It is appreciated.

Sincerely,


Kristine A. Gilmore, Ed.D.
Superintendent

KAG/es

C: School Board
Personnel File
Steven Pophal



**Wisconsin
Advanced Placement
Advisory Council**

*****Press Release*****

Congratulations to DC Everest High School for being recognized by the Wisconsin Advanced Placement Advisory Council (WAPAC) as a Pacesetter school in Advanced Placement. Based on the below criteria DC Everest High School received a Level 3.

Level 1 % taking exams \geq 30% (school’s population) and % of scores 3 or above \geq 70%.

Level 2 % taking exams \geq 20% (school’s population) and % of scores 3 or above \geq 65%.

Level 3 % taking exams \geq 10% (school’s population) and % of scores 3 or above \geq 60%.

The impetus of this recognition is to recognize access and excellence regarding Advanced Placement. Pacesetter schools have provided impressive student access to AP courses and posted excellent AP exam results. The Pacesetter Award is unique to Wisconsin and emerged from WAPAC members who felt that many outstanding school districts in our state lacked recognition for AP excellence. In particular, WAPAC was interested in highlighting districts that are seldom recognized for their excellence in AP. The data for the WAPAC award is readily available from WISEdash data released from the Wisconsin Department of Public Instruction at <http://wisedash.dpi.wi.gov/Dashboard/portalHome.jsp>. WAPAC’s goal is to focus on increasing participation by recognizing Pacesetters or leaders in AP to encourage other districts to promote both access and excellence. WAPAC is proud to announce this year’s Pacesetter Award schools at Level 1 increased by five schools from the previous year. This Pacesetter Award celebrates success of individual schools and is not a competition or comparison between schools. For this reason no data comparing schools will be released.

2016 Pacesetter Results (*2015 AP data)	2015 Pacesetter Results (*2014 AP data)	2014 Pacesetter Results (*2013 AP data)
Level 1 schools 16	Level 1 schools 12	Level 1 schools 7
Level 2 schools 32	Level 2 schools 36	Level 2 schools 36
Level 3 schools 92	Level 3 schools 85	Level 3 schools 89

Note: 424 public schools were data mined for 2015-16.

The Wisconsin Advanced Placement Advisory Council is comprised of Wisconsin secondary and collegiate educators who are dedicated to expanding access to AP coursework and rigorous learning for all college bound students. To learn more about WAPAC visit: <https://eop.education.wisc.edu/eop/professional-learning/partnerships/wapac>



THE WREA FOUNDATION

The Charitable Arm of the
Wisconsin Retired Educators' Association

February 27, 2017

Kristine Gilmore, Superintendent
DC Everest Senior High School
6500 Alderson Street
Weston, WI 54476

Re: WREA Foundation Challenge Award

Dear Kristine:

On behalf of the Wisconsin Retired Educators' Association (WREA) Foundation, it is our pleasure to present one of the 2016 Challenge Awards to DC Everest Senior High School in recognition of its *Young Entrepreneurs Academy (YEA!)* Project.

My colleagues from WREA are honored to recognize you for your good work. We congratulate you on this award, and we want you to know that we are very proud that so many good things are happening in Wisconsin's public schools.

We are looking forward to meeting you and making our presentation. Confirmation of date, time, and place will be mailed at a later time. We have enclosed a Photo Permission Form that needs to be signed and returned to us so that we may publish photo(s) of your innovative project in the *WREA News*.

Young Entrepreneurs Academy (YEA!) is making a difference in many lives, and you inspire us. You are an outstanding role model for the educational profession. Through the efforts of the entire school district and community, your project will have a lifelong impact on many individuals. Congratulations!

Sincerely,

Berland Meyer
WREA Foundation President

Diane Wilcenski
WREA Foundation Executive Director

Enclosure: Photo Permission Form
P.S. Press releases will be distributed the day of the award.

H:\WORD\FOUNDATIONCHALLENGEAWARDS2017\Winners\2017 CA Winner Congrat Superintendent Ltr.doc

D.C. Everest Junior High History Day - STATE QUALIFIERS – 2017

Historical Papers

Keegan Bohlman 1968 Olympic Protest

Individual Performances

Danni Langseth Lucy Parsons

Group Performances

Kennedy Christianson, Claire Marquardt, & Grace Woodward Rosie the Riveter

Individual Documentaries

Emily Johnson John Muir
Maddie Marten Irena Sendler
Grace Peterson Dr. Jack Kevorkian

Group Documentaries

Hannah Mullins & Aramie Theiss Virginia Hall

Individual Websites

Kate Magnusen Gilbert Baker

Group Websites

Aidan Earll & Ben Halambeck D-Day: Utah & Omaha

D.C. Everest Senior High History Day State Qualifiers

Papers

Mason Messner Governor Orval Faubus: Taking a Stand for Segregation
Emily Huffcutt Joseph Stalin: Creating a Superpower
Ben Peloquin Joseph Stalin: Taking a Stand Through Genocide
Eli Alsteen Vladimir Lenin

Individual Documentary

Yefang Lee The Ainu: Rekindling the Culture in Which Was Lost

Group Documentary

Claire Gelhaus & Jade Reigel A Leader Left Unrecognized: The Life and Legacy of Bayard Rustin
Maddie Krolow & Savannah Boden Indira Gandhi: Born a Leader

Individual Exhibit

Natalie Levy Golda Meir
Keta Oettinger Mary E. Walker: Breaking Stereotypes

Group Exhibit

Gabby Anderson & Malorie Schmoll The White Rose Movement: Students Against Tyranny

Individual Website

Sarah Giordano Riot Grrrl Revolution: Taking a Stand for Third Wave Feminism

Group Website

Megan Halamback & Horeb Mahmood Nixon's War on Drugs: Taking a Stand in History



6300 Alderson Street
Weston WI 54476

To: D.C. Everest School Board
From: Dr. Kristine Gilmore, Superintendent *KG*
Subject: Studer Update
Date: March 22, 2017

During our Board Retreat with Studer Group, we discussed how all staff were invited to participate in an Employee Engagement Survey to assess the extent to which leaders provided work environments supporting the highest performance for employees.

After receiving the results, all principals and department leaders invited all staff to participate in a feedback session to better understand the data. Staff provided input to the administrators on how they feel we could improve and then administrators created a plan for improvement, which is attached.

This survey is our baseline. The same survey will be given again in May to measure growth. The current recommendation from Studer is to offer the survey twice a year.



**D.C. Everest Area School District
Employee Engagement Survey
Baseline Results Report
November 2016**

Summary of Results for Scaled Survey Data

The D.C. Everest Area School District is committed to creating a great place for students to learn, teachers to teach, staff to work, and for parents to know that their child is receiving a great education. To build on this commitment, the leadership of the school district gathers data on essential goals and measures like employee engagement, quality of district support services, and student achievement. The district's journey of excellence using these measurable goals aligned to the Evidence-Based LeadershipSM framework began in 2016 and focuses on the use of data to identify gaps, take action, and follow through to ensure continuous improvement in D.C. Everest Area School District.

This is the Baseline Report for employee engagement measured through the administration of the Employee Engagement Survey. The Employee Engagement Survey was administered to all district employees **to assess the extent to which leaders provided work environments that support the highest performance for employees. Employees completed the survey about the work environment of the school or department they identified as the place where their supervisor is located.**

District Data Summary

The district's overall mean is **3.91**, using a scale of 1 to 5, and the number of employee responses (n) per item ranged from 505 to 508. Table 1 displays the overall mean and item means for the baseline survey administration.

Table 1. Overall Mean and Item Means

Engagement Items	Nov 2016 (n=509)
1. My principal/supervisor provides me with good processes and resources to do my job.	4.04
2. My principal/supervisor provides feedback on my strengths as an employee.	3.86
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.74
4. My principal/supervisor recognizes good performance.	3.94
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.12
6. My principal/supervisor makes the best use of available funds.	3.92
7. My principal/supervisor consults me on the decisions that affect my job.	3.74
8. The expectations for judging my performance are clear.	3.91
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.90
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.89
11. The superintendent manages district finances effectively.	3.75
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.88
13. The superintendent makes informed decisions based on the best interest of the district.	3.95
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.16
Overall District Mean	3.91

Employee Engagement Items

- The means representing the perceptions of employees about their direct supervisor’s leadership ranged from 3.74 to 4.12 (range of 0.38).
- Excluding the superintendent items, the three highest means are for the following items:
 - My principal/supervisor demonstrates a genuine concern for my welfare (4.12);
 - My principal/supervisor provides me with good processes and resources to do my job (4.04); and
 - My principal/supervisor recognizes good performance (3.94).
- Excluding the superintendent items, the three lowest means are for the following items:
 - Principal/supervisor led staff meetings make efficient use of time and are productive (3.74);
 - My principal/supervisor consults me on the decisions that affect my job (3.74); and
 - My principal/supervisor provides feedback on my strengths as an employee (3.86);
- The means representing the perceptions of employees about the superintendent’s leadership ranged from 3.75 to 3.95 (range of 0.20).
- Item 14 measures school pride by asking whether employees would “recommend a parent select the D.C. Everest School District for his or her child.” This item earned a mean of 4.16 for the baseline survey administration.
- Figure 1 on page 3 is a bar graph of the overall mean and item means for the D.C. Everest School District’s Employee Engagement Baseline Survey Administration.
- Table 3 and Figure 2 (page 5) show the distribution of responses from “Strongly Agree” to “Strongly Disagree” and by frequency and percentage for D.C. Everest’s Baseline Survey Administration. This is followed by school and district department results.

Figure 1. Overall Mean and Item Means for Employee Engagement Baseline Survey Administration

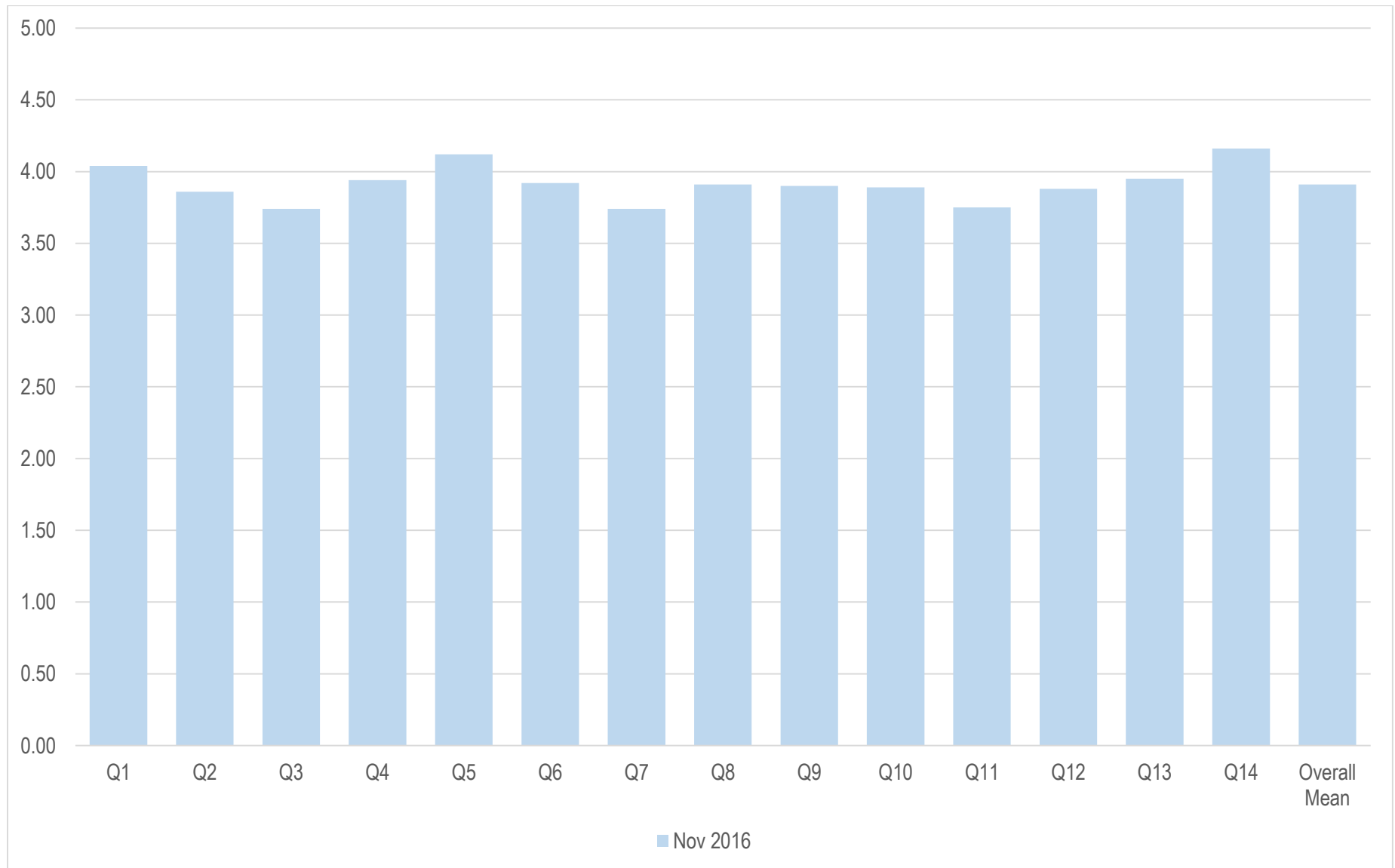


Table 2. Overall Mean and Item Mean Percentile Ranks across All Studer Education Partner Responses

Engagement Items	Nov 2016	Percentile Rank
1. My principal/supervisor provides me with good processes and resources to do my job.	4.04	40
2. My principal/supervisor provides feedback on my strengths as an employee.	3.86	36
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.74	6
4. My principal/supervisor recognizes good performance.	3.94	28
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.12	41
6. My principal/supervisor makes the best use of available funds.	3.92	25
7. My principal/supervisor consults me on the decisions that affect my job.	3.74	40
8. My principal/supervisor sets clear expectations to judge my performance.	3.91	37
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.90	30
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.89	52
11. The superintendent manages district finances effectively.	3.75	68
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.88	46
13. The superintendent makes informed decisions based on the best interest of the district.	3.95	74
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.16	74
Overall District Mean	3.91	46

Percentile ranks were developed to provide a *normed* comparison for each district’s item means and its overall mean. Table 2 displays the percentile ranks for each of the district’s item means and its overall mean. Percentile ranks are also provided for each school level, and for district departments (in aggregate); these are shown in Tables 6 – 9 within this report. Two benefits of using percentile ranks include:

- (a) a standardized frame of reference for item mean / overall mean interpretation, and
- (b) showing where a score, in this case the district’s item means and overall mean, fits within a larger distribution of scores.

The “larger distribution of scores” in this report includes responses from all Studer Education partners across all survey administrations through Spring 2016 (which represents approximately 110,000 individual responses or the equivalent of 124 districts in a Monte Carlo study). Using Monte Carlo simulation, the survey administration data are used to generate a dataset with 100,000 districts. The simulated dataset is based on the mean and standard deviation of the actual dataset, but has enough cases to smooth out the curve. The simulated dataset is used to calculate the percentile ranks. One item of note using the percentile rankings:

- ▼ D.C. Everest’s Overall District Mean of 3.91 is higher than 46% of all Studer Education partner districts’ overall mean *across all survey administrations*.

Figure 2. Employee Engagement Items Response Frequency by Category

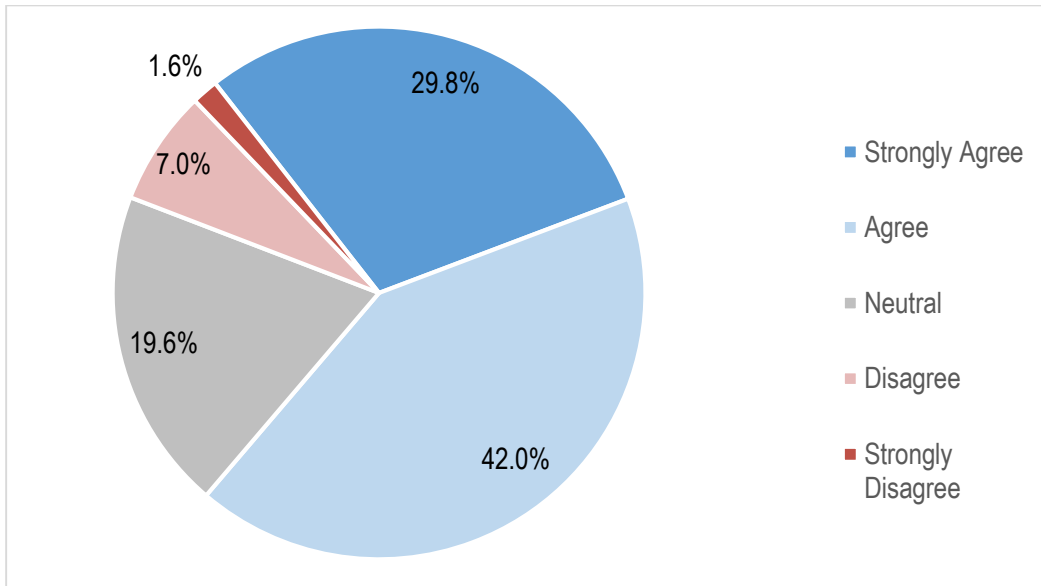


Table 2 below shows the distribution of responses from “Strongly Agree” to “Strongly Disagree” and by frequency and percentage for the baseline survey administration.

Table 3. Employee Engagement Items Response Frequency by Category for Baseline Survey Administration

Administration	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
November 2016	2,114	2,978	1,387	496	114
Percent of Total Responses (n = 7,089)	29.8%	42.0%	19.6%	7.0%	1.6%

School and Department Results

A total of 400 school employees participated in the Baseline Survey Administration. The overall mean for school employees was 3.92. A total of 109 district department employees participated in the Baseline Survey Administration; the overall mean for department employees was 3.90.

Tables 4 and 5 display the number of participants and mean by school and department for the baseline administration of the Employee Engagement Survey. Means are not displayed for schools/departments with $n < 5$.

Table 4. Number of Respondents by Individual School / Department by Survey Administration

School/Department	Nov 2016 n
Business/ Finance/Personnel Services	12
Curriculum	20
Custodial & Community Services	35
Evergreen Elementary	36
Food Services	11
Hatley Elementary	7
D.C.E Junior High	57
D.C.E Middle	59
Mountain Bay Elementary	38
Riverside Elementary	40
Rothschild Elementary	35
D.C.E Senior High	84
Special Ed/ Pupil Services	13
Superintendent	7
Technology	11
Weston Elementary	44
Total	509

Table 5. Overall Mean by Individual School / Department

School/Department	Nov 2016 Mean
Business/ Finance/Personnel Services	4.30
Curriculum	4.28
Custodial & Community Services	3.49
Evergreen Elementary	3.94
Food Services	4.13
Hatley Elementary	4.33
D.C.E Junior High	4.01
D.C.E Middle	3.88
Mountain Bay Elementary	4.11
Riverside Elementary	4.14
Rothschild Elementary	4.35
D.C.E Senior High	3.61
Special Ed/ Pupil Services	3.98
Superintendent	4.17
Technology	3.62
Weston Elementary	3.63
Total	3.91

Table 6. Mean for Elementary Schools and Item Mean Percentile Ranks

	Nov 2016	Percentile Rank
1. My principal/supervisor provides me with good processes and resources to do my job.	4.07	39
2. My principal/supervisor provides feedback on my strengths as an employee.	3.92	41
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	4.03	39
4. My principal/supervisor recognizes good performance.	3.93	26
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.20	45
6. My principal/supervisor makes the best use of available funds.	4.07	43
7. My principal/supervisor consults me on the decisions that affect my job.	3.88	51
8. My principal/supervisor sets clear expectations for judging my performance.	4.05	48
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.96	35
10. My principal/supervisor provides feedback concerning areas for improving my performance.	4.02	64
11. The superintendent manages district finances effectively.	3.84	77
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	4.02	59
13. The superintendent makes decisions in the best interest of the district.	4.07	83
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.40	88
Overall Elementary Schools Mean	4.03	57

Table 7. Mean for Middle Schools and Item Mean Percentile Ranks

	Nov 2016	Percentile Rank
1. My principal/supervisor provides me with good processes and resources to do my job.	4.05	53
2. My principal/supervisor provides feedback on my strengths as an employee.	3.71	32
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.43	11
4. My principal/supervisor recognizes good performance.	4.02	50
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.20	61
6. My principal/supervisor makes the best use of available funds.	3.68	19
7. My principal/supervisor consults me on the decisions that affect my job.	3.73	55
8. My principal/supervisor sets clear expectations for judging my performance.	3.88	46
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.93	49
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.83	48
11. The superintendent manages district finances effectively.	3.85	82
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.93	55
13. The superintendent makes decisions in the best interest of the district.	4.03	83
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.10	76
Overall Middle Schools Mean	3.88	50

Table 8. Mean for High Schools and Item Mean Percentile Ranks

	Nov 2016	Percentile Rank
1. My principal/supervisor provides me with good processes and resources to do my job.	4.00	58
2. My principal/supervisor provides feedback on my strengths as an employee.	3.83	56
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.46	14
4. My principal/supervisor recognizes good performance.	3.94	51
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.12	61
6. My principal/supervisor makes the best use of available funds.	3.77	34
7. My principal/supervisor consults me on the decisions that affect my job.	3.50	40
8. My principal/supervisor sets clear expectations for judging my performance.	3.84	52
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.80	43
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.82	60
11. The superintendent manages district finances effectively.	3.53	62
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.66	37
13. The superintendent makes decisions in the best interest of the district.	3.70	63
14. If given a choice, I would recommend that a parent select this district for his or her child.	3.81	49
Overall High Schools Mean	3.77	47

Table 9. Mean for District Departments and Item Mean Percentile Ranks

	Nov 2016	Percentile Rank
1. My principal/supervisor provides me with good processes and resources to do my job.	4.03	29
2. My principal/supervisor provides feedback on my strengths as an employee.	3.88	34
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.73	13
4. My principal/supervisor recognizes good performance.	3.91	22
5. My principal/supervisor demonstrates a genuine concern for my welfare.	3.94	16
6. My principal/supervisor makes the best use of available funds.	3.95	30
7. My principal/supervisor consults me on the decisions that affect my job.	3.82	37
8. My principal/supervisor sets clear expectations for judging my performance.	3.78	26
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.89	25
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.79	32
11. The superintendent manages district finances effectively.	3.84	53
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.86	27
13. The superintendent makes decisions in the best interest of the district.	4.03	58
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.20	61
Overall District Departments Mean	3.90	25

Appendix

Mean and Item Means by School and Department

November 2016 Baseline Survey Administration means available for schools/departments with $n > 5$.

Business/Finance/Personnel Services

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.67
2. My principal/supervisor provides feedback on my strengths as an employee.	4.17
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	4.17
4. My principal/supervisor recognizes good performance.	4.50
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.33
6. My principal/supervisor makes the best use of available funds.	4.67
7. My principal/supervisor consults me on the decisions that affect my job.	3.92
8. My principal/supervisor sets clear expectations to judge my performance.	4.17
9. My principal/supervisor provides the support needed to accomplish my work objectives.	4.33
10. My principal/supervisor provides feedback concerning areas for improving my performance.	4.25
11. The superintendent manages district finances effectively.	4.00
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	4.08
13. The superintendent makes decisions in the best interest of the district.	4.25
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.67
Overall Mean	4.30

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Curriculum

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.35
2. My principal/supervisor provides feedback on my strengths as an employee.	4.40
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	4.20
4. My principal/supervisor recognizes good performance.	4.35
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.45
6. My principal/supervisor makes the best use of available funds.	4.25
7. My principal/supervisor consults me on the decisions that affect my job.	4.30
8. My principal/supervisor sets clear expectations to judge my performance.	4.15
9. My principal/supervisor provides the support needed to accomplish my work objectives.	4.25
10. My principal/supervisor provides feedback concerning areas for improving my performance.	4.21
11. The superintendent manages district finances effectively.	4.22
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	4.22
13. The superintendent makes decisions in the best interest of the district.	4.17
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.44
Overall Mean	4.28

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Custodial & Community Services

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	3.63
2. My principal/supervisor provides feedback on my strengths as an employee.	3.40
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.31
4. My principal/supervisor recognizes good performance.	3.29
5. My principal/supervisor demonstrates a genuine concern for my welfare.	3.34
6. My principal/supervisor makes the best use of available funds.	3.46
7. My principal/supervisor consults me on the decisions that affect my job.	3.46
8. My principal/supervisor sets clear expectations to judge my performance.	3.44
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.46
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.43
11. The superintendent manages district finances effectively.	3.57
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.57
13. The superintendent makes decisions in the best interest of the district.	3.69
14. If given a choice, I would recommend that a parent select this district for his or her child.	3.80
Overall Mean	3.49

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Evergreen Elementary

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.00
2. My principal/supervisor provides feedback on my strengths as an employee.	3.72
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.75
4. My principal/supervisor recognizes good performance.	3.75
5. My principal/supervisor demonstrates a genuine concern for my welfare.	3.97
6. My principal/supervisor makes the best use of available funds.	4.08
7. My principal/supervisor consults me on the decisions that affect my job.	3.60
8. My principal/supervisor sets clear expectations to judge my performance.	3.89
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.72
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.89
11. The superintendent manages district finances effectively.	4.08
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	4.17
13. The superintendent makes decisions in the best interest of the district.	4.19
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.39
Overall Mean	3.94

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Food Services

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.27
2. My principal/supervisor provides feedback on my strengths as an employee.	4.36
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	4.18
4. My principal/supervisor recognizes good performance.	4.18
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.27
6. My principal/supervisor makes the best use of available funds.	4.18
7. My principal/supervisor consults me on the decisions that affect my job.	4.09
8. My principal/supervisor sets clear expectations to judge my performance.	4.18
9. My principal/supervisor provides the support needed to accomplish my work objectives.	4.18
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.91
11. The superintendent manages district finances effectively.	3.82
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	4.00
13. The superintendent makes decisions in the best interest of the district.	4.09
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.09
Overall Mean	4.13

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Hatley Elementary

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.57
2. My principal/supervisor provides feedback on my strengths as an employee.	4.57
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	4.57
4. My principal/supervisor recognizes good performance.	4.71
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.57
6. My principal/supervisor makes the best use of available funds.	4.43
7. My principal/supervisor consults me on the decisions that affect my job.	4.43
8. My principal/supervisor sets clear expectations to judge my performance.	4.57
9. My principal/supervisor provides the support needed to accomplish my work objectives.	4.43
10. My principal/supervisor provides feedback concerning areas for improving my performance.	4.29
11. The superintendent manages district finances effectively.	3.57
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.57
13. The superintendent makes decisions in the best interest of the district.	4.00
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.29
Overall Mean	4.33

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

D.C.E Junior High

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.18
2. My principal/supervisor provides feedback on my strengths as an employee.	3.96
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.86
4. My principal/supervisor recognizes good performance.	4.16
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.25
6. My principal/supervisor makes the best use of available funds.	3.86
7. My principal/supervisor consults me on the decisions that affect my job.	3.82
8. My principal/supervisor sets clear expectations to judge my performance.	4.05
9. My principal/supervisor provides the support needed to accomplish my work objectives.	4.05
10. My principal/supervisor provides feedback concerning areas for improving my performance.	4.02
11. The superintendent manages district finances effectively.	3.82
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.96
13. The superintendent makes decisions in the best interest of the district.	4.02
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.07
Overall Mean	4.01

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

D.C.E Middle School

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.05
2. My principal/supervisor provides feedback on my strengths as an employee.	3.71
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.43
4. My principal/supervisor recognizes good performance.	4.02
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.20
6. My principal/supervisor makes the best use of available funds.	3.68
7. My principal/supervisor consults me on the decisions that affect my job.	3.73
8. My principal/supervisor sets clear expectations to judge my performance.	3.88
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.93
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.83
11. The superintendent manages district finances effectively.	3.85
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.93
13. The superintendent makes decisions in the best interest of the district.	4.03
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.10
Overall Mean	3.88

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Mountain Bay Elementary

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.21
2. My principal/supervisor provides feedback on my strengths as an employee.	4.18
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	4.11
4. My principal/supervisor recognizes good performance.	4.24
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.34
6. My principal/supervisor makes the best use of available funds.	4.22
7. My principal/supervisor consults me on the decisions that affect my job.	4.16
8. My principal/supervisor sets clear expectations to judge my performance.	4.11
9. My principal/supervisor provides the support needed to accomplish my work objectives.	4.08
10. My principal/supervisor provides feedback concerning areas for improving my performance.	4.05
11. The superintendent manages district finances effectively.	3.70
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.89
13. The superintendent makes decisions in the best interest of the district.	3.95
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.35
Overall Mean	4.11

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Riverside Elementary

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.18
2. My principal/supervisor provides feedback on my strengths as an employee.	4.20
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	4.40
4. My principal/supervisor recognizes good performance.	4.12
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.42
6. My principal/supervisor makes the best use of available funds.	4.12
7. My principal/supervisor consults me on the decisions that affect my job.	4.08
8. My principal/supervisor sets clear expectations to judge my performance.	4.25
9. My principal/supervisor provides the support needed to accomplish my work objectives.	4.08
10. My principal/supervisor provides feedback concerning areas for improving my performance.	4.22
11. The superintendent manages district finances effectively.	3.70
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	4.00
13. The superintendent makes decisions in the best interest of the district.	3.88
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.38
Overall Mean	4.14

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Rothschild Elementary

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.34
2. My principal/supervisor provides feedback on my strengths as an employee.	4.34
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	4.34
4. My principal/supervisor recognizes good performance.	4.31
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.43
6. My principal/supervisor makes the best use of available funds.	4.40
7. My principal/supervisor consults me on the decisions that affect my job.	4.29
8. My principal/supervisor sets clear expectations to judge my performance.	4.46
9. My principal/supervisor provides the support needed to accomplish my work objectives.	4.31
10. My principal/supervisor provides feedback concerning areas for improving my performance.	4.46
11. The superintendent manages district finances effectively.	4.11
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	4.20
13. The superintendent makes decisions in the best interest of the district.	4.26
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.63
Overall Mean	4.35

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

D.C.E Senior High

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	3.88
2. My principal/supervisor provides feedback on my strengths as an employee.	3.73
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.18
4. My principal/supervisor recognizes good performance.	3.78
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.04
6. My principal/supervisor makes the best use of available funds.	3.71
7. My principal/supervisor consults me on the decisions that affect my job.	3.27
8. My principal/supervisor sets clear expectations to judge my performance.	3.70
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.63
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.69
11. The superintendent manages district finances effectively.	3.33
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.45
13. The superintendent makes decisions in the best interest of the district.	3.48
14. If given a choice, I would recommend that a parent select this district for his or her child.	3.63
Overall Mean	3.61

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Special Ed/Pupil Services

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.00
2. My principal/supervisor provides feedback on my strengths as an employee.	4.08
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.77
4. My principal/supervisor recognizes good performance.	4.08
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.08
6. My principal/supervisor makes the best use of available funds.	4.00
7. My principal/supervisor consults me on the decisions that affect my job.	3.92
8. My principal/supervisor sets clear expectations to judge my performance.	3.85
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.77
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.85
11. The superintendent manages district finances effectively.	3.92
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	4.08
13. The superintendent makes decisions in the best interest of the district.	4.15
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.15
Overall Mean	3.98

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Superintendent

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	4.14
2. My principal/supervisor provides feedback on my strengths as an employee.	3.57
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.43
4. My principal/supervisor recognizes good performance.	4.29
5. My principal/supervisor demonstrates a genuine concern for my welfare.	4.29
6. My principal/supervisor makes the best use of available funds.	4.71
7. My principal/supervisor consults me on the decisions that affect my job.	4.00
8. My principal/supervisor sets clear expectations to judge my performance.	3.57
9. My principal/supervisor provides the support needed to accomplish my work objectives.	4.43
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.86
11. The superintendent manages district finances effectively.	4.43
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	4.29
13. The superintendent makes decisions in the best interest of the district.	4.43
14. If given a choice, I would recommend that a parent select this district for his or her child.	5.00
Overall Mean	4.17

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Technology

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	3.73
2. My principal/supervisor provides feedback on my strengths as an employee.	3.64
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.45
4. My principal/supervisor recognizes good performance.	3.73
5. My principal/supervisor demonstrates a genuine concern for my welfare.	3.73
6. My principal/supervisor makes the best use of available funds.	3.45
7. My principal/supervisor consults me on the decisions that affect my job.	3.45
8. My principal/supervisor sets clear expectations to judge my performance.	3.36
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.64
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.45
11. The superintendent manages district finances effectively.	3.45
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.27
13. The superintendent makes decisions in the best interest of the district.	4.18
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.18
Overall Mean	3.62

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?

Weston Elementary

	Nov 2016
1. My principal/supervisor provides me with good processes and resources to do my job.	3.61
2. My principal/supervisor provides feedback on my strengths as an employee.	3.16
3. Principal/supervisor led staff meetings make efficient use of time and are productive.	3.50
4. My principal/supervisor recognizes good performance.	3.20
5. My principal/supervisor demonstrates a genuine concern for my welfare.	3.84
6. My principal/supervisor makes the best use of available funds.	3.53
7. My principal/supervisor consults me on the decisions that affect my job.	3.26
8. My principal/supervisor sets clear expectations to judge my performance.	3.51
9. My principal/supervisor provides the support needed to accomplish my work objectives.	3.60
10. My principal/supervisor provides feedback concerning areas for improving my performance.	3.49
11. The superintendent manages district finances effectively.	3.70
12. The superintendent uses a variety of methods to promote effective communication throughout the district.	3.95
13. The superintendent makes decisions in the best interest of the district.	4.09
14. If given a choice, I would recommend that a parent select this district for his or her child.	4.33
Overall Mean	3.63

What is working well in the school district?

What areas in the school district could be improved?

Is there anyone in the school district that you would like to recognize for good work?



D.C. Everest Area School District
6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

Building Action Plans as a Result of Staff Engagement Survey from Fall 2016

Senior High

1. Make the budgeting process more transparent and improve staff awareness.
2. Front load faculty meetings: PowerPoints, Videos, Podcasts, Information, Agendas, etc. to foster better discussions and decisions. Keep meetings as much as possible discussion based.

(This final goal was promoted by high school teachers to let the district know that the teaching staff wants their voices heard before decisions are made about programs and practices that have a direct impact on teaching and learning in their classrooms)

3. Committee based decisions should have greater utilization and influence on implemented programs and practices.

Junior High

- (1) JH Administration will focus on the development and enhancement of transparency with communication in regards to budget issues, scheduling (FTE), and various initiatives.

*This will be a very overt process where I will continually provide the "Why," for our staff about the critical areas listed above. These conversations will include email updates, PLC conversations at various times of the year and/or discussions during staff meeting times.

- (2) A model of professional development and collaboration will be followed for staff meetings.

*Staff meeting time will focus on professional growth. Often times, we will utilize a peer teaching model. I will be looking at the development of a weekly/biweekly staff newsletter for the purpose of disseminating information.

Middle School

1. One area of focus was on how to provide better feedback to you. In listening to your feedback it became clear that staff that I directly supervise have a different experience than those I don't. Further, it became clear that we all still value the informal feedback that comes outside of the supervision model(s).
 - Beginning with our next supervision cycle I will include 1-3 veteran staff on my supervision load
 - I will seek opportunities to increase verbal and written informal feedback
2. A second area of focus was on use of our time in meetings together. It was clear that we all want meetings to be clearly purposeful. We had a variety of opinions as to the importance of choice/differentiation (like our upcoming April and May meetings) versus the value of hearing a common message as one, united team.
 - Beginning with our next faculty meeting I will clarify the "why" on the meeting and selected format by including this in writing on the agenda.



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- I will share my year-long planning calendar for next year's faculty meetings with the whole staff as part of our opening.
- 3. Finally, you shared a wide range of perspectives regarding how much (or how little) you care to know about the budgeting process and decisions related to spending.
 - I will prepare an overview of the budget process that will be available for everyone. Additionally, I will offer opportunities for anyone interested in more detail to connect and talk through the process.

Evergreen Elementary

- *My principal/supervisor provides the support need to accomplish my work objectives.*

This is an important concept for all. I will continue meeting with staff during PLCs and other times to find out ways I can best support the staff at Evergreen. Also, during the meeting I asked staff to offer examples and what a "5" would look like. The issues below were cited frequently and will be explored further during PLCs and optional before-school meetings.

- **Subs:** There were a number of comments regarding this including:
 - Evenly pull staff to cover for shortages
 - Explore better ways to cover for shortages
 - Communicate shortages sooner
- **Support for Struggling Learners:** This theme included references to aligning our interventionists' time to our WIN times, keeping associates working with kids rather than on non-essential tasks, and advocating for additional interventionist time at Evergreen.
- **Outside PD:** Classroom teachers would like a consistent system for attending conferences.
- *My principal/supervisor consults me on the decisions that affect my job.*

This is also an important concept for all. Again, I will meet with staff during PLCs and other times to find out ways I can best consult with those affected by decisions. Also, I asked staff to offer examples and what a "5" would look like. The issues below were cited frequently and will be explored further during PLCs and optional before-school meetings.

- **Cabinet/Elementary Principal Meeting Updates:** Here staff are interested in getting updated about items that can be shared.
- **Out of Building:** Staff would like to know when I am out of the building with a quick email.



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- **Class Lists:** We need to reexamine this procedure.
- Offering positive feedback will continue as a school-wide initiative—thank you for helping spread the sunshine!

Hatley Elementary

Provide feedback to staff concerning areas for improving performance.

- A) The principal will schedule times to observe in class rooms creating a manageable schedule.
- B) Follow-up conversations will be scheduled.
- C) Check in with teachers to determine if they feel they are getting effective feedback.

Improve schedule of new curriculum adoptions at the elementary level.

- A) Create NO new adoptions for 2017/2018 school year. Allow teachers time to familiarize themselves with current adoptions.
- B) Study curriculum areas with a representative team to determine effectiveness of resources and determine need for coaching support.
- C) Manage the implementation so that staff has time to become familiar with curriculum and implement the changes.

Mountain Bay Elementary

Goal #1: My principal provides feedback concerning areas for improving my performance.

Action Plan Steps:

- ✓ Allot more time:
 - Prior to doing a formal walk-through, look at EE information to give a focus to the walk-through.
 - Following each walk-through, reflective follow up meetings will be scheduled.
 - During PLC meetings, allow more time for professional discussion.
- ✓ Writing focus:
 - With writing being new this year, I have scheduled into my day visiting a particular classroom during their writing block. I have attended every day for an entire unit and feel it has helped deepen my understanding of Lucy Calkins' writing.

Goal #2: Principal led staff meetings make efficient use of time and are productive.

Action Plan Steps:

- ✓ Went to every PLC and discussed what they would like to get out of our staff meetings:
 - Glows and grows
 - Grade level report outs



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- PD sharing (technology)
- ✓ Will have agenda sent prior to the scheduled meeting:

Riverside Elementary

My principal consults me on the decisions that affect my job.

Building Strategic Actions: Based on feedback from staff the following actions will be implemented to improve:

- Teachers identified that they needed communication about what staff members were out each day and what positions had unfilled or altered subs. Due to this each morning an email will be sent identifying who is out of the buildings that day, whether the job is filled or not, and who the sub is.
- Teachers identified that different groups of teachers were provided information at times that were different from others. Instead of communicating building information to individual groups or PLCs at different times, the information will now be communicated to all staff through the weekly emailed staff notes or staff meetings.

Rothschild Elementary

Priority: Provide staff with the support needed to accomplish their work objectives.

Action Items:

- Review with Director of Pupil Services and Director of Human Resources current process for recruiting a school psychologist.
- Communicate resolutions from major Office Discipline Referrals (ODR) by emailing or printing ODR when staff involved needs to be aware of implementation or change in behavior plan for a student (lessen reliance that staff is checking the Infinite Campus system for follow-up).
- Continue to support staff on their training for strategies in working with students with behavioral needs through use of: ESS teams, b.e.s.t. interventions, strategy training meetings with Dr. Hartwig, PBIS universal planning, Love and Logic staff meeting discussions, and district professional development.
- Continue to use building funding to support necessary resource and materials
- Continue to initiate discussions and keep open-door policy with staff so that needs can be comfortably communicated.
- Review duty schedule limiting, when possible, supervision requirements for teaching staff.



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Weston Elementary

- 1. My principal/supervisor provides feedback on my strengths as an employee.**
 - Provide more performance feedback to staff other than during formal observations.
 - Provide feedback both verbally and in written form more frequently.
- 2. My principal/supervisor recognizes good performance.**
 - Recognize each staff member at least once this year through staff notes, Pat on the Back, in writing, or other distinct way.
- 3. My principal/supervisor consults me on the decisions that affect my job.**
 - Round with every full-time Weston staff member.
 - Rounding is asking a specific set of questions to get employee feedback and opinions of their positions and the direction of building improvement.
 - Meet monthly with staff groups.
 - EPU, Units, Interventionist, and SwD

Curriculum Department

1. Provide curriculum coordinators and principals detailed information about the various curriculum budgets: Title I, Title II, Title III, Curriculum - 820, and PD – 825. Coordinate planning between district Title and curriculum budgets, and building budgets as part of the 2017-18 budget planning cycle.
 - a. The Assistant Superintendent of C & L will create a document which includes a brief summary of each funding source and allowable requests for funds.
 - b. The curriculum team will meet with all stakeholders to review, explain and garner feedback on funding sources.
2. Improve communication flow within the department to include consistent communication with curriculum coordinators and principals.
 - a. Directors and Assistant Superintendent will meet weekly (Tuesdays at 8:00 am) to review short and long term priorities within the department.
 - b. Every attempt will be made to cross train both assistants for all initiatives within the department.
 - c. Budget, PD requests and approval procedures will be improved for the 2017-2018 school year to eliminate confusion about viable funds.

Pupil Services and Special Education

Priority 1:

Principal/supervisor led staff meetings make efficient use of time and are productive.

Action Items 1:

- Will continue to schedule all pupil services leadership, special education leadership, school nursing, school social work, OT/PT/SDPE, and administrative department



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meetings at the start of the school year and will keep meetings as scheduled throughout the year – as to not cancel since the meetings are extremely important, necessary and valued by all pupil services & special education groups.

- Pupil services leadership meetings will use a google doc to which agenda items can be added and that will be accessible to all team members. Pupil services leadership team members will be encouraged to add topics for discussion as desired. An agenda will be present at each meeting.

Priority 2:

My principal/supervisor provides the support needed to accomplish my work objectives.

Action Items 2:

- Will continue to advocate for appropriate and effective pupil services and special education staffing levels (i.e. school psychologist, school social work, early childhood program support, regular education early childhood leadership, etc.).
- Will continue to work toward more visibility and presence in all of our schools.
- Will continue to work toward providing timely responses to urgent level questions and concerns from pupil services and special education staff members so those staff members can perform to the best of their abilities.

Business/HR

Supervisor led staff meetings make efficient use of time and are productive (4.17).

Meetings will be held to a minimum length with an agenda that results in:

- A decision(s)
- A plan to complete a task or project with people responsible and a defined timeline
- A working document or process for district staff to use for efficiency and accountability

Supervisor consults me on decisions that affect my job (3.92)

Supervisor(s) will:

- Check with employees that will be affected by decisions that may change their work or processes to get their input (they often have an alternative that may be better or more efficient)
- Continue to communicate clearly with all people that may be affected by a change in process or practice (often the change affects various people)

Technology

1. Supervisor led staff meetings make efficient use of time and are productive.

- An agenda will be created with department staff input for each meeting.
- The agenda will be sent out prior to the meeting.
- Meetings will include professional learning opportunities.
- Leadership will help the group stay on topic.



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- List meeting norms at the top of agenda.
- 2. Supervisor sets clear expectations to judge my performance.
 - Revisit norms during meetings.
 - Quarterly work to set clear priorities.
 - Clearly communicate with individuals the priorities, expectations and validation of timelines.
 - Provide feedback at least quarterly in formal/informal manner on employee strengths.

Custodial

Lowest areas of concern

1. Principal/supervisor led staff meetings make efficient use of time and are productive.
2. My principal/supervisor recognizes good performance.
3. My principal/supervisor demonstrates a genuine concern for my welfare.

Main area of focus

1. My principal/supervisor recognizes good performance.

Top Ideas on ways we will address this concern

1. Communication (Supervisors stopping by more often to talk to employees)
2. Recognition
3. Principal recognizing the custodians at staff meetings

Things that have been done so far:

1. Email was sent to custodians in January recapping our meeting.
2. Going to at least two building a week to check in with custodians
3. After cleaning checks I am sending a card to custodians who have clean rooms.
4. I am also using the pat on the back system when I hear a custodian has gone above and beyond.



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Food Service

Pillar	Annual Goal	Priority	Action Items	Progress Results	Responsible Person
P E O P L E	Increase performance level on Employee Engagement Survey to 4.13 to 4.23	Provide feedback to staff regarding their performance	Round on 4 employees per month focusing on what is working well and barriers that exist	Use feedback to improve the department	Supervisor of Food Services
			Develop a more collaborative review process for food service staff	Using the current evaluation form, work with staff to get their input prior to their evaluation	Supervisor of Food Services and Building FS Coordinators
			Review and discuss the survey roll out process input & feedback results after each survey	Results shared in open meeting	Supervisor of Food Services
			Recognize positive results and actions	Send 4 Thank You Notes a month	Supervisor of Food Services
		Provide information to staff regarding decision making process	Develop a document to share with staff that has benchmarks for performance and decision making	Share the document along with explanation of benchmarks	Supervisor of Food Services



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Superintendent

Supervisor led staff meetings make efficient use of time and are productive.

- *Agendas will be updated to include informational items and action items. Outcome of agenda items, timelines and who will follow up will be added to the agenda.
- *Agenda items and supporting documents will be turned in by 2:00 pm on the Friday prior to the meeting.
- *Agenda will be sent out in advance and a follow-up agenda document will be sent out after the meeting.

Supervisor sets clear expectations to judge my performance.

- *Revisit norms during cabinet meetings.
- *Quarterly work to set clear priorities agenda.
- *Clearly communicate with individuals the priorities, expectations, and validation of timelines.

My supervisor provides feedback on my strengths as an employee.

- *Provide feedback at least quarterly in formal/informal manner on employee strengths.

To: D.C. Everest School Board

From: Idea Advisors

2/17/17

Re: Idea Summer Trip

The advisors at Idea have decided that we would like to take students on an extended, multiple day educational trip. As it stands now, the trip is 10 days from July 21-July 30 and travels through both the USA and Canada. Our goal is to teach students about the geography and formation of the Great Lakes, and the role the Lakes have played on the Midwest's history.

We will be travelling in a rented 12-person van. We will be travelling for several hours each day, before stopping and setting up camp. Students will be sleeping in gender separated tents. Chaperones will be a mix of advisors and parents. Each student will be paying their own way and fundraising to lower the cost.

In order to make this opportunity official, we are requesting the approval of the School Board, as this is an international, extended trip.



**D.C. EVEREST
SENIOR HIGH SCHOOL**

6500 Alderson Street
Weston, WI 54476

To: Kristine Gilmore
From: Thomas W. Johansen
Date: March 3, 2017
Subject: Band Trip to San Antonio, TX

The D.C. Everest High School Band has been invited to be in the Battle of the Flowers Band Festival in San Antonio, Texas, from April 26th –May 1st, 2017. The 6-day trip is hosted by Z Best Tours. Student cost for the trip is \$710. There will be 3 staff member chaperones/advisors along with 7 other parent chaperones for the 69 students attending. Parents of these students have been notified and are in support of the trip. District expenses will include a stipend of \$300 for each advisor. Other expenses for this trip will be covered by the students through fundraising with no money coming out of the high school or district budgets.

I am asking that you bring this request to the attention of the School Board for approval of the trip. Thank you for your time and assistance with this request.

Z BEST TOURS

PO Box 716, Menomonie, WI 54751
715-231-4025 Office / 715-231-4026 Fax
zbesttours.net / zbesttours@gmail.com

February 23, 2017

Joe Finnegan, Director
D.C. Everest High School Band
6500 Alderson Street
Schofield, WI 54476

Dear Joe:

The following is the itinerary for your trip to San Antonio from April 26 to May 1, 2017. This itinerary is subject to change and some of the times listed are approximate.

WEDNESDAY, APRIL 26, 2017

11:00 AM Buses arrive for loading (*Kobussen Trailways*)
12:00 PM Buses depart
TBD Rest stops and meals on your own en route

THURSDAY, APRIL 27, 2017

TBD Rest stops and meals on your own en route
3:00 PM Arrive and check in at Drury Inn & Suites Northwest, San Antonio
9806 Interstate Hwy 10 West
5:00 PM Depart for Festival
6:00 PM Arrive at Battle of the Flowers Band Festival
Alamo Stadium, 110 Tuleta Drive (Reserved Seating)
Depart for hotel immediately after the festival
11:00 PM Lights out / Night Time Security

FRIDAY, APRIL 28, 2017

7:30 AM Breakfast at the hotel (included)
9:30 AM Depart the hotel
10:30 AM Arrive at Byron P Steele II High School Auditorium
1300 FM1103, Cibolo, TX
11:30 AM Jazz performance
1:00 PM Band performance
2:00 PM El Mercado (Mexican Market); Lunch on your own
3:30 PM Tower of the Americas
739 E Cesar E. Chavez Blvd
5:00 PM Tour the Alamo
6:00 PM Free Time on the Riverwalk; Dinner on your own
TBD Return to hotel
11:00 PM Lights out / Night Time Security

Z BEST TOURS

PO Box 716, Menomonie, WI 54751
715-231-4025 Office / 715-231-4026 Fax
zbesttours.net / zbesttours@gmail.com

SATURDAY, APRIL 29, 2017

7:30 AM Breakfast at the hotel (included)
8:30 AM Depart for Mission San Jose
10:00 AM Depart for SeaWorld
10:30 AM Arrive at SeaWorld
Lunch on your own
3:00 PM Return to hotel / free time
TBD Depart for the Parade
7:30 PM Fiesta Flambeau Parade
Pizza after the parade at the hotel
11:00 PM Lights out / Night Time Security

SUNDAY, APRIL 30, 2017

7:00 PM Breakfast at the hotel (included)
8:30 PM Check out and depart for Fiesta Six Flags Theme Park
Meal voucher for lunch
3:00 PM Depart for home
TBD Rest stops and dinner on your own en route

MONDAY, MAY 1, 2017

TBD Rest stops and meals on your own en route
5:00 PM Arrive home

IMPORTANT INFORMATION:

Coach Company	Kobussen Trailways
Drivers	
Tour Manager	Dale Smith, 715-367-0088
School Contact	Joe Finnegan, 715-574-4699
Hotel (Apr 27, 27, 29)	Drury Inn & Suites San Antonio Northwest 9806 Interstate Hwy 10 West San Antonio, TX 78230, 210-561-2510

D. C. Everest Junior High School

1000 Machmueller Street
Weston, WI 54476
(715) 359-0511
Fax: (715) 359-9395

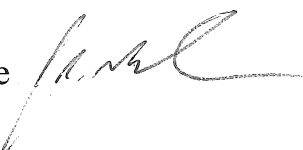
Jason McFarlane, Principal

Christopher Heller, Assistant Principal

Randy Weller, Assistant Principal

MEMORANDUM

TO: Dr. K. Gilmore & D.C. Everest School Board

FROM: Jason McFarlane 

DATE: March 3, 2017

The Junior High Fishing Team requests permission to take a fieldtrip and compete in a fishing tournament in Osage Beach, Missouri, March 29-April 4.

Thank you for your consideration of this request.

D. C. Everest Junior High School

1000 Machmueller Street
Weston, WI 54476
(715) 359-0511
Fax: (715) 359-9395

Jason McFarlane, Principal

Christopher Heller, Assistant Principal

Randy Weller, Assistant Principal

MEMORANDUM

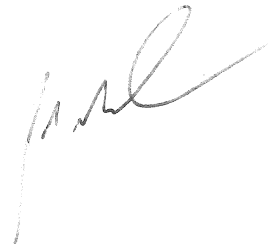
TO: Dr. K. Gilmore & D.C. Everest School Board

FROM: Jason McFarlane

DATE: March 7, 2017

The ninth grade AP Government classes request permission to take an educational field trip to Washington D.C., from February 19-24, 2018.

Thank you for your consideration of this request.

A handwritten signature in black ink, appearing to be 'J. McFarlane', is located in the lower right quadrant of the page.



**D.C. EVEREST
SENIOR HIGH SCHOOL**

6500 Alderson Street
Weston, WI 54476

To: Kristine Gilmore
From: Tom Johansen *TWJ*
Date: March 13, 2017
Subject: German Club trip to Germany

The German Club is planning a two-week trip to Dusseldorf, Germany in June 2018. This exchange is hosted by the German American Partnership Program (GAPP), a program that has provided exchange opportunities for D.C. Everest students since the 1980's. Students will be hosted by German families while attending school in Dusseldorf and during their time in Munich. Per student cost is approximately \$2700. The only district expense is the teacher/advisor stipend of \$500 each. Students and advisors will raise money through fundraisers to pay for the expenses of the trip.

I am asking that you bring this request to the attention of the School Board for approval of the trip. Thank you for your time and assistance with this request.

Dawn Seehafer

From: Alyssa Dercks
Sent: Monday, March 13, 2017 1:26 PM
To: Dawn Seehafer
Subject: Re: GAPP recommendations

\$2500- \$2800 per student (dependent on prices)

Alyssa Dercks
SH/JH German Teacher

On Mar 13, 2017, at 13:19, Dawn Seehafer <dseehafer@dce.k12.wi.us> wrote:

I think you told me this already but can you tell me how much per student this will cost?

“What we do, we do for kids!”

Dawn Seehafer
Principal's Secretary
D.C. Everest High School
(715)359-6561, Ext. 4021
Fax: (715)355-7220

From: Alyssa Dercks
Sent: Wednesday, November 16, 2016 2:57 PM
To: SRH-Teachers <SRH-Teachers@dce.k12.wi.us>; JRH-Teachers <JRH-Teachers@dce.k12.wi.us>
Subject: GAPP recommendations

Hello! It is time for the GAPP (German American Partnership Program - the exchange that happens with a German high school) to start rolling again. We are currently in the process of having introductory meetings and students are busy filling out applications. As part of the application, they need to get two teacher recommendations. We only want to bring the best of DCE to Germany and we need your help with that! We realize that you are all super busy, but we request that you take a little time out of your day to fill out a recommendation (good or bad) for that student. Please, be honest, as we do not want to bring anyone over who will not represent DCE well. Please then return it to one of the German teachers mailbox - Alyssa Dercks, Amy Stachovak, or Heidi Kolodziej. Thank you.

Alyssa Dercks
SH German Teacher

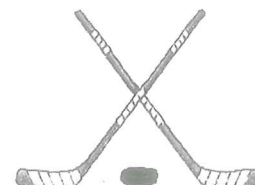
11	7	13	8		
<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>		
III III 1	III II	III III III	III III		TOTAL
	III	IIII	I		EVEREST 8
I	II	III I	I		EAST 10
III II	I	III	IIII		WEST 15
II	I		II		MOSINEE 5
I					HOME SCHOOL 1



Central Wisconsin Storm

Girls Hockey Roster

2016-17



Varsity

No.	Name	Year	Height	Position
1	Chloe Westberg	Junior	5'3"	Goalie
2	Kenna Bailey	Junior	5'5"	Forward
3	Abby Hannes	Junior	5'4"	Forward
4	Katelynn Schilling	Senior	5'4"	Forward
5	Maggie Piazza (A)	Senior	5'8"	Forward
6	Sami Brown (A)	Senior	5'2"	Forward
7	Katelyn Ramthun	Senior	5'8"	Forward
9	Eden Gruber	Fresh	5'5"	Forward
10	Taylor Treu (C)	Senior	5'9"	Defense
11	Erin Gruber	Junior	5'5"	Defense
12	Emelia Edmondson	Junior	5'9"	Forward
13	Sarah Croker	Soph	5'8"	Forward
14	Kaitlyn Klapatauskas	Soph	5'6"	Forward
15	Emma Kysely	Junior	5'8"	Forward
17	Jamie Henrickson (C)	Senior	5'4"	Defense
18	Emily Geiger	Senior	5'2"	Forward
20	Madi Ungerer	Junior	5'6"	Defense
21	Kiley Hahner	Soph	5'2.5"	Forward
22	Kassidy Oliva	Fresh	5'0"	Forward
23	Angie Stroik	Senior	5'5"	Forward
24	Allison Stevens	Junior	5'5"	Defense
26	Kristin Deffner	Soph	5'8"	Defense
27	Macy Stepan	Fresh	5'3"	Forward
28	Quinn Lodholz	Junior	5'6"	Forward
30	Athena Kayler	Junior	5'3"	Goalie
31/30	Mariah Lear	Junior	5'2"	Goalie
36/16	Trinity Foster	Fresh	5'5"	Forward

Junior Varsity

NO.	Name	Position	Height
1	Sydney Weiland 9	Goalie	5'2"
3	Abby Hannes	Forward	5'4"
8	Claire Tomczik 11	Defense	5'6"
12	Savanah Dobbs 9	Forward	5'4"
13	Sarah Croker	Forward	5'8"
14	Kaitlyn Klapatauskas	Forward	5'6"
16	Devin Cronk-Smith 10	Forward	5'9"
18	Emily Geiger	Forward	5'2"
19	Arianna Pfeiffer 10	Defense	5'6"
22	Kassidy Oliva	Forward	5'0"
25	Alexa Schulz 10	Forward	5'2"
27	Macy Stepan	Forward	5'3"
28	Quinn Lodholz	Forward	5'6"
29	Brooke Jackson 11	Forward	5'2"
30	Athena Kayler	Goalie	5'3"
31	Mariah Lear	Goalie	5'2"
32/10	Madison Kowalski 9	Defense	5'5"
33/23	Samantha Jackson 9	Forward	5'1"
34/24	Lauren Wincentsen 9	Defense	5'5"
35/15	Brenna Holtz 9	Defense	5'8"
36/26	Trinity Foster	Forward	5'5"
37/17	Challis Prohaska 9	Defense	5'8"



Head Coach: Peter Susens

Assistant Coaches: Steve Brown, Myranda Hayes,
and Greg Guenther

Athletic Director: James Sekel (DC Everest)

4. Our request for cooperative sponsorship is based on the following reasons:

5. The number of students participating at each school involved in this sport has been and is projected as follows:

SCHOOLS IN CO-OP	2-YEARS AGO 2014-15	LAST YEAR 2015-16	THIS YEAR 2016-17	NEXT YEAR 2017-18
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

6. We have reviewed and considered the following items: (indicate yes or no)

SCHOOL _____	SCHOOL _____
_____ Development of lead-up programs	_____ Development of lead-up programs
_____ Attempt to create interest in our own program	_____ Attempt to create interest in our own program
_____ Attempt to solve existing problems in our own program	_____ Attempt to solve existing problems in our own program
_____ We have agreed to application of academic code in the co-op	_____ We have agreed to application of academic code in the co-op
_____ We have agreed to application of athletic code in the co-op	_____ We have agreed to application of athletic code in the co-op
_____ Realization that incoming athletes may displace some of our school's youngsters from starting positions	_____ Realization that incoming athletes may displace some of our school's youngsters from starting positions
_____ Liability insurance coverage	_____ Liability insurance coverage
_____ Coaching salaries	_____ Coaching salaries
_____ Contest expenses	_____ Contest expenses
_____ Uniform expenses	_____ Uniform expenses
_____ Transportation expenses	_____ Transportation expenses
_____ Emergency medical treatment	_____ Emergency medical treatment

7. The school districts involved in this cooperative program are sharing costs as follows: _____

OFFICIAL ACTION OF WIAA BOARD OF CONTROL

The above request for cooperative team sponsorship is hereby granted. The request covers the school years of 2017-2018 and 2018-2019. The cooperative team sponsorship herein indicated must continue both years. Application must be made again in the event any or all schools are interested in continuing agreement beyond school years indicated.

David Anderson, Executive Director



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221

Aaron Nelson
Finance Manager

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

TO: Dr. Kristine Gilmore, Superintendent
Jack E. Stoskopf, Jr., Assistant Superintendent Business/Personnel Services

FROM: Aaron Nelson, Finance Manager

RE: Elementary Start & End Time Recommendations

DATE: 3/3/2017

With the exception of Hatley Elementary, the D.C. Everest Area School utilizes a double route system for school bus transportation. In the morning buses pick up MS, JH, and SH students, deliver them to their respective schools, and then the buses proceed to pick up and deliver elementary students. The same takes place at the end of the school day. This system has been successful in delivering students to and from school on a timely basis while fully utilizing the transportation fleet.

With the current start and end times at Hatley Elementary, the district has been unable to use the double run system. In the morning the district has four exclusive buses that are assigned to Hatley Elementary, and in the afternoon two exclusive buses are assigned for Hatley Elementary, and two additional buses deliver a small number of MS students home and then proceed to Hatley Elementary. As a result of this underutilization of our school bus fleet, we have many rural MS, JH and SH students that are on school buses in the morning and afternoon for extended periods of time.

Many school bus routes do not have enough time to deliver students to school or back home between their secondary and primary routes. For example, in the afternoon MS and SH students are routed to the JH transfer point which is completed around 3:05 PM. From there the school buses proceed to deliver the secondary students home and then are scheduled to arrive at the elementary schools with the current dismissal time of 3:35 PM. In many situations the buses are unable to arrive at the elementary schools in time for dismissal and as a result this causes a congestion problem, students are dismissed and do not have a bus waiting for them.

Beginning in the 2017-18 school year, I am requesting that the following changes take place:

1. Elementary start times will change from 8:42 AM to 8:45 AM.
2. Elementary dismissal times change from 3:35 PM to 3:40 PM.
3. Hatley Elementary start and end times would follow the above elementary times. The current start and end times at Hatley Elementary are 8:15 AM and 3:13 PM.

Advantages of the bell time changes are:

1. Hatley Elementary buses would fully utilize double routes which would help reduce AM and PM ride time for rural MS, JH and SH students.

2. Buses would have more time to pick up elementary students in the morning and deliver secondary students home in the afternoon before they would begin their second route.
3. Provide consistent start and end times for all elementary schools.
4. The above proposal would be implemented with no additional cost to the district.

The disadvantages of the bell time changes are:

1. The change in bell time at Hatley Elementary may impact families' work schedules. A before and after school program is available at Hatley Elementary.

Craig Miller, Director of Elementary Education, met with his staff at Hatley Elementary and there were no concerns regarding the potential change in school start and end times. Craig Miller and I also met with the Hatley Elementary PTO on Thursday, March 3rd and the group did not oppose the recommended change in school start and end time knowing this would have a positive impact in school bus ride times for their secondary students.

I recommend the school board accept these start end time changes beginning with the 2017-2018 school year.



D.C. Everest Area School District

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Weston, WI 54476
Phone 715-359-4221

Jack E. Stoskopf, Jr., Ed.D.
Assistant Superintendent
Business/Personnel Services

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TO: Dr. Kristine Gilmore, Superintendent

FROM: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services

RE: End-Of-Year Spending

DATE: March 9, 2017

The school board is asked to authorize the district administration to carefully and strategically plan for effective one time spending of any budget monies that may become available as we approach the end of our fiscal year.

The benefit of spending the money to complete some needed projects and make some needed purchases affords the district the opportunity to maximize our state aid for 2017-2018.

Your approval in allowing administration to strategically spend end-of-year funds to best meet the needs of the district is recommended.



6300 Alderson Street
Weston WI 54476-3908

Phone (715) 359-4221 Fax (715) 359-2056

TO: Dr. Kristine Gilmore, Superintendent
Dr. Jack E. Stoskopf, Jr., Assistant Superintendent

FROM: Dr. Kim Hall, SPHR, SHRM-SCP, Director of Human Resources
Kalli Yaklyvich, SHRM-CP, Human Resources Generalist

RE: Revised Food Service Pay Schedule Recommendation

DATE: March 15, 2017

At the February School Board Meeting, the Board adopted a pay schedule for food service staff. As part of that adoption, the Board also requested the starting pay rate be increased to \$12.00 per hour and a new schedule be recommended.

After looking at the adopted schedule and adjusting a majority of steps based on the start rate of \$12.00 per hour, we are recommending the attached schedule and are requesting this revised schedule go into effect as of July 1, 2017. We feel this revised schedule provides employees with a more competitive path for wage growth.

Most staff received over a \$1.00/hr. raise when placed on the new schedule. Fourteen staff members will still receive an increase, but the amount is comparably less than the others. Therefore, those getting an increase of less than \$1.00/hr. will receive in the range of \$250.00 - \$700.00 as one-time payout this year only. The schedule will then provide a path for future raises for everybody.

Please forward to the School Board for approval.

Food Service	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
	1	3					
Coordinator/Specialist	\$ 14.65	\$ 15.07	\$ 15.49	\$ 15.90	\$ 16.32	\$ 16.74	\$ 17.16
			1		1		
Cook I	\$ 13.50	\$ 13.90	\$ 14.30	\$ 14.70	\$ 15.10	\$ 15.50	\$ 15.90
	8	1		4			
Cook II	\$ 12.60	\$ 12.95	\$ 13.30	\$ 13.65	\$ 14.00	\$ 14.35	\$ 14.70
	4	2					
Server/Cashier	\$ 12.30	\$ 12.60	\$ 12.90	\$ 13.20	\$ 13.50	\$ 13.80	\$ 14.10
	12		1	1			
Cafeteria Server	\$ 12.00	\$ 12.25	\$ 12.50	\$ 12.75	\$ 13.00	\$ 13.25	\$ 13.50



D.C. Everest Area School District

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Jack E. Stoskopf, Jr., Ed.D.
Assistant Superintendent
Business/Personnel Services

MISSION STATEMENT

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TO: Dr. Kristine Gilmore, Superintendent
FROM: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services
RE: Administrator and At-Will Salary Employee Increases 2017-2018
DATE: March 15, 2017

As we begin to build next year’s budget, the largest cost is salaries and benefits for all our employee groups. The board approved the teacher salary schedule a couple years ago as well as the support staff schedule that was updated and approved in December of 2016. In January 2017 the board approved the placement and future salary schedule for the custodial group. This work has allowed us to plan our budget with pin point accuracy – which allows for better planning and use of available district dollars. The only two groups that need salary amount increases determined by the board are administrators and at-will salaried employees.

The average support staff member increase for 2017-2018 is approximately 2.7%. With a large number of teachers having completed their professional development, the overall teacher increases will average just over 3% (some more and some less). The custodial placement year will yield an average of approximately 2.5% (some more and some less).

We have calculated the cost of providing various increases for district administrators and at-will salaried employees. Historical increases as well as a chart of what the cost would be based on various percent increases is below. We ask the board to determine and approve the percent increase for administrators and at-will employees for the 2017-2018 school year.

Historical Administrator Increases

2011-2012	0.00%
2012-2013	0.00%
2013-2014	2.00%
2014-2015	1.47%
2015-2016	1.62%
2016-2017	1.52%
6 Year Average	1.10%

NOTE: At-will has varied and has evolved as a work group recently. Increases have been the same as Admin the past two years.

Percent Increase	Administrator Cost	At-Will Cost
1.50%	\$56,121.55	\$16,182.68
1.75%	\$65,475.14	\$18,879.79
2.00%	\$74,828.73	\$21,576.90
2.25%	\$84,182.32	\$24,274.01
2.50%	\$93,535.91	\$26,971.13
2.75%	\$102,889.50	\$29,668.24



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Business/Personnel Services

MISSION STATEMENT

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TO: Dr. Kristine Gilmore, Superintendent

FROM: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services

RE: Facilities Study Master Agreement

DATE: March 15, 2017

As you are aware, Dr. Gilmore and I completed an interview process with five (5) companies seeking to find a partner to complete a facilities study, survey the community, assist in referendum planning and communications, and then managing and coordinating all potential projects.

We interviewed five excellent firms. The companies that were not selected will, however, have an opportunity to bid on the various projects should they come to fruition. Each has been contacted and informed of the direction we are going and were pleased that they will be included in the bidding process.

Attached is the master agreement between the D. C. Everest School District and NEXUS Solutions. The agreement authorizes NEXUS to engage in a comprehensive facilities study of all district schools. The maximum cost for this study is \$.05 per square foot which would be approximately \$50,000. Should a referendum be recommended by the board and approved by the community, the cost of the facilities study would roll into the total project cost. NEXUS would commence their work in coordinating and overseeing all the projects.

Dr. Gilmore and I had a follow-up meeting with the representatives from NEXUS Solutions on Tuesday, March 14, 2017, to discuss the agreement.

It is recommended the board approve the attached agreement.

NOTE: Some board signatures will be required.



DATE: March 21, 2017

PARTIES: D.C. Everest Area School District
6300 Alderson Street
Weston, Wisconsin 54476-3908

Nexus Solutions, LLC (Nexus)
10 West Mifflin Street, Suite 210
Madison, Wisconsin 53703

PROJECT: Comprehensive Facilities Improvement Plan (Plan)
Development & Implementation Master Agreement (Agreement)

Overview

1. The D.C. Everest Area School District (District) is contracting with Nexus Solutions, LLC to develop and implement a Plan for the District. Professional services to be provided by Nexus include, but are not limited to: assessment, communication, planning, financial solution development, program management, architecture, engineering, construction management, commissioning, and performance guarantees. To develop and implement the Plan in a timely and logical manner, a three-phase approach will be used:

Phase I – Assessment

Existing capital and maintenance needs are analyzed and potential solutions, including funding options, are developed.

Phase II – Evaluation

Multiple plans are considered and the Board decides which options to pursue, if any.

Phase III – Implementation

Detailed designs are completed and, utilizing a fully transparent project management process, construction work is competitively bid and trade contractors are professionally managed.

This Agreement defines the obligations of both parties during each phase.

Scope of Work

2. The Scopes of Work for Phases I, II, and III are defined on Attachments A, B, and C (the "Work"). The purpose of Phases I and II is to have Nexus formulate a Plan for the District. The purpose of Phase III is to implement the Plan, once it is approved by the School Board (Board). To ensure the benefits associated with Nexus' recommendations are realized by the District, all professional services required to deliver Phase III shall be provided by Nexus. To deliver these services, Nexus may self-perform the work as identified in the overview or may utilize the services of sub-consultants.

The Parties to this Agreement understand and agree that for Phase III, Nexus shall be issued specific Job Orders that outline particular scopes of work. Those Job Orders shall incorporate this Agreement and the attachments hereto. The Parties will utilize AIA contract documents or Nexus' performance contract document to provide the terms and conditions for the Job Orders. The District retains the right to proceed with all, some or none of the recommended Phase III work, in its sole discretion.

Price and Payment Terms

3. Phases I and II: The costs associated with Phase I and II shall be included in the Plan approved by the Board. As part of the Board's approval of the Plan, the District agrees to pay Nexus for Phases I and II.

4. If for any reason, the Board does not approve the Plan or substantial portions thereof, or does not proceed with Phase III, then the District shall upon receiving an invoice from Nexus, pay Nexus an amount up to \$0.05 per square foot for each building included in the audit. Notwithstanding the above, this amount shall be due no later than 120 days following the completion of Phase II. The Parties understand that this negotiated audit fee does not represent the true cost of executing the comprehensive audit and, as such, it is a "walk away" fee should the District decide not to proceed with Phase III. In return, the District agrees that it shall not proceed with Phase III Work with any company other than Nexus pursuant to paragraph 13. Assuming that the District does proceed with Phase III, the actual development costs will be rolled into the Plan approved by the Board.

5. If the District elects to proceed with Phase III, then the District shall execute a written notice to proceed to Nexus and execute any necessary contract documents or amendments to this Agreement required for Nexus to begin the Phase III Work. If the District does not proceed with Phase III Work, then the District is not obligated to execute any additional contract documents with Nexus for Phase III Work.

6. Phase III: The District agrees to use, and has selected Nexus to provide all professional services associated with Phase III: Implementation of the Plan. Phase III Work shall include, but not be limited to the following Projects: new construction, additions, remodeling, renovation, repairs, energy conservation measures, and other facilities improvements. For Phase III Work, the District shall issue separate Job Orders consistent with the compensation in this Master Agreement, Attachment C ("Phase III Fees") and the Terms and Conditions in this Master Agreement, Attachment D. Nexus agrees that all Phase III Work managed or performed by them will comply with the applicable competitive bidding laws in Wisconsin.

7. Payment for all Phase III services will be paid on a progress billing basis. Progress billings will commence upon approval of the Plan by the Board. All Work completed by Nexus will be billed in accordance with the Fee Schedule outlined in Attachment C to this Agreement.

8. The District and Nexus agree all Phase III Work shall be conducted in accordance with the Terms and Conditions outlined in Attachment D to this Agreement. In the event the Phase III Work is approved by the District and later is terminated by the District, Nexus shall be entitled to payment for all fees and costs it incurs through the date of termination, including preparatory work completed in anticipation of Phase III Work.

Ownership of the Documents

9. To the maximum extent permitted by applicable Law, all Documents, produced for Phase III by Nexus, and all copyrights, trademarks, and patents, including without limitation, the right to all copies thereof (e.g., negatives, sketches, drafts, originals, electronic media) and all of the exclusive rights listed in 17 U.S.C. 106 shall for all purposes belong to and be owned exclusively by Nexus, and Nexus shall have the right to use, reproduce, and to make derivative works from the Documents. To the maximum extent permitted by applicable Law, the Documents shall be deemed "works made for hire" owned by Nexus. The District agrees it shall not use the work product created by Nexus for Phase III for any reason other than to complete the Projects contemplated by such work product.

10. After the Plan is approved by the Board and Nexus receives a written notice to proceed for Phase III Work, the Parties agree the District shall be allowed to use Nexus' work product, as-built plans, documents, and concepts created during Phase I and II, during the time period Phase III is being completed in order to facilitate the repair and maintenance of its Properties.

The District and Nexus agree the work product created by Phase I and II is proprietary information and may be copyrighted by Nexus. The District shall not sell, share or distribute the work product created as a result of Nexus' Work to any party, individual or entity. The District has no right or title to the work product and shall not use the work product for any purpose other than those purposes directly benefiting the project described in this Agreement. Nexus has the right to use, reproduce, and to make derivative works from documents and other data generated or collected during the completion of Phase I and II Work. If Nexus seeks to use information collected during Phases I, II, and III, and if such information is specific to the District or if it may be confidential information regarding students, employees or the District, then the consent of the District shall be required to use such District specific information.

The District is entitled to keep electronic and hard copies of the work products, including plans, specifications, and construction documents, created pursuant to the Job Orders. The District may provide such documents to other professional service providers that the District may retain after Nexus' Work is completed to assist with the construction, repair, maintenance, and preservation of its properties.

Term and Termination

11. This Agreement may be terminated by either Party upon not less than 14 days' written notice should the other party fail to substantially perform in accordance with the terms of the Agreement through no fault of the Party initiating the termination.

12. This District expressly waives their right to terminate this Agreement or subsequent Job Orders for convenience or without cause.

13. This Agreement shall expire three years (36 months) after Nexus receives the first written notice to proceed with the first Phase III Work from the Board or the Board approves and receives funding for the Phase III Work, whichever occurs later. This Agreement may be extended beyond the original three-year term upon the mutual agreement of both Parties.

Acceptance

To accept this Agreement in its entirety, including Attachments A, B, C and D please sign where indicated below.

D.C. Everest Area School District	Nexus Solutions, LLC
--------------------------------------	----------------------

Signature _____

Name Jason Jablonski

Title Board President

Date _____

Signature _____

Name Michael J. David

Title Principal

Date _____

Signature _____

Name Rita A. Kasten

Title Board Clerk

Date _____

Signature _____

Name Jack E. Stoskopf, Jr.

Title Assistant Superintendent

Date _____

PHASE I – Assessment

During Phase I, Nexus Solutions will provide comprehensive project development services, including:

1.0 Communication

- 1.1 Assist with development of a community outreach program
- 1.2 Assist with development of communications collateral
- 1.3 Present process overview and assessment updates to the District and stakeholder groups
- 1.4 Meet with local media (eg. newspaper), as needed
- 1.5 Organize tours of D.C. Everest Area Schools
- 1.6 Provide process updates for the District's website
- 1.7 Provide updates to the Board, as needed

2.0 Data Gathering & Analysis

Data gathering and analysis during the Assessment Phase will focus on the following areas:

- 2.1 Review District's existing facilities studies, demographic and capacity analysis
- 2.2 Review existing utility and operational expenses
- 2.3 Evaluate potential building additions (e.g. elementary cafetorium, new tech ed. wing and innovation center at the senior high)
- 2.4 Conduct educational adequacy assessment and identify remodeling needs
- 2.5 Evaluate opportunities to improve safety, security, and energy efficiency
- 2.6 Identify and prioritize District deferred maintenance needs
- 2.7 Develop conceptual floor plans of needed improvements/potential solutions
- 2.8 Establish accurate, itemized budgets
- 2.9 Devise multi-faceted financial solution that optimizes funding sources & minimizes taxes; funding sources may include capital, restructured debt, leveraged savings, Act 32, and referenda.

In order to help control costs during the Assessment Phase, the District agrees to provide access to District personnel and internal information to the extent permitted by the law. Nexus agrees that it will maintain the confidentiality of all confidential information.

3.0 Deliverable

A comprehensive report containing potential solutions. It is anticipated that this work will be completed by August 31, 2017.

PHASE II – Plan Evaluation

Utilizing the comprehensive report from Phase I, Nexus Solutions will help the District formulate the Plan. It is expected that the Plan will be objective and identify the financial resources necessary to execute it. The Plan will likely include updating, renovation, and possible expansion. At a minimum, Nexus Solutions services during Phase II will include:

1.0 Presentation & Revision of Preliminary Plans

- 1.1 Identify renovations and updates needed, including cost estimates
- 1.2 Identify efficiency improvements, including cost/benefit analysis
- 1.3 If new space is needed, provide budgets and justification
- 1.4 Refine financial solutions, including identification of funding sources
- 1.5 Based on feedback, provide recommendations and revise plans, as needed

2.0 Communication

- 2.1 Facilitate consensus building with administration, board, and community
- 2.2 Assist with the development of a communications plan
- 2.3 Assist with development of communications collateral.
- 2.4 Present draft plans to the District and multiple stakeholder groups
- 2.5 If needed, assist with public opinion polling using an independent third party (cost by District)
- 2.6 Meet with local media (eg. newspaper), as needed
- 2.7 Provide updates to the Board, as needed
- 2.8 If needed, assist with development of a referendum informational campaign

Once a preliminary Plan is developed, Nexus Solutions and the District may provide formal opportunities for the community to review and comment on the Plan. Ultimately, the outcome of this Phase will be a strategic plan that the Board can act on. It is expected that the Board will officially consider the final Plan in Fall 2017, unless an alternate timeline is agreed to by the Parties.

3.0 Deliverables

A Plan that can be presented to the Board for consideration, along with supporting justification. It is anticipated that this work will be completed by October 31, 2017.

PHASE III – Implementation

Facility improvements included in the Plan may begin immediately following Board approval. As Program Manager for the Plan, Nexus Solutions will provide all of the professional services required to deliver the Plan. To deliver these services, Nexus Solutions may utilize the services of sub-consultants. Nexus expects it will utilize the services of architects, engineers and other outside professionals to assist it in the performance of Nexus' professional services. The District retains the right to proceed with all, some or none of the recommended Phase III work, in its sole discretion.

This Schedule of Professional Service Fees provided in the Plan will serve as the basis for payment terms negotiated pursuant to Attachment D.

1.0 Next Steps

- 1.1 Based on scope of work stipulated in the Plan adopted by the Board, draft professional service Job Orders required to implement the Plan.
- 1.2 Work with District's financial advisor to finalize the financial strategy.
- 1.3 Prepare documentation as required to secure funding, including bonding and levy authority.
- 1.4 Work with the District to develop an implementation phasing plan for construction and remodeling.

2.0 Nexus Services

- 2.1 To implement the Plan approved by the Board, services provided by Nexus will include, but not be limited to: all program management and owners' representation services, all architectural services, all mechanical, electrical, structural, and civil engineering services, commissioning services and construction management services. Nexus will provide the aforementioned services either directly or using qualified sub-consultants.
- 2.2 Construction contracts will be procured in accordance with applicable Wisconsin and Federal law, including any competitive bidding requirements which may be applicable. If the work is completed via Performance Contract, the contract would be procured in accordance with Wisconsin Statute 66.0133 and Nexus would provide all professional services as previously described.

3.0 Compensation

For Basic Services as described in Attachment D, Nexus Solutions' compensation shall be computed as follows:

- 3.1 For Renovations, repairs, remodels, & new construction:
 - 3.1.1 Compensation for Program Management computed at 2.25% of the total Program Cost.
 - 3.1.2 Plus compensation for Architectural Services computed at 7.95% of the related Architectural Construction Cost, and not total Construction Cost.
 - 3.1.3 Plus compensation for Engineering Services computed at 8.95% of the related Engineering Construction Cost, and not the total Construction Cost.
 - 3.1.4 Plus compensation for Commissioning Services computed at 2.5% of the related Commissioning Construction Cost, and not total Construction Cost.
 - 3.1.5 Plus, compensation for Construction Management Services computed at 5.75% of the total Construction Cost.
- 3.2 All Costs references in 3.1 shall be budgeted cost. Fee percentages as described in 3.1 shall be used to calculate compensation as a stipulated sum based off of budgeted cost.
- 3.3 If professional services are required that have not been defined above, or which differ from those defined above, the Parties agree to negotiate reasonable fees based on typical industry rates.

4.0 Communication

- 4.1 Assist the development of a communications plan
- 4.2 Assist with development of communications collateral
- 4.3 Assist with development of a community outreach program
- 4.4 Present an overview of the Plan to stakeholder groups, as required
- 4.5 Meet with local media (eg. newspaper), as needed
- 4.6 Provide progress updates for the District's website
- 4.7 Provide updates to the Board, as needed

TERMS & CONDITIONS FOR PROFESSIONAL SERVICES

The Parties both agree to work in good faith to negotiate terms and conditions (T&C) for Professional Services identified in Attachment C. When completed, the T&C for each project or group of projects, will be attached and serve as an addendum to this Agreement. The Parties both agree to work together to complete the T&C(s) by December 31, 2017. Under no circumstances shall the T&C(s) contain language allowing the District to terminate this Agreement or subsequent Job Orders for convenience. Termination shall only be allowed if the party in default fails to cure after being given notice of the default and an opportunity to cure. However, the District retains the right to proceed with all, some or none of the recommended Phase III work, in its sole discretion.



Book	Policy Manual
Section	Policies for First Reading
Title	PHYSICAL EXAMINATION
Number	po1460* Revised
Status	First Reading
Adopted	May 25, 2016

1460 - PHYSICAL EXAMINATION

The School Board requires all candidates for positions in which the employee will come in contact with children or prepare food, as a condition of employment, to submit to an examination, including a test for tuberculosis, in order to determine the physical capacity to perform assigned duties. Such examinations shall be done in accordance with 118.25 Wis. Stats.

The Board shall also require the candidate, based on a contingent job offer, to submit to a test for controlled substances, the results of which must indicate there is no evidence of unlawful drug use. Such examinations shall be done in accordance with the Superintendent's guidelines.

Employees will be required to execute a release that complies with the requirements of the Health Insurance Portability and Accountability Act in order to allow the report of the medical examination to be released to the Board/Superintendent and to allow the Superintendent or his/her designee to speak to the health care provider who conducted the medical examination in order to get clarification. (See Form 1460 F2)

Reports of all such examinations or evaluations shall be delivered to the Human Resource Director ~~Superintendent~~, who shall protect their confidentiality. Reports will be discussed with the employee or candidate. In compliance with the Genetic Information Nondiscrimination Act (GINA) and Board Policy 1422.02 the successful candidate, who is required to submit to a medical examination, as well as the health care provider that is designated by the Board to conduct the examination, are directed not to collect genetic information or provide any genetic information, including the candidate's family medical history, in the report of the medical examination.

~~Employees will be notified of the results of the medical examination upon receipt.~~ Any and all reports of such examination will be maintained in a separate confidential personnel file in accordance with the Americans with Disabilities Act, as amended ("ADA") and the Genetic Information Nondiscrimination Act (GINA).

In the event of a report of a condition that could influence job performance, the Human Resources Director ~~Superintendent~~ shall base a non-employment recommendation to the Board upon a conference with the examining physician and substantiation that the condition is directly correlated to defined job responsibilities and reasonable accommodation will not allow the employee or prospective employee to adequately fulfill those responsibilities. Freedom from tuberculosis in a communicable form is a condition of employment for positions in which the employee will come in contact with children or prepare food.

The Board shall assume any fees for required examinations.

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Legal

118.25, Wis. Stats.

121.52(b), Wis. Stats.

29 C.F.R., Part 1630

29 C.F.R. Part 1635

42 U.S.C. 12101 et seq. Americans with Disabilities Act of 1990, as amended

42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

Last Modified by Ellen Suckow on March 17, 2017



Book	Policy Manual
Section	Policies for First Reading
Title	PHYSICAL EXAMINATION
Number	po3160* Revised
Status	First Reading
Adopted	May 25, 2016

3160 - PHYSICAL EXAMINATION

The School Board requires any candidate, who has been offered employment, as a condition of employment, to submit to an examination, including a test for tuberculosis, in order to determine the physical capacity to perform assigned duties. Such examinations shall be done in accordance with 118.25 Wis. Stats., ~~the Superintendent's guidelines, and/or the terms of the collective bargaining agreement.~~

The Board shall also require the candidate, based on a contingent job offer, to submit to a test for controlled substances, the results of which must indicate there is no evidence of unlawful drug use. Such examinations shall be done in accordance with the Superintendent's guidelines.

Employees will be required to execute a release that complies with the requirements of the Health Insurance Portability and Accountability Act in order to allow the report of the medical examination to be released to the Board/Superintendent and to allow the Superintendent or his/her designee to speak to the health care provider who conducted the medical examination in order to get clarification. (See Form 3460 F2)

Reports of all such examinations or evaluations shall be delivered to the Human Resources Director~~Superintendent~~, who shall protect their confidentiality. Reports will be discussed with the employee or candidate. In compliance with the Genetic Information Nondiscrimination Act (GINA) and Board Policy 3122.02, the successful candidate who is required to submit to a medical examination, as well as the health care provider that is designated by the Board to conduct the examination, are directed not to collect genetic information or provide any genetic information, including the candidate's family medical history, in the report of the medical examination.

~~Employees will be notified of the results of the medical examination upon receipt.~~ Any and all reports of such examination will be maintained in a separate confidential personnel file in accordance with the Americans with Disabilities Act, as amended ("ADA") and the Genetic Information Nondiscrimination Act (GINA).

In the event of a report of a condition that could influence job performance, the Human Resources Director~~Superintendent~~ shall base a non-employment recommendation to the Board upon a conference with the examining physician and substantiation that the condition is directly correlated to defined job responsibilities and reasonable accommodation will not allow the employee or prospective employee to adequately fulfill those responsibilities. Freedom from tuberculosis in a communicable form is a condition of employment.

The Board shall assume the fees for examinations.

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Legal	118.25, Wis. Stats.
	29 C.F.R., Part 1630
	29 C.F.R. Part 1635
	42 U.S.C. 12101 et seq. Americans with Disabilities Act of 1990, as amended
	42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act



Book	Policy Manual
Section	Policies for First Reading
Title	PHYSICAL EXAMINATION - Revised
Number	po4160*
Status	First Reading
Adopted	May 25, 2016

4160 - **PHYSICAL EXAMINATION**

The School Board requires any candidate, who has been offered employment, as a condition of employment, to submit to an examination, including a test for tuberculosis, in order to determine the physical capacity to perform assigned duties. Such examinations shall be done in accordance with 118.25 Wis. Stats., ~~the Superintendent's guidelines, and/or the terms of the collective bargaining agreement.~~

The Board shall also require the candidate, based on a contingent job offer, to submit to a test for controlled substances, the results of which must indicate there is no evidence of unlawful drug use. Such examinations shall be done in accordance with the Superintendent's guidelines.

Employees will be required to execute a release that complies with the requirements of the Health Insurance Portability and Accountability Act in order to allow the report of the medical examination to be released to the Board/Superintendent and to allow the Superintendent or his/her designee to speak to the health care provider who conducted the medical examination in order to get clarification (see Form 4160 F2).

Reports of all such examinations or evaluations shall be delivered to the Human Resources Director ~~Superintendent~~, who shall protect their confidentiality. Reports will be discussed with the employee or candidate. In compliance with the Genetic Information Nondiscrimination Act (GINA) and Board Policy 4122.02, the successful candidate who is required to submit to a medical examination, as well as the medical health care provider that is designated by the Board to conduct the examination, are directed not to collect genetic information or provide any genetic information, including the candidate's family medical history, in the report of the medical examination.

~~Employees will be notified of the results of the medical examination upon receipt.~~ Any and all reports of such examination will be maintained in a separate confidential personnel file in accordance with the Americans with Disabilities Act, as amended ("ADA") and the Genetic Information Nondiscrimination Act (GINA).

In the event of a report of a condition that could influence job performance, the Human Resources Director ~~Superintendent~~ shall base a non-employment recommendation to the Board upon a conference with the examining physician and substantiation that the condition is directly correlated to defined job responsibilities and reasonable accommodation will not allow the employee or prospective employee to adequately fulfill those responsibilities. Freedom from tuberculosis in a communicable form is a condition of employment.

The Board shall assume any fees for required examinations.

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Legal

118.25, Wis. Stats.

121.52(b), Wis. Stats.

29 C.F.R., Part 1630

29 C.F.R. Part 1635

42 U.S.C. 12101 et seq. Americans with Disabilities Act of 1990, as amended

42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

Last Modified by Ellen Suckow on March 17, 2017



Book Policy Manual
 Section Policies for First Reading
 Title TECHNOLOGY
 Number po7540*
 Status First Reading

7540 - ~~COMPUTER TECHNOLOGY NETWORK, AND INTERNET ACCEPTABLE USE AND SAFETY~~

The Board of Education is committed to the effective use of technology to both enhance the quality of student learning and the efficiency of District operations.

~~[X] However, the Students'~~ use of ~~the District's network and~~ District technology resources (see definition in Bylaw 0100) by students is a privilege not a right, Students and their parents must sign and submit a Student Technology Acceptable Use and Safety form () annually. (See also, Policy 7540.03)

The Superintendent or designee ~~District Administrator~~ shall develop (X), recommend for approval by the Board, and implement a written District Technology Procedure (DTP). One of the primary purposes of the DTP is to evaluate new and emerging technologies and how they will play a role in student achievement and success and/or efficient and effective District operations. () The Board will financially support, as the budget permits, the DTP, including recommendations to provide new and developing technology for students and staff.

~~-X]~~ The Superintendent or designee ~~District Administrator~~ shall create a Technology Governance Committee (see AG 7540B) to oversee and guide the development of the DTP. The District Administrator shall appoint individuals to the Technology Governance Committee that include representatives of all educational, administrative, and business/operational areas in the District.

The DTP ~~will provide~~ shall set forth procedures for ~~both~~ the proper acquisition of technology. The DTP shall also provide, and guidance to staff and students concerning making safe, appropriate and ethical use of the District's network(s). District technology resources, as well as ~~The DTP shall also~~ inform both staff and students about disciplinary actions that will be taken if Board technology and/or networks are abused in any way or used in an illegal or unethical manner. (See Policy 7540.03 and AG 7540.03 - Student Technology Acceptable Use and Safety, and Policy 7540.04 and AG 7540.04 - Staff Technology Acceptable Use and Safety)

The Superintendent or designee ~~District Administrator~~ (X), in conjunction with the Technology Governance Committee ~~_____~~, shall review the DTP and

(X) report

(X) recommend the approval of

any changes, amendments, or revisions to the Board (X) annually.

This policy, along with the Student and Staff Technology Acceptable Use and Safety policies, and the Student Code of Conduct, further govern students' and staff members' use of their personal communication devices (see Policy 5136 and Policy 7530.02). Users have no right or expectation of privacy when using District technology resources (including, but not limited to, privacy in the content of their personal files, e-mails and records of their online activity when using the District's computer network and/or Internet connection).

Further, safeguards shall be established so that the Board's investment in both hardware and software achieves the benefits of technology and inhibits negative side effects. Accordingly, students shall be educated about appropriate online behavior including, but not limited to, using social media to interact with others online; interacting with other individuals in chat rooms or on blogs; and, recognizing what constitutes cyberbullying, understanding cyberbullying is a violation of ~~District~~ Board policy, and learning appropriate responses if they ~~are victims of~~ experience cyberbullying.

For purposes of this policy, social media is defined as Internet-based applications that facilitate communication (e.g., interactive/two-way conversation/dialogue) and networking between individuals or groups. Social media is "essentially a category of online media where people are talking, participating, sharing, networking, and bookmarking online. Most social media services encourage discussion, feedback, voting, comments, and sharing of information from all interested parties." [Quote from Ron Jones of Search Engine Watch] Social media provides a way for people to stay "connected or linked to other sites, resources, and people." Examples include Facebook, Twitter, Instagram, webmail, text messaging, chat, blogs, and instant messaging (IM). Social media does not include sending or receiving e-mail through the use of District-issued e-mail accounts.

~~{CHOOSE ONE OF THE TWO THREE OPTIONS, IF DESIRED}~~

OPTION #1

~~[X] Social media shall be defined as internet based applications (such as Facebook, MySpace, Twitter, etc.) that turn communication into interactive dialogue between users. The Board authorizes the~~Staff may use social media for business-related purposes. Authorized staff may use District technology resources to access and use social media to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the District Administrator approves, in advance, such access and use. Use of social media for business-related purposes is subject to Wisconsin's public records laws and staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310 – Public Records, AG 8310A – Public Records, and AG 8310D – Records Retention and Disposal.

~~I~~nstructional staff and their students may use District technology resources to access and use social media from the District's network for educational purposes, provided such access has an educational purpose for which the instructional staff member has the prior approval of the principal approves, in advance, such access and use.

~~However, personal~~Students must comply with Policy 7540.03 and Policy 5136 when using District technology resources to access and/or use of social media, blogs, or chat rooms from the District's network is expressly prohibited and shall subject students Similarly, staff must comply with Policy 7540.04 and Policy 7530.02 when using District technology resources to access and/or use social media.

~~(-) and staff members to discipline in accordance with Board policy.~~

OR
OPTION #2

~~[] Social media shall be defined as internet based applications (such as Facebook, MySpace, Twitter, etc.) that turn communication into interactive dialogue between users. The Board prohibits students and staff members from using District technology resources to access and/or use any access and use of social media. by students~~

~~(-) and staff members from the District's network.~~

OR
OPTION #3

~~The Board prohibits students from using District technology resources to access and/or use social media. Staff may use social media for business related purposes. Authorized staff may use District technology resources to access and use social media to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the District Administrator approves, in advance, such access and use. Use of social media for business related purposes is subject to Wisconsin's public records laws and staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310 – Public Records, AG 8310A – Public Records, and AG 8310D – Records Retention and Disposal.~~

~~Staff must comply with Policy 7540.04 and Policy 7530.02 when using District technology resources to access and/or use social media.~~

~~{END OF FIRST SET OF OPTIONS}~~

~~[] The Board authorizes the access and use of social media from the District's network to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided such access and use is approved in advance by the District Administrator.~~

~~The District Administrator shall annually review the DTP to determine the effectiveness of the plan in meeting its objectives. A yearly report on the DTP and any changes, amendments, or revisions to it shall be presented by the District Administrator for action by the Board each year.~~

Legal 948.11, Wis. Stats.
 947.0125, Wis. Stats.

Last Modified by Ellen Suckow on March 10, 2017



Book	Policy Manual
Section	Policies for First Reading
Title	TECHNOLOGY PRIVACY
Number	po7540.01*
Status	First Reading

7540.01V1 - TECHNOLOGY PRIVACY

~~VERSION #1~~

The Board of Education recognizes its staff members' right to privacy in their personal lives. This policy serves to inform staff members of the Board's position with respect to staff-member privacy in the educational and workplace setting and to protect the Board's interests.

All District technology resources (as defined in Bylaw 0100) ~~computers, telephone systems, electronic mail systems, and voice mail systems~~ are the Board's property and are to be used solely for business purposes. The Board retains the right to access and review all information resources (as defined in Bylaw 0100), including but not limited to electronic and voice mail, computer files, data bases, and any other electronic transmissions contained in or used in conjunction with the Board's computer system/network, telephone system, electronic mail system, and voice mail system. Staff members should have no expectation that any personal information/data maintained, stored or transmitted ~~contained on or through~~ such systems is confidential or private.

Review of such information may be done by the Board with or without notice or the staff member's knowledge. The use of passwords does not guarantee confidentiality, and the Board retains the right to access information in spite of a password. ~~() All passwords or security codes for access to District technology resources must be registered with the Board. [END OF OPTION]~~ A staff member's refusal to permit such access may be grounds for discipline up to and including discharge.

~~Privacy in communication over the Internet and the Network is not guaranteed. To ensure compliance with the guidelines, the Board reserves the right to monitor, review, and inspect any directories, files, and/or messages residing on or sent using the Board's computers/network. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.~~

~~The Board has software and systems in place that monitor and record all Internet, World Wide Web, and computer usage. The Board wants users to be aware that security systems are capable of recording, for each and every user, each World Wide Web site visit, the amount of time spent actively using the World Wide Web, each chat, news group access, e mail message, and every file transfer into and out of our internal networks to the Internet. No District student or employee should have any expectation of privacy as to his/her Internet or World Wide Web usage, or the privacy of any electronic mail message, file, download, note, or other data stored on or transmitted or received through any Board computing facility. The Board reserves the right to review computing activity and analyze usage patterns, and may choose to publicize this data to assure that the Board's computing resources are devoted to maintaining the highest standards of educational benefit and employee productivity. Messages relating to or in support of illegal activities will be reported to the appropriate authorities. The use of passwords does not guarantee confidentiality, and the Board retains the right to access information in spite of a password. Computers, electronic mail, and voice mail are to be used only for business and educational purposes. No personal messages should be exchanged via Board owned technology. Staff members are encouraged to keep their personal records and personal business at home.~~

~~Because the Board's computer and voice mail systems~~ District technology resources are to be used solely for business and educational purposes, ~~staff members are prohibited from sending offensive, discriminatory, or harassing computer, electronic, or voice mail messages.~~

~~Choose Option #1 or Option #2~~

~~Option #1~~

~~[] No personal messages should be exchanged via Board-owned technology. Because District technology resources are to be used solely for business and educational purposes, staff members are prohibited from sending offensive, discriminatory, or harassing computer, electronic, or voice mail messages.~~

~~Staff members are encouraged to keep their personal records and personal business at home.~~

~~Option #2~~

X] Personal messages via Board-owned technology should be limited in accordance with the District Administrator's guidelines. Staff members are encouraged to keep their personal records and personal business at home. Because District technology resources are to be used primarily for business and educational purposes, staff members are prohibited from sending offensive, discriminatory, or harassing computer, electronic, or voice mail messages.

~~{END OF OPTIONS}~~

~~The Board is interested in its resources being properly used~~District technology resources must be used properly. Review of computer files, electronic mail, and voice mail will only be done in the ordinary course of business and will be motivated by a legitimate business reason. If a staff member's personal information is discovered, the contents of such discovery will not be reviewed by the Board, except to the extent necessary to determine if the District's interests have been compromised. Any information discovered will be limited to those who have a specific need to know that information.

The administrators and supervisory staff members authorized by the District Administrator have the authority to search and access information electronically.

~~All computers and any information or software contained therein District technology resources and District information resources are the property of the Board. Staff members shall not copy, delete, or remove any information/ or data contained on the Board's computers/servers District technology resources without the express permission of the District Administrator, or communicate any such information to unauthorized individuals. In addition, staff members may not copy software on to any Board computer District technology resources and may not bring software from outside sources for use on Board equipment District technology resources without the prior approval of the _____, . Such pre approval will shall include a review of any copyright infringements or virus problems associated with such outside software.~~

~~[] In accordance with State law, any staff member who sends an electronic message with the intent to frighten, intimidate, threaten, or harass another person or sends a message containing lewd, obscene, or profane language will be subject to appropriate discipline by the District and may be found guilty of a Class D misdemeanor.~~

~~No staff member will be required to provide District administration with access to personal internet accounts, such as social media accounts, that are password protected. This does not preclude administration from reviewing the contents of such accounts that are not restricted and are thus in the public domain, or from receiving information from those granted access to private information, provided that the District administration does not solicit the receipt of such information. Additionally, if private accounts are accessed from the District's computers, network and Internet services ("Network"), the staff member should have no expectation of privacy in the content of any files or records of their online activity while on the Network as prescribed in Policy 7540.04 Staff Network and Internet Acceptable Use and Safety.~~

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- Legal 948.11, Wis. Stats.
- 995.55, Wis. Stats.
- 947.0125, Wis. Stats

Last Modified by Ellen Suckow on March 13, 2017



Book	Policy Manual
Section	Policies for First Reading
Title	Special Release - Tech Update - Phase I Revised WEB CONTENT, SERVICES, AND APPS
Number	po7540.02*
Status	First Reading

7540.02 - ~~DISTRICT WEB PAGE~~ CONTENT, SERVICES, AND APPS

Creating Web Pages/Sites/Services and Apps

The Board of Education authorizes staff members ~~()~~ ~~and students~~ ~~[NOTE: END OF CHOICE]~~ to create web ~~pages/sites~~ content, apps, and web services (see Bylaw 0100 - Definitions) that will be hosted ~~only~~ by the Board's Board on its servers or District-affiliated servers and published on the Internet.

The web ~~pages/sites~~ content, services, and apps must reflect the professional image/brand of the District, its employees, and students. ~~The Web content, services, and apps of all pages~~ must be consistent with the Board's Mission Statement and staff-created web ~~pages/sites~~ content, services and apps are subject to prior review and approval of the District Administrator before being published on the Internet and/or utilized with students.

(X) Student-created web ~~pages/sites~~ content, services, and apps are subject to Policy 5722 – School Sponsored Publications and Production.

~~() The creation of web pages/sites content, services, and apps must be done under the supervision of a professional staff member.~~

The purpose of web ~~pages/sites~~ content, services, and apps hosted ~~only~~ by the Board's on its servers or District-affiliated servers is to educate, inform, and communicate. The following criteria shall be used to guide the development of such web pages/sites content, services, and apps:

A. Educate

Content provided in the web site should be suitable for and usable by students and teachers to support the curriculum and the Board's Objectives as listed in the Board's Strategic Plan.

B. Inform

Content may inform the community about the school, teachers, students, or departments, including information about curriculum, events, class projects, student activities, and departmental policies.

C. Communicate

Content may provide an avenue to communicate with the community.

The information contained on the Board's ~~web site~~ website(s) should reflect and support the Board's Mission Statement, Educational Philosophy, and the School Improvement Process.

When the content includes a photograph or information relating to a student, the Board will abide by the provisions of Policy 8330 - Student Records.

All links included on the Board's web pages website(s) or web services and apps must also meet the above criteria and comply with State and Federal law (e.g. copyright law, Children's Internet Protection Act, Section 504 of the Rehabilitation Act of 1973 (Section 504), Americans with Disabilities Act (ADA), and Children's Online Privacy Protection Act (COPPA)). Nothing in this

paragraph shall prevent the District from linking the Board's ~~web site~~website(s) to (1) recognized news/media outlets (e.g., local newspapers' web sites, services, and/or apps, local television stations' web sites) or (2) to web sites that are developed and hosted by outside commercial vendors pursuant to a contract with the Board. The Board recognizes that such third party web sites may not contain age-appropriate advertisements that are consistent with the requirements of Policy 9700.01, AG 9700B, and State and Federal law.

Under no circumstances is a ~~District-created~~ web site content, services, or apps to be used for commercial purposes, advertising, political lobbying, or to provide financial gains for any individual. Included in this prohibition is the fact no ~~web pages~~content contained on the District's web site may: (1) include statements or other items that support or oppose a candidate for public office, the investigation, prosecution or recall of a public official, or passage of a tax levy or bond issue; ~~(2) link to a web site of another organization if the other web site includes such a message; or~~ (2) communicate information that supports or opposes any labor organization or any action by, on behalf of, or against any labor organization. Nothing in this paragraph shall prevent the Board from linking on the District's web site to recognized news/media outlets (e.g., local newspapers' web sites, local television stations' web sites).

~~[] Under no circumstances is a staff member created web pages/site content, services, or apps, including personal web pages/sites, to be used to post student progress reports, grades, class assignments, or any other similar class related material. The Employees are required to use the Board specified maintains its own web site, service, or app (e.g. Progressbook) that employees are required to use for the purpose of conveying information to students and/or parents.~~

Staff members are prohibited from requiring students to go to the staff member's personal web pages/sites (including, but not limited to, their Facebook, Instagram, Pinterest or MySpace pages) to check grades, obtain class assignments and/or class-related materials, and/or to turn in assignments.

~~[] If a staff member creates a web page/site content, services, or apps related to his/her class, it must be hosted on the Board's server or a District-affiliated server.~~

Unless the web page/site content, service, or app contains student personally identifiable information, Board web sites, services, and apps that are created by students and/or staff members that are posted on the Internet should not be password protected or otherwise contain restricted access features, whereby only employees, student(s), or other limited groups of people can access the site. Community members, parents, employees, staff, students, and other web site users will generally be given full access to the Board's website(s), services, and apps ~~created pursuant to this policy.~~

PagesWeb content, services, and apps should reflect an understanding that both internal and external audiences will be viewing the information.

School web-site(s), services, and apps must be located on Board-owned or District-affiliated servers.

The District Administrator shall prepare administrative guidelines defining the rules and standards applicable to the use of the Board's website and the creation of web content, services and apps by staff () and students. The guidelines shall incorporate the administrative guidelines pertaining to website accessibility in AG 7540.02 - Web Content and Functionality Specifications.

The Board retains all proprietary rights to the design of web ~~sites and/or pages~~content, services, and apps that are hosted on ~~the Board's~~Board-owned or District-affiliated servers, absent written agreement to the contrary.

~~Students who want their class work to be displayed on the Board's web site must have written permission from their parent and expressly license its display without cost to the Board.~~

Prior written permission by a student's parent is necessary for a student to be identified by name on the Board's web site.

Instructional Use of Web Services and Apps

The Board authorizes the use of web services and/or apps to supplement and enhance learning opportunities for students either in the classroom or for extended learning outside the classroom.

~~- [SELECT OPTION #1 or #2]~~

~~- [OPTION #1]~~

~~The Board requires the [] District Administrator [] _____ pre approve each web service and/or app that a teacher intends to use to supplement and enhance student learning. To be approved, the web service or app must have a FERPA compliant privacy policy, as well as comply with all requirements of the Children's Online Privacy Protection Act (COPPA) and the Children's Internet Protection Act (CIPA) () and Section 504 and the ADA.~~

~~- [END OF OPTION #1]~~

-
~~{OPTION #2}~~

A teacher who elects to supplement and enhance student learning through the use of web services and/or apps is responsible for verifying/certifying to the Superintendent or designee ~~[] District Administrator []~~ that the web service or app has a FERPA-compliant privacy policy, and it complies with all requirements of the Children’s Online Privacy Protection Act (COPPA) and the Children’s Internet Protection Act (CIPA) () and Section 504 and the ADA.

-
~~{END OF OPTION #2}~~

The Board further requires

(X) the use of a Board-issued e-mail address in the login process.

~~() prior written parental permission to use a student’s personal e-mail address in the login process.~~

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Legal 995.55, Wis. Stats.
 948.11, Wis. Stats.
 947.0125, Wis. Stats.

Last Modified by Ellen Suckow on March 13, 2017



D.C. Everest Area School District

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Weston, WI 54476
Phone 715-359-4221

Aaron Nelson
Finance Manager

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

TO: Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services
Dr. Kristine A. Gilmore, Superintendent

FROM: Aaron Nelson, Finance Manager

RE: Workers' Compensation Rating for 2017-18

DATE: March 2, 2016

The Workers Compensation Experience Factor for our district, recently determined by the Wisconsin Compensation Rating Bureau for the 2017-18 school year is .79. This is a decrease when compared to the current school year Experience Rating of .87. Over the past ten years our average experience factor is .93, with our lowest rating being .79 and our highest being 1.14. The average industry rating is 1.0. As always we continue to emphasize safety, improvement of accident reporting and return to work and light duty initiatives.

Over the years we have taken many steps to reduce our Worker's Compensation losses and premiums. We have also worked closely with our insurance carrier to help improve work place safety throughout the district. The safety of our staff is a constant concern and we work hard to stay in front of issues, promote a return to work program and reduce our loss ratio.


Insurance premiums and dividends will be determined in the next couple months.

Thank you for honoring
our father's memory with
the lovely dish garden
memorial. It was a
perfect tribute to a
man who spent 91 years
growing crops on the
family farm.

Thank you for your
thoughts, prayers and kindness
during this difficult time.

The family of
Morris Wegner

Father of Sarah A. Wegner



Dear D.C. Everest School
Board Members


Thank you for the
beautiful flowers that
you sent for our father's
Memorial Service. We
were touched by your
gesture. We will miss him!

Sincerely,

Beth Martin
& Tom Rosenberg.

During our time of sorrow
we realize how much our
family and friends mean to us.
Your kind expression of sympathy
will always be remembered by our family.

The Family of Dr. Donald A. Rosenberg



*Thank you for the
beautiful plant in
my moms memory.*

Lois Korbel

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

The Family of
Joan M. Boehm

DC Everest School Board,

Thank you so much

for the nice

planter in memory

of my brother.

Deb Kaminski

Confidential

Regular School Board Meeting
Closed Session
Wednesday, February 22, 2017
DCE Administration Building
6300 Alderson St., Weston, WI 54476



- MINUTES -

1. **Adjournment to Closed Session Following the Open Meeting Pursuant to W.S.S. 19.85(1)(c) for Consideration of Early Retirement for a Teacher and the Superintendent's Yearly Review**
Motion by Schaefer, second by Xiong to adjourn to closed session. With a roll call vote: Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes, all yes.
Motion carried. Time was 7:35 p.m.

2. **Approval of Minutes of Closed Session January 25, 2017**
Motion by Kasten, second by Xiong to approve the minutes of the closed session from January 25, 2017.
With a voice vote, Ackermann – yes, Xiong – yes, Kasten – yes, Dickerson – yes, Schaefer – yes, Stroik - yes, Jablonski – yes. Motion carried.

3. Superintendent Gilmore updated the Board on the request of a teacher for an early retirement option. Motion by Jablonski, second by Schaefer to allow this teacher early retirement. With a voice vote, Ackermann – yes, Dickerson – yes, Xiong – yes, Kasten – yes, Schaefer – yes, Stroik – yes, Jablonski – yes.

3. The board conducted the annual review of the superintendent.

4. **Reconvene in Open Session**
Motion by Schaefer, second by Xiong, to reconvene to reconvene to open session at 8:00 p.m. With a voice vote Ackermann, Dickerson, Kasten, Schaefer, Xiong, Jablonski, and Stroik all yes. all yes. Motion carried. Time was 8:00 p.m.

Respectfully submitted,

Rita A. Kasten, Clerk

Ellen Suckow, Executive Assistant to the Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the March 22, 2017, meeting of the school board.