

AGENDA
SCHOOL DISTRICT OF MANAWA
BOARD OF EDUCATION
SEPTEMBER 18, 2017

REVISED

REVISED

1. **Call to Order** – President Johnson – **6:15 p.m.**
 - a. **Book Study / Goal Setting**
2. **Pledge of Allegiance - 7:00 p.m.**
3. Roll Call
4. Verify Publication of Meeting
5. Presentations:
 - a. Administrators – Annual Goal Setting
 - b. Cory Holzhauser – Scherrer Construction – Energy Efficiency Bids
6. Announcements:
 - a. Contributions to the District
7. Consent Agenda
 - a. Approve Minutes of August 21, 29 and September 11, 2017 Board Meetings
 - b. Treasurer’s Report/Approve Expenditures & Receipts (**on website**)
 - c. Donations:
 - i. Sacred Heart Parish, Manawa - \$500 for Project Backpack
 - ii. Faith Community Church, Waupaca & New London – Candy Bars for Staff
 - iii. Sturm Foods / Bay Valley Foods \$100
 - iv. Union Threshere – 4 Copies of 50th Anniversary Celebration Book to School Libraries
 - d. Consider Approval of the Hire of Non-Athletic Coaches / Advisors for SY1718
 - e. Consider Approval of Manawa Jr. High School Students to Travel Overnight to Washington D.C. May **2019**
8. Any Item Removed from Consent Agenda
 - a.
 - b.
9. Public Comments (Register to Speak Prior to Start of Meeting / Guidelines on Reverse)
10. Correspondence:
 - a. Thank you for Plant from the Family of Roger Prey
 - b. Thank you for plant from the Family of Rueben James Bolen
11. Board Recognition:
12. District Administrator’s Report:
 - a. Legislative Update
 - b. Site Analysis & Feasibility Study Update
 - c. CWC Handbook (on Website)
 - d. Monthly Enrollment Report
 - e. Overview of Former Employee Exits / Resignations
 - f. **Election Notice Insert – Waupaca County**
13. School Operations Reports:
 - a. ES Principal: Highlights - Included in Board Packet
 - b. HS Principal: Highlights - Included in Board Packet
14. Business Related Reports:
 - a. Update on 2017-2018 Budget Cycle
 - b. Kobussen Transportation Report
15. Director’s Reports:
 - a. Curriculum / Special Education Director Highlights
 - b. Technology Director Highlights
16. Board Comments:
17. Committee Reports:
 - a. Finance Committee (Pohl)
 - i. Capital Improvement Plan Approval
 - ii. Resolution to Establish a Fund 46 Trust

- iii. 2017-18 Milk Contract Approval
 - iv. Support Staff Wage Model
 - v. Preliminary 2017-18 Budget
 - vi. Kitchen Equipment Replacement
 - vii. 5cast Plus
 - viii. Energy Efficiency Bid Process
 - b. Buildings & Grounds (R. Johnson)
 - i. Site Analysis & Feasibility Study
 - 1. 10 Year Maintenance Plan
 - 2. Staff Tours
 - ii. Update on Energy Efficiency Projects
 - 1. Bids
 - 2. Timeline
 - iii. SY1718 Maintenance Budget
 - iv. Update on 407 S. Bridge St. (Building owned by Masons) - Review Special Education Rental Property
 - v. Football Field Update
 - 1. Booster Club Trailer
 - 2. Bare Spots / Grass Seeding – TruGreen
 - 3. Sideline Mats
 - 4. Painting Machine
 - c. Curriculum Committee (Hollman)
 - i. Academic & Career Plan (ACP)
 - ii. CWC Handbook
 - iii. Technology Plan
- 18. Unfinished Business:
 - a. Consider Approval of the District Logo
- 19. New Business:
 - a. Consider Approval of the Academic & Career Plan (ACP) as Presented (**on website**)
 - b. Consider Approval of the Adoption of the CWC Handbook as Presented (**on website**)
 - c. Consider Approval of the Technology Plan as Presented
 - d. Consider Approval of the Long-Term Maintenance Plan as Presented
 - e. Consider Approval of Resolution SY201718#02 Creating a Long-Term Capital Improvement Trust Fund that Segregates Assets into a Separate Bank Account for Capital Projects as Presented
 - f. Consider Approval of the Energy Efficiency Bids as Presented
 - g. Consider Approval of the 2017-18 Milk Contract with Englehardt Dairy as Presented
 - h. **Consider Approval of Support Staff Offsetting Changes as Presented**
- 20. Next Meeting Date:
 - a. Sept. 26, 2017 – Community Stakeholders Mtg – 6:00 p.m. – MES Library
 - b. **Reschedule** - Oct. 3, 2017 – Bldgs & Grounds Committee Mtg – 6:00 p.m. – MES Board Room
 - c. **Reschedule** – Oct. 2017 – Policy & HR Committee Meeting
 - d. Oct. 3, 2017 – Community Stakeholders Mtg – 6:00 p.m. – MES Library
 - e. Oct. 9, 2017 – Finance Committee Meeting – 6:00 p.m. – MES Board Room
 - f. Oct. 10, 2017 Curriculum Committee Mtg – 6:00 p.m. – MES Board Room
 - g. Oct. 16, 2017 – Regular BOE Mtg – 6:30 p.m. Book Study – 7:00 p.m. Open Session – MES Board Room
 - h. Oct. 23, 2017 – Annual District Meeting – 7:00 p.m. – MES Board Room
- 21. Closed Session – the Board of Education Shall Move into Closed Session Pursuant to the Provisions of 19.85(1)(c)(f), 118.22 and 118.125 Wis. Statutes, for the Purposes of: Discussing the Employment Status of Employees Over Which the Board Has Jurisdiction or Exercises Responsibility 1) Administrative Evaluation / Goal Setting 2) Staff Evaluation & Compensation
- 22. Board May Act on Items Discussed in Closed Session
- 23. Adjourn

PLEASE NOTE: Any person with a qualifying disability under the Americans with Disabilities Act that requires the meeting or material to be in accessible format, please contact the District Administrator to request reasonable accommodation. The meeting room is wheelchair accessible.

Public Participation at Board Meetings

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

Agenda Item

Any person or group wishing to place an item on the agenda shall register their intent with the District Administrator no later than fifteen (15) days prior to the meeting and include:

- A. name and address of the participant;
- B. group affiliation, if and when appropriate;
- C. topic to be addressed.

Such requests shall be subject to the approval of the District Administrator and the Board President.

Public-Participation Section of the Meeting

To permit fair and orderly public expression, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business, at the discretion of the presiding officer, and for individuals who live or work within the District and parents/guardians of students enrolled in the District.
- B. Attendees must register their intention to participate in the public portion of the meeting upon their arrival at the meeting.
- C. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name; address; and group affiliation, if and when appropriate.
- D. Each statement made by a participant shall be limited to three (3) minutes duration.
- E. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- F. Participants shall direct all comments to the Board and not to staff or other participants.
- G. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- H. The presiding officer may:
 - 1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;

2. request any individual to leave the meeting when that person does not observe reasonable decorum;
 3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
 5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
- I. The portion of the meeting during which the participation of the public is invited shall be limited to fifteen (15) minutes, unless extended by a vote of the Board.
- J. Recording, filming, or photographing the Board's open meetings is permitted. Recording, filming, or photographing the Board's closed session is only permitted pursuant to Bylaw 0167.2 – Closed Session. The person operating the equipment should contact the District Administrator prior to the Board meeting to review possible placement of the equipment, and must agree to abide by the following conditions:
1. No obstructions are created between the Board and the audience.
 2. No interviews are conducted in the meeting room while the Board is in session.
 3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience or otherwise disrupt the meeting while the Board is in session.

19.90, Wis. Stats.

Minutes of the August 21, 2017 Board of Education Meeting

Call to Order – President Johnson – 6:00 p.m. – Book Study in the MES Board Room.

A Reception was held for New Staff – 6:30 p.m. to 7:00 p.m.

Pledge of Allegiance

Roll Call

Verify Publication of Meeting – by Dr. Oppor

Presentations:

Introduction of New Staff – Dr. Oppor introduced Bryant Cobarrubias, Technology Dir. Mr. Wolfgram introduced Andrea Hraban – Business Education Teacher; Molly Schlaak, - Music Teacher, Harley Peterson- Social Studies, Austin Rohan - Instrumental Music; Skyler Liebzeit – Athletic Director; Ann Warning – Special Education Teacher; Tongtong Zhang, Math Teacher; Amy Anaya, Spanish Teacher; Kathy Grimm, HS Custodian; Rita Gipp, CTE Technology Teacher. Mrs. Pukita introduced Andrea Whitman, 5th Gr. Teacher; Shelley Radley, Elementary Music Teacher; Sarah Bortle, Elementary Art Teacher.

Special Education Presentation – Danni Brauer, SE Director

Explanation of the different Category areas of special education including speech and language, autism spectrum disorder, intellectually disabled, cognitive disability, learning disability, other health impairment. Every three years students are re-evaluated by the IEP team.

Update: Sturm Foods vs. City of Manawa Litigation - Mayor John Smith. Information on the website. City debt \$300,000 borrowed by the city to repay Storm Foods / Treehouse Foods. Charge backs will be coming and the district will owe approximately \$100,000. Saved each taxing entity \$700,000 to \$800,000. This mediator was from Madison. Did not settle for 2018 as the City is waiting for new legislation to pass.

Phoenix Program / At-Risk Program Plan – Mary Eck = has met with principal, counselor and SE Director about the updated plan. Program started in 2006; reviewed the plan and at-risk ideas. State statutes are included in the plan as well as district policy. GED Option 2 program is part of the At-Risk Plan; for students 17 years old, in their last year of high school and credit deficient. GED program must have 80% success rate to continue the program. Mary is licensed in At-Risk Program through the Dept. of Public Instruction. Will report to the Board July 2018 on the At-Risk Plan.

Announcements - Contributions to the District – President Johnson thanked the following for their very generous donations: A. Sturm & Sons Foundation, Inc. \$3,000 for Fine Arts Programs, A. Sturm & Sons Foundation, Inc. \$1,000 for Manawa FFA, Class of 2017 – a Bench for the High School Hallway – Valued at \$950, 1st State Bank Gift Bags for All District Staff.

Approved by Consent: Minutes of the July 17, 2017 Board Meeting, Treasurer's Report/Approve Expenditures (\$386,360.77) & Receipts (\$5,368.25), Donations: A. Sturm & Sons Foundation, Inc. \$3,000 for Fine Arts Programs, A. Sturm & Sons Foundation, Inc. \$1,000 for Manawa FFA, Class of 2017 – a Bench for the High School Hallway – Valued at \$950, 1st State Bank Gift Bags for All District Staff. Resignations: from Andrea Peterson, HS Math Teacher and Michael Kelleher, HS Science Teacher; Approval of the Hire of a Social Studies Teacher for the SY1718, Approval of the Hire of a Math Teacher for the SY1718, Approval of the Hire of a Science Teacher for the SY1718, Approval of the Hire of a .49 FTE Elementary Music Teacher for the SY1718, Approval of the Hire of a HS Dean of Students for the SY1718, Approval of the Hire of a FT Custodian as Recommended, Approval of the Hire of Coaches for SY201718, Approval of the Hire of Non-Athletic Coaches / Advisors for SY1718, Approval of the District Attendance / Truancy Handbook (on website), Approval of the Revised Policy

Use of District Facilities as of September 1, 2017, Approval of Volleyball Overnight Field Trip – September 8, 2017, approval of Manawa FFA Students to Travel Overnight to the National FFA Convention in Indianapolis, IN - October 22-27, 2017,

Public Comments (Register to Speak Prior to Start of Meeting / Guidelines on Reverse)

Tammy Pethke, Josie Rd., her daughter is a senior. Concerned that the date of the graduation ceremony changed – reason was for sporting events. What else comes in play if this happens in the future? We dropped some sports for my daughter because of church. Is this all because of sports? President Johnson replied it is due to the WIAA schedule; it happened when her son was a senior. If there was a forensic or a music state event, we would want to avoid that conflict also. Minimize the impact to the students and families as much as possible.

Correspondence: Thank you from the Family of David Gunderson, thank you from the Family of Rita Carew, sympathy card from Hoffman Planning & Construction Inc., thank you from the Family of William Millard, thank you from Jennifer Krueger, Heart of Gold Recipient, thank you from the Family of Mike Hollman, thank you from the Wade Family, Little Wolf River Trail Committee and EOD Warriors, letter from Congressman Mike Gallagher.

Board Recognition: Board Recognition – None this Month

District Administrator's Report:

Legislative Update – John Forester Educator Alliance – Tony Evers plans to formally announce his gubernatorial intent; senate education committee hearings update. State Budget – not yet finalized. CPR Fee in schools is an unfunded mandate but very helpful. We have 3 qualified trainers on staff.

Site Analysis & Feasibility Study Update: question most commonly asked: what are we doing with the former elementary school? Next committee meeting Hoffman and Scherrer will present what we could do and what it will cost. Census Report: 1019 students age 4-20 years old; birth to three 165. Project Backpack Update – met with Sandra Coyle last week regarding Fundraising and the PB program.

School Operations Reports:

ES Principal: Highlights - Included in Board Packet and HS Principal: Highlights - Included in Board Packet (researched: Iola graduation is Sunday May 27th, 2018)

Business Related Reports:

Kobussen Transportation Report was handed out to the Board. MAC Pledge Worksheet and MAC Fundraiser Graph – provided by Manawa Booster Club. This is their final report and obligation to the MAC Fundraisers. Introduce the Concept of Establishing a Fund 46 - at the last stakeholders meeting a presentation was given on how state aid works and better plan for the future.

Director's Reports:

Curriculum / Special Education Director Highlights – passed out at the meeting.

Technology Director Highlights – report in the packet. Timeline to revamp the website – logo decision and a small fee if – Late October early November for website launch.

Board Comments: none this meeting

Committee Reports:

Finance Committee (Pohl, HS Student CPR Fee, 2016-17 Budget Analysis, Buildings & Grounds (R. Johnson), Meet at & Visit 407 S. Bridge St. (Building owned by Masons) - Review SE Rental Property, Football Field Update, Bare Spots / Grass Seeding – TruGreen, Sideline Mats, Painting Machine, Cleaning of Concession Stand Storage Room, Safety Plan Resource: Green Vests, Walkie Talkies, Bull Horn, Flashlights, Signage, Energy Efficiency Projects, SY1617 Major Maintenance Project Summary, SY1718 Maintenance Budget Planning, Policy & Human Resources Committee (Pethke), Policy 5630.01 Seclusion & Restraint Annual Report SY1617, Food Service – Change to Positions (Split Baker Position to Dishwasher & Prep Cook) District Attendance / Truancy Handbook, Use of District Facilities, Guidelines for Loaning Equipment, Physical Education vs Sporting Equipment Usage, Consider Granting Space to an Independent Counseling Service, Curriculum Committee (Scheller), Academic Standards Adoption, English Learner Handbook, Information Technology Handbook.

Unfinished Business

Motion byForbes / Pethke to approve of the CESA 6 updated Shared Service Contract for 2017-18. Motion carried.

New Business:

Motion byScheller / Forbes to table a response to Sturm Foods Tax Assessment Case (on website). Motion carried.

Motion byForbes / Pethke to approve replacing the Food Service Baker position with two part-time positions: one Dishwasher and one Prep Cook as presented. Motion carried.

Motion byPethke / Forbes to approve of the Hire of Food Service Workers for MES Worker and Dishwasher as Presented. Motion carried.

Consider District Logo: Using Logo Tournament to assist in the design. Redesigning the website; conference realignment so banner in the HS must be redone; update letterhead, business cards, etc. Bryant: updated that the committee of non-admin and non-board members met several times, reviewed the feedback, developed a FAQ, will address the questions online, making minor changes to top contenders; anticipate finishing around Sept. 17th. Can push out the deadline but it will delay the new gym banners, and the launch of the new website. Consensus of the Board is to continue with the timeline as stated on the website.

Motion byPethke / Scheller to approve the voluntary high school CPR Fee of \$5 for students who wish to receive the CPR certification card as presented. Motion carried.

Motion byR. Johnson / Forbes to approve the annual mandated Seclusion & Restraint Report as presented. Motion carried.

Motion byScheller / Hollman to approve the Dr. Steven Goedderz as the School District of Manawa Medical Advisory for the 2017-18 School Year as presented. Motion carried.

Motion byForbes / Pohl to approve the Grade 6-12 At-Risk Handbook as presented (on website). Motion carried.

Motion byScheller / Hollman to approve the English Learner (EL) Handbook as presented (on website.) Motion carried.

Motion by Pohl / Pethke approve the International Society for Technology in Education (ISTE) Standards for adoption as presented. Motion carried.

Motion by Hollman / Scheller to approve August 2017 as the adoption date for all academic standards that do not have an original adoption date noted on the Academic Standards Listing as presented. Motion carried.

Motion by Forbes / Pohl to approve the annual renewal of all academic standards as presented on the Academic Standards Listing. Motion carried.

Motion by R. Johnson / Forbes to approve the updated Fundraising Schedule for 2017-18 as presented. Motion carried.

Next Meeting Dates: A Special BOE Meeting will take place for Approval of Staffing if Needed (science teacher and kitchen position) August 29th at 6 pm if needed and Buildings & Grounds will start immediately following the special meeting. August 29, 2017 – Bldgs & Grounds Committee Meeting – immediately following the special meeting 6:00 p.m. – MES Board Room, Sept. 5, 2017 – Community Stakeholders Meeting – 6:00 p.m. – MES Library, Sept. 7, 2017 – Curriculum Committee Meeting – 6:00 p.m. – MES Board Room, Sept. 11, 2017 – Board / Admin Dinner Retreat – 6:00 p.m. – MES Board Room, Sept. 12, 2017 – Finance Comm. Mtg – 5:30 p.m. – MES Board Room, Sept. 13, 2017 – Policy & HR Committee Mtg – 5:15 p.m. – MES Board Room, Sept. 18, 2017 – Regular BOE Mtg – 6:30 pm Book Study – 7:00 p.m. Open Session – MES Board Room, Sept. 26, 2017 – Community Stakeholders Mtg – 6:00 p.m. – MES Library.

Motion by Pohl / Scheller at 9:26 p.m. the Board of Education Shall Move into Closed Session Pursuant to the Provisions of 19.85(1)(c)(f), 118.22 and 118.125 Wis. Statutes, for the Purposes of: Discussing the Employment Status of Employees Over Which the Board Has Jurisdiction or Exercises Responsibility 1) Administrator Evaluation 2) Support Staff Compensation. Motion carried by roll call vote. Attendance during closed session: Scheller, Forbes, Hollman, Pethke, Pohl, R. Johnson, J. Johnson and Dr. Oppor, Mrs. O'Brien.

Motion by Pohl / Hollman to reconvene into open session at 10:53 p.m. Motion carried by roll call vote. Board Present: Scheller, Forbes, Hollman, Pethke, Pohl, R. Johnson, J. Johnson

Motion by Pohl / Hollman to offer Mr. Wolfram an increase in salary from \$78,925 to \$82,500 and Mrs. Pukita from \$76,036 to \$80,000 effective July 1, 2017. Pohl/Hollman. Motion carried.

Motion by Pohl / Hollman to apply the terms of the Support Staff Handbook effective September 1, 2017 for the group health and dental insurance. Pohl/Hollman. Motion carried.

Motion by Hollman / Scheller to adjourn at 10:56 p.m. Motion carried.

Jeanne Frazier, Recording Secretary

Minutes of the August 29, 2017 Special Board of Education Meeting:

Meeting was called to order at 5:47 p.m. by President J. Johnson

Pledge of Allegiance

Roll Call of Attendance: Pethke, Forbes, R. Johnson, J. Johnson, present. Hollman, Pohl and Scheller absent.

Dr. Oppor verified the publication of the meeting.

New Business:

Motion by R. Johnson/Forbes to approve the hire of the long-term high school substitute science teacher as presented. Motion carried.

Motion by Forbes/R. Johnson to approve the hire of the part-time food service worker as presented. Motion carried.

Motion by Pethke/Forbes to adjourn at 5:50 pm. Motion Carried.

J. Johnson, Recording Secretary

Minutes of the September 11, 2017 Special Board of Education Meeting

Call to order 6:04 p.m. by President Johnson

Board / Administrator Retreat

Roll call - all present: Scheller, Forbes, Hollman, Pethke, Pohl, R. Johnson, J. Johnson.

Pledge of Allegiance

Verify public meeting by Dr. Oppor

Strategic Planning, Guest Facilitator, Ted Neitzke from CESA 6

Motion to adjourn 8:12 p.m. by Scheller / Hollman. Motion carried.

Bobbi Jo Pethke, Clerk

Memo

To: Dr. Melanie Oppor
From: Dan Wolfgram
Date: September 10, 2017
Re: Non-Athletic Co-Curricular Positions

Please find below a list of personnel for the Non-Athletic Co-Curricular positions for 2017-2018. Highlighted positions represent new appointments or corrections since the August Board of Education meeting.

<u>Position</u>	<u>Name</u>
Art Club / Team	Nancy Zabler
Marching Band / Pep Band	Austin Rohan
Class Advisor H.S. / Senior	Mary Eck
Class Advisor H.S. / Senior	Jill Krause
Class Advisor H.S. / Junior	Michelle Koshollek
Class Advisor H.S. / Sophomore	Janine Connolly
*Class Advisor H.S. / Freshman	*Sandra Cordes/Tracy Konkol
Class Advisors Jr. High	Nate Ziemer
Class Advisors Jr. High	Dawn Millard
Prom Advisor	Janine Connolly
Prom Advisor	Austin Rohan
Prom Advisor	Molly Schlaak
Event Chaperones - \$25 @ event (per principal advanced approval)	TBA
FBLA / DECCA	Andrea Hraban
Forensics Director / H.S. Head Coach	Tracy Konkol
Forensic / Asst. Coach H.S.	Jackie Gast
Forensic / Coach Jr. High	Jackie Gast
Debate Coach H.S.	Aime Long
N.H.S. Director	Janine Connolly
Play Director / Drama	Molly Schlaak
Student Council H.S. - includes oversight of homecoming related events	Mary Eck
Yearbook H.S.	Andrea Hraban
Yearbook Jr. High	Andrea Hraban
Quiz Bowl	Pat Collins

*The position of Freshman Class Advisor will be fulfilled as a **one-time only job share for 2017-2018**. The stipend of \$300 will be equally divided amongst the two staff members.

FIELD TRIP INFORMATION FORM

Please submit to the building principal at least two weeks prior to the trip.

School Day Field Trip

Water/*Overnight

School: LW Jr/Sr High

Field Trip Activity: Washington DC Trip

*Overnight trips require Board of Education approval.

Location: Washington D.C.

Educational/Curricular Purpose(s): Connections ~~are~~ are made with core classes,

Date(s) of Field Trip: May 17-22, 2019

Number of Students: expecting 70+

Student/Adult Ratio: 5:1 at worst

First Aid Kit Request Submitted to Health Office

Volunteer Background Check completed for all chaperones: Yes No will be

Trip Related Expenses (including dues/fees, food, etc.): paid by students

Method of Transportation:

Contracted busses

If transportation is to be provided by private vehicles, the following information has been checked and obtained for each driver:

- Driver is over 21 years of age and possesses a valid Wisconsin driver's license. (Copy submitted to District Office)
- Vehicle to be used is insured for at least the minimum required by the state of Wisconsin. (Copy submitted to District Office)
- Vehicle has the proper number of safety belts as required by state law.
- The vehicle's rear view mirrors, brake lights, directional signals, tires, windshield wipers are in good operating condition and there is no vision impairment in the vehicle as per an authorized automobile dealer. (Copy submitted to District Office)
- Vehicle has a first aid kit.

Teacher/Coordinator Signature:

Jeff Bortea

Date:

9/17/17

Principal's Signature:

Don Weisger

Date:

9/8/17

9/8/17

**LITTLE WOLF MIDDLE SCHOOL, MANAWA, WI
TRIP TO GETTYSBURG / WASHINGTON, D.C. / HANOVER, MD – May 17 – 22, 2019
TRIP #19-01019**

Friday, May 17, 2019

10:00 AM: Two motorcoaches arrive at Little Wolf JR/SR High School for loading.

NOTE: In keeping with Educational Tours, Inc.'s commitment to safety and security, we prepare each itinerary in accordance with the DOT rules and regulations, giving drivers a minimum of 9 hours off each night and a maximum of 15 hours on duty during any 24-hour period. *We reserve the right to revise the itinerary due to unforeseen circumstances such as traffic, road closures, site closures, weather, etc. Your Tour Manager will consult with the Group Leader and drivers on any changes.*

11:00 AM: Depart from Little Wolf Jr/Sr High School on first class, air-conditioned, DVD equipped MOTORCOACHES. *(15 hours have been allotted for the drive plus 3 hour for rest stops/lunch and dinner on your own enroute, plus one hour for the time change)*

Saturday, May 18, 2019

EASTERN TIME- Two hours from arrival, please call your tour manager to let us know your arrival time.

6:00 AM: Arrive in the Gettysburg area; meet your TOUR MANAGER at the Gettysburg area Hotel for CHANGING ROOMS and BREAKFAST

7:30 AM: Depart for the park

8:00 AM: Arrive at the GETTYSBURG NATIONAL MILITARY PARK MUSEUM AND VISITOR CENTER – Incorporating nearly 6,000 acres, with 26 miles of park roads and over 1,400 monuments, markers, and memorials, including the Gettysburg National Cemetery.

8:30 AM: Enjoy the FILM *A New Birth of Freedom*- Narrated by Morgan Freeman, and featuring the voices of Sam Waterston and Marcia Gay Harden, the film places the monumental events of the Battle of Gettysburg into the larger context of the Civil War and American history.

After the film view THE GETTYSBURG CYCLORAMA PAINTING- In the late 1880s, French artist Paul Philippoteaux took brush to canvas and created the Battle of Gettysburg Cyclorama painting. He spent months on the battlefield researching the battle with veterans, a battlefield guide and a photographer. The result is a breathtaking canvas that measures 377 feet in circumference and 42 feet high. Longer than a football field and as tall as a four-story structure, the Gettysburg Cyclorama oil painting, along with light and sound effects, immerses visitors in the fury of Pickett's Charge during the third day of the Battle of Gettysburg.

Afterwards, explore the museum.

10:00 AM: Meet your GUIDES at the Visitor's Center for a EXTENDED 2.5 HOUR TOUR of the BATTLEFIELD PARK

Information regarding optional Travel Protection is available from your Group Leader.

9/8/17

- 12:30 PM: Pick up BOXED LUNCH at the Refreshment Saloon and board the busses to enjoy lunch enroute
- 12:45 PM: Depart for Washington, DC (*2 hours have been allotted for the drive*)
- 2:45 PM: Arrive at the **Smithsonian Museum** of your choice on the Mall, including **Air & Space** and the **Natural History Museum**.
- 5:30 PM: Depart for dinner
- 6:00 PM: Arrive for DINNER at BUCA DI BEPPO
- 7:30 PM: After dinner, depart for a **Self Guided Tour** of the Washington Memorials including: **Thomas Jefferson Memorial, Franklin Delano Roosevelt Memorial** and the **MLK Memorial**
- 10:00 PM: Depart for the hotel
- 11:00 PM: Arrive at the HOTEL and check-in

PRIVATE NIGHT TIME HOTEL SECURITY

Sunday, May 19, 2019

- 6:30 AM: BREAKFAST at the hotel
- 8:00 AM: Depart for the museum
- 9:00 AM: Arrive at THE NEWSEUM – Tells the inside story of news through the ages by taking visitors behind the scenes. Play the role of a television newscaster/reporter in the Interactive Newsroom.

MEAL VOUCHER PROVIDED (opens at 11am)

GROUP ONE

- 12:00 PM: Depart for the theater
- 12:45 PM: Visit FORD'S THEATRE – John Wilkes Booth assassinated President Lincoln here. The theater is as it was then, including the bunting-draped presidential box. (*12:30pm Ranger Talk, subject to availability*)
Enjoy a RANGER TALK
- 1:15 PM: Walk to the museum
- 1:30 PM: Arrive at the INTERNATIONAL SPY MUSEUM – The largest collection of international espionage-related artifacts, which chronicles the history of spying throughout the ages.
- 3:30 PM: Walk to the archives

Information regarding optional Travel Protection is available from your Group Leader.

9/8/17

3:45 PM: Visit the NATIONAL ARCHIVES – The spacious rotunda of America's repository of records and documents contains the original Declaration of Independence, The Constitution, the Bill of Rights and the 1297 Magna Carta. *(4pm entry, subject to availability)*

GROUP TWO

12:00 PM: Depart for the archives

12:15 PM: Visit the NATIONAL ARCHIVES – The spacious rotunda of America's repository of records and documents contains the original Declaration of Independence, The Constitution, the Bill of Rights and the 1297 Magna Carta. *(12:30pm entry, subject to availability)*

2:00 PM: Walk to the theater

2:15 PM: Visit FORD’S THEATRE – John Wilkes Booth assassinated President Lincoln here. The theater is as it was then, including the bunting-draped presidential box. *(2:30pm Ranger Talk, subject to availability)*

Enjoy a RANGER TALK

3:15 PM: Walk to the museum

3:30 PM: Arrive at the INTERNATIONAL SPY MUSEUM – The largest collection of international espionage-related artifacts, which chronicles the history of spying throughout the ages.

5:30 PM: Walk to dinner

6:00 PM: Arrive for DINNER at FUEL PIZZA & WINGS

7:30 PM: Depart for the hotel. Enroute make a photo stop at the **White House**

PRIVATE NIGHT TIME HOTEL SECURITY

Monday, May 20, 2019

6:30 AM: BREAKFAST at the hotel

8:00 AM: Depart for Mt Vernon

9:00 AM: Arrive at MOUNT VERNON – This is the treasured estate of George and Martha Washington. The mansion has been meticulously restored to its appearance in the last year of his life.

Close by are the outbuildings where much of the day-to-day domestic activity on the plantation took place. A short walk takes you to the tomb where Washington and his wife are buried. The estate also includes a museum where personal possessions of the Washington’s are on display.

Information regarding optional Travel Protection is available from your Group Leader.

9/8/17

GROUP MEAL PASS PROVIDED for lunch

12:30 PM: Depart for Arlington

1:30 PM: Arrive at **Arlington National Cemetery** – Our national burial ground, located across the Potomac from Washington.

Please note Arlington has increased their security measures. Please leave all bags on the motorcoach in order to expedite the screening process.

2:00 PM: Board the PRIVATE 1.5 HOUR TRAM at the **Welcome Center** for a narrated visit. Hear the historical facts as you visit the Kennedy gravesites and the Tomb of the Unknown Soldier and view the Changing of the Guard.

Possible WREATH LAYING CEREMONY at the Tomb of the Unknown Soldier
(3:15pm entry time, subject to availability)

3:45 PM: Depart for dinner. Enroute make a visit to the **Marine Corps Memorial**

5:00 PM: Arrive for DINNER at MAGILLS

6:30 PM: After dinner, depart on a **Self Guided Tour** of the Washington Memorials including **Vietnam Veterans Memorial, Vietnam Women's Memorial, National WWII Memorial, Korean War Veterans Memorial and Lincoln Memorial**

10:00 PM: Depart for the hotel

PRIVATE NIGHT TIME HOTEL SECURITY

Tuesday, May 21, 2019

6:30 AM: BREAKFAST at the hotel and check-out

8:00 AM: Depart for Capitol Hill

9:00 AM: Arrive for a photo opportunity outside the **United States Capitol and Library of Congress**

Also view the **Supreme Court Building** - The first permanent house of the nation's highest tribunal. Take a self-guided tour of the building, or if court is not in session, attend a courtroom lecture held every hour.

10:45 AM: Afterwards, depart for a return visit to the **Smithsonian Museums**

Lunch (\$10.00 CASH RETURN) on your own

2:30 PM: Depart for the Holocaust Museum

3:00 PM: Arrive at the U.S. HOLOCAUST MEMORIAL MUSEUM – The permanent exhibits depict the story of the Holocaust and its aftermath

5:30 PM: Depart for dinner

Information regarding optional Travel Protection is available from your Group Leader.

9/8/17

7:00 PM: Arrive at MEDIEVAL TIMES FEAST & TOURNAMENT – Enjoy a four-course DINNER while fearless knights on spirited stallions and compete in daring tournament games of skill and accuracy.

9:30 PM: Depart for home. *(15 hours have been allotted for the drive plus 2 hours for rest stops/breakfast on your own enroute, minus one hour for the time change*

If time and proximity permits, final itinerary may reflect returning the Tour Manager(s) to the Hotel before departing for home.

Wednesday, May 22, 2019

CENTRAL TIME- Two hours away from home, please call our 24-hour (1-800-654-4560 then “0”) service; give the name of your school and expected arrival time.

1:30 PM: Arrive at Little Wolf JR/SR High School

IN CASE OF EMERGENCY OR TO LEAVE A MESSAGE, PLEASE CALL 1-800-654-4560. PLEASE LEAVE ALL PERTINENT INFORMATION INCLUDING NAMES AND PHONE NUMBERS

Information regarding optional Travel Protection is available from your Group Leader.

9/8/17

TRIP FEATURES
LITTLE WOLF MIDDLE SCHOOL, MANAWA, WI
TRIP TO GETTYSBURG / WASHINGTON, D.C. / HANOVER, MD – May 17 – 22, 2019
TRIP #19-01019

THE TOUR INCLUDES:

- * Round trip transportation aboard first class, air-conditioned, DVD equipped motorcoaches
- * First-class accommodations for three nights in the Washington, D.C. area; changing rooms upon arrival in the Gettysburg, PA area
- * Four breakfasts, four dinners, one boxed lunch, one cash return and two meal vouchers
- * Gettysburg National Military Park / Film & Cyclorama / Guided Tour of Battlefield Park
- * Smithsonian Museums / Newseum / Ford's Theatre / Petersen House / National Archives / Spy Museum
- * Mt Vernon / Arlington National Cemetery / Private 1.5 Hour Tram / Wreath Laying Ceremony
- * US Holocaust Museum / Medieval Times Feast & Tournament
- * Private nighttime hotel security
- * All trip planning and arrangements
- * \$4,000,000 Liability Insurance and SYTA Consumer Protection Plan Coverage
- * Post Departure Travel Protection Plan - Includes Accident and Sickness, Trip Interruption, and Travel Delay protection for all participants. This does not include Cancellation Protection.
- * Services of our company tour manager for your entire stay in Washington DC
- * All gratuities and fuel surcharges included
- * 800-654-4560 Emergency phone service, answered 24 hours, provided for your peace of mind, while the trip is in progress

Optional additional Travel Protection, which includes Cancel For Any Reason protection, is available for purchase and follows Educational Tours, Inc.'s cancellation policy.

Educational Tours, Inc. is a member of the Student Youth Travel Association

Trip inclusions are based on prices as of 6/5/17 and subject to availability and rates at the time of finalizing the Travel Agreement.

If there are swimming opportunities available, there may not be a lifeguard on duty. ETI is not responsible for the supervision or safety of students.

Information regarding optional Travel Protection is available from your Group Leader.



MESSANGER 532

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During a time
like this
we realize how much
our friends and relatives
really mean
to us....

Your expression
of sympathy will always
be remembered

The Family of Roger Prey

Thank you for
the plant that
arrived for our
dads funeral.
We appreciate
the kind
thought.

During a time
like this
we realize how much
our friends and relatives
really mean
to us
Your expression
of sympathy will always
be remembered

Michelle +
Stephance
(Bolen)

May I go now?
Do you think the time is right?
May I say goodbye to pain filled days
and endless lonely nights?

I lived my life and done my best,
an example I've tried to be.
So can I take that step beyond the light
and set my spirit free?

I didn't want to go at first,
I fought with all my might.
But something seems to draw me now
to that warm and loving light.

I want to go, I really do,
it's difficult to stay.
But I will try as best I can
to live just one more day.

To give you time to care for me
and share your love and fears.
I know you're sad and are afraid,
because I see your tears.

I'll not be far, I promise that,
and I hope you'll always know.
That my spirit will be close to you
Where ever you may go.

Thank you so for loving me
and know that I love you too.
That's why it's hard to say goodbye
and end this life with you.

So hold me now just one more time
and let me hear you say,
"Because you care so much for me,
you'll let me go today.

*In Loving Memory Of
Reuben "Jim" Bolen*



*BORN TO LIFE
Tuesday, December 2, 1941
Freeport, Illinois*

*BORN TO ETERNAL LIFE
Wednesday, August 16, 2017
Iola, Wisconsin*

*FUNERAL SERVICE
Monday, August 21, 2017 at 1:00 pm
Manawa Masonic Lodge
Manawa, Wisconsin*

*OFFICIATING
Rev. Vilas Mazemke*

*INTERMENT
Ogdensburg Park Cemetery
Town of St. Lawrence, Wisconsin
www.clinehansondahlkefuneralhomes.com*





WAUPACA COUNTY CLERK

Jill Lodewegen
811 Harding Street
Waupaca, WI 54981
Phone: (715) 258-6200 Fax: (715) 258-6212

Steven L. Hart
Assistant Administrative Coordinator

Sandra L. Artz
Deputy County Clerk

August 4, 2017

Dear Clerks and School Districts,

As some of you may have already heard, we are looking at doing an election notice insert into all five Waupaca County newspapers (Marion Advertiser, Clintonville Tribune, Clintonville Chronicle, Waupaca County Post, and New London Press Star). Outagamie and Brown County, just to name a couple, are counties that already do this. They have found that it not only saves money, but citizens really like having all the information in one spot.

Outagamie County does this combined notice for just the Type B (Sample Ballot & Voting Instructions), Type C (Referendum) and Type D (Hours & Locations of Polling Places) notice. Brown does ALL notices as well as Type E Absentee Voting) and public test as an insert. I have attached a sample for your review. Please note they are done in color, but I just made copies of them in black and white.

A key factor of doing a notice like this is participation. If not everyone is willing to go in on it, the costs are higher. In addition, it can be confusing for the elector who is trying to find the information if not all are included. But, as you know, not every election requires you to do a Type A (Notice of Election) Notice. And of course, if you have a Type C (Referendum) Notice, it will account for more space than other notices.

That being said, I have researched the cost to print a 4 or 8 page insert. Not factoring in Type C Notices size which would obviously need to be charged at a higher rate to those that have them, I'm estimating a cost of \$35-55 per insert per municipality, school and county, with the lower end for a 4 page insert and the higher end for an 8 page insert. The insert size would be 10.25 X 15.937 and would be in color.

Although we would like to do all the notices, we believe that starting with just the Type B, C, & D Notice for all 2018 elections would be a good trial run. If everyone agrees to commit to this, cost would be approximately \$140 to \$210 for the entire year, with the understanding that it may be higher for anyone with referendums or lower for school districts which only have spring elections to notice for.

In addition to a money commitment, timely receipt of information is imperative so that we can meet the deadlines to ensure that the insert can be produced, printed and inserted into papers in time.

In order to decide if we will be moving forward with this project, we would like to hear back from you by Friday August 25 if you feel this will or will not work for your municipality/school district. We will notify everyone ASAP as to the outcome of this "poll" after that date.

If you have any questions, please feel free to call or email.

Sincerely,

Jill Lodewegen
Waupaca County Clerk



Notice of Spring Election

April 4, 2017

WNAXLP

OFFICIAL NOTICE & SAMPLE BALLOTS

OUTAGAMIE COUNTY

including portions of Calumet (Village of Harrison and City of Appleton)
and Winnebago (City of Appleton) **Counties**

*A supplement to: Appleton Post-Crescent, Freedom Pursuit,
Heart of the Valley Times-Villager, and Seymour Advertiser Community News.*

DISTRIBUTED BY THE OUTAGAMIE COUNTY CLERK'S OFFICE.
If questions, contact 920-832-5077

**NOTICE OF SPRING ELECTION
AND SAMPLE BALLOTS
APRIL 4, 2017**

OFFICE OF THE OUTAGAMIE COUNTY CLERK

TO THE VOTERS OF OUTAGAMIE COUNTY AND PARTS OF CALUMET (VILLAGE OF HARRISON & CITY OF APPLETON) & WINNEBAGO (CITY OF APPLETON) COUNTIES:

(Note: City of New London publishes separately – County information is listed in this Notice.)

Notice is hereby given of a spring election to be held in Outagamie County and parts of Calumet (Village of Harrison & City of Appleton) and Winnebago (City of Appleton) Counties on April 4, 2017, at which the officers named below shall be chosen. The names of the candidates for each office to be voted for, whose nominations have been certified to or filed in this office, are given under the title of the office, each in its proper column, together with the questions submitted to a vote, for a referendum, if any, in the sample ballot below.

INFORMATION TO VOTERS

Upon entering the polling place, a voter shall state his or her name and address, show an acceptable form of photo identification and sign the poll book before being permitted to vote. If a voter is not registered to vote, a voter may register to vote at the polling place serving his or her residence, if the voter presents proof of residence in a form specified by law. Where ballots are distributed to voters, the initials of two inspectors must appear on the ballot. Upon being permitted to vote, the voter shall retire alone to a voting booth and cast his or her ballot except that a voter who is a parent or guardian may be accompanied by the voter's minor child or minor ward. An election official may inform the voter of the proper manner for casting a vote, but the official may not in any manner advise or indicate a particular voting choice.

Where Paper Ballots or Optical Scan Ballots are Used

The voter shall fill in the oval or connect the arrow next to the name of the candidate of his or her choice for each office for which he or she intends to vote. To vote for a person whose name does not appear on the ballot, the voter shall write in the name of the person of his or her choice in the space provided for a write-in vote, and fill in the oval or connect the arrow next to the write-in line. On referendum questions, the voter shall fill in the oval or connect the arrow next to "yes" if in favor of the question, or the voter shall fill in the oval or connect the arrow next to "no" if opposed to the question.

When using an *electronic ballot marking device* ("Automark") to mark an optical scan ballot, the voter shall touch the screen at the name of the candidate of his or her choice for each office for which he or she intends to vote. To vote for a person whose name does not appear on the ballot, the voter shall type in the name of the person of his or her choice in the space

provided for a write-in vote. On referendum questions, the voter shall touch the screen at "yes" if in favor of the question, or the voter shall touch the screen at "no" if opposed to the question.

Where Touch Screen Voting is Used

The voter shall touch the screen at the name of the candidate of his or her choice for each office for which he or she intends to vote. To vote for a person whose name does not appear on the ballot, the voter shall type in the name of the person of his or her choice in the space provided for a write-in vote. On referendum questions, the voter shall touch the screen at "yes" if in favor of the question, or the voter shall touch the screen at "no" if opposed to the question.

The vote should not be cast in any other manner. Not more than five minutes' time shall be allowed inside a voting booth. Sample ballots or other materials to assist the voter in casting his or her vote may be taken into the booth and copied. The sample ballot shall not be shown to anyone so as to reveal how the ballot is marked.

If the voter spoils a paper or optical scan ballot, he or she shall return it to an election official who shall issue another ballot in its place, but not more than three ballots shall be issued to any one voter. If the ballot has not been initiated by two inspectors or is defective in any other way, the voter shall return it to the election official, who shall issue a proper ballot in its place.

The voter may spoil a touch screen ballot at the voting station before the ballot is cast.

After Voting the Ballot

After an official paper ballot is marked, it shall be folded so the inside marks do not show, but so the printed endorsements and inspectors' initials on the outside do show. The voter shall leave the booth, deposit the ballot in the ballot box, or deliver the ballot to an inspector for deposit, and shall leave the polling place promptly.

After an official optical scan ballot is marked, it shall be inserted in the security sleeve so the marks do not show. After casting his or her vote, the voter shall leave the booth, insert the ballot in the voting device and discard the sleeve, or deliver the ballot to an inspector for deposit. The voter shall leave the polling place promptly.

After an official touch screen ballot is cast, the voter shall leave the polling place promptly.

A voter may select an individual to assist in casting his or her vote if the voter declares to the presiding official that he or she is unable to read, has difficulty reading, writing or understanding English or that due to disability is unable to cast his or her ballot. The selected individual rendering assistance may not be the voter's employer or an agent of that employer or an officer or agent of a labor organization which represents the voter.

The following is a sample of the official ballots:

Lori J. O'Bright, Outagamie County Clerk

<p>TO: The Electors of Outagamie County and parts of Calumet (Village of Harrison and City of Appleton) and Winnebago (City of Appleton) Counties.</p> <p>The information in this notice meets the requirements of the Wisconsin State Statutes which require that county, town, village, city, and school district clerks notify the electors of each municipality of the candidates for state, county, town, village, city, and school office and in some cases to publish a sample ballot.</p> <p>The information as to candidates, order of candidates, referenda, poll hours and poll locations was provided by the following county, town, village, city and school district clerks:</p> <p>County of Outagamie Lori J. O'Bright</p> <p>County of Winnebago Susan T. Ertmer</p> <p>County of Calumet Beth Hauser</p> <p>Town of Black Creek Karen Herman</p> <p>Town of Bovina Charles J. Plugger</p>	Town of Buchanan Cynthia Sieracki	Town of Seymour Darlene Schultz	Clintonville Public School Dist. Tom Neely
	Town of Center Amy Olson	Town of Vandenberg Cory Swedberg	Freedom Area School Dist. Allan Tiedt
	Town of Cicero Lori Klevesahl	Village of Bear Creek Betty Miller	Hortonville Area School Dist. Willard Griesbach
	Town of Dale Jenny DeZeeuw	Village of Black Creek Rochelle Oskey	Kaukauna Area School Dist. John Moore
	Town of Deer Creek Kenneth Everts	Village of Combined Locks Racquel Shampo-Glese	Kimberly Area School Dist. Debbie Roberts
	Town of Ellington Bonnie Fischer	Village of Harrison Jennifer Weyenberg	Little Chute Area School Dist. Joe Roehl
	Town of Freedom Barbara Seegers	Village of Kimberly Vicki Tessen	Menasha Joint School Dist. Steve Thompson
	Town of Grand Chute Karen Weinschrott	Village of Little Chute Laurie Decker	School Dist. of New London Connie Neely
	Town of Greenville Wendy Helgeson	Village of Nichols Linda Hoes	Pulaski Com. School Dist. Trina Townsend
	Town of Hortonville Lyn M. Neuenfeldt	Village of Shiocton Laurie Bunnell	Seymour Com. School Dist. Melissa Heins
	Town of Kaukauna Debbie VanderHeiden	Village of Wrightstown Michelle Seidl	School Dist. of Shiocton David Gomm
	Town of Liberty Julia DeGroot	City of Appleton Karni Lynch	School Dist. of West De Pere Tom Van De Hei
	Town of Maine Lori Klevesahl	City of Kaukauna Susan Duda	Wrightstown Com. School Dist. Mike Van Eperen
	Town of Maple Creek Larry Katerzynske	City of Seymour Lori Thiel	
	Town of Oneida Mary Olson	Appleton Area School Dist. Diane S. Barkmeier	

BALLOT LISTINGS

All offices are "Vote for One" unless otherwise noted

STATE OFFICES:

State Superintendent of Public Instruction:
Tony Evers
Lowell E. Holtz

Justice of the Supreme Court:
Annette Ziegler

Court of Appeals, Dist. 2 (Winnebago County only):
Brian K. Hagedorn

Outagamie County Circuit Court Judge, Branch 1
Mark J. McGinnis

Winnebago County Circuit Court Judge, Branch 2
Scott C. Woldt

Winnebago County Circuit Court Judge, Branch 6
Daniel J. Bissett

COUNTY OFFICES (Winnebago County only):

Winnebago County Executive:
Mark L. Harris

MUNICIPAL OFFICES

All offices are "Vote for 1" unless otherwise noted

TN OF BLACK CREEK Wards 1 & 2

Chairperson:
Dan Krutzen
Town Board Supervisor 1:
Daniel Rettler
Town Board Supervisor 2:
Tom Neubert
Clerk:
Karen Herman

Treasurer:
Jeri Ohman
Constable:
write-in
School District: (See School District Listings on page 3)
Seymour Community School District
Shiocton School District

TOWN OF BOVINA Wards 1 & 2

Chairperson:
Alan Van Straten
Town Supervisor 1:
Ronald K. Beyer
Town Supervisor 2:
Wade Vandenboom
Clerk/Treasurer:
Charles J. Plugger
School District: (See School District Listings on page 3)
Shiocton School District

TOWN OF BUCHANAN Wards 1 - 3

Chairperson:
Greg Sprangers
Mark McAndrews
Town Supervisor 1:
Tom Saelens
Karen Lawrence
Town Supervisor 3:
Chuck Kavanaugh
David Schneider
School District: (See School District Listings on page 3)
Appleton Area School District

— Buchanan, continued
Kaukauna Area School District
Kimberly Area School District
Wrightstown Area School Dist.

TOWN OF CENTER Wards 1 - 7

Chairperson:
Robert Toby Paltzer Jr
Town Board Supervisor 1:
Steve Schmeichel
Town Board Supervisor 3:
John Baum
School District: (See School District Listings on page 3)
Freedom Area School District
Hortonville Area School District
Seymour Community School District
School District of Shiocton

TOWN OF CICERO Wards 1 & 2

Chairperson:
Steve Hackl
Town Board Supervisor 1:
Kelly L. Van Vleet Seitz
Town Board Supervisor 2:
Thomas Wagner
Treasurer:
Judy Hackl
Constable:
Write-in
School District: (See School District Listings on page 3)
Seymour Community School District

TOWN OF DALE Wards 1 - 4

Chairperson:
Douglas Wunderlich
Town Board Supervisor 1:
Darnel Laabs
Town Board Supervisor 2:
Chad C. Degal
Charles D. Zehner
Constable:
Sandy Gadamus
Dale Sanitary District 1:
Charles D. Zehner
James E. Emmons
School District: (See School District Listings on page 3)
Hortonville Area School Dist.
New London School Dist.

TN OF DEER CREEK

Chairperson:
write-in
Town Board Supervisor 1:
Chad Mares
Town Board Supervisor 2:
Tom Peeters
Clerk:
Ken Everts
Treasurer:
Marcia Pelhke
Constable:
Mark Radtke
School District: (See School District Listings on page 3)
Clintonville School District
New London School Dist.
School District of Shiocton

TOWN OF ELLINGTON Wards 1 - 5

Chairperson:
Joe Schumacher
Town Board Supervisor 1:
Robert Prunty
Town Board Supervisor 2:
Allen Kaddatz
Clerk:
Bonnie Fischer
Jari Bentle
Treasurer:
Sheri Fassbender
Claire Baumann
Constable:
Shannon W Loewenhagen
Stephensville Sanitary District:
Rick Fassbender
School District: (See School District Listings on page 3)

OFFICE AND CANDIDATE LISTINGS

— *Ellington, continued*
Hortonville Area School Dist
School District of Shiocton

TOWN OF FREEDOM
Wards 1 - 8

Chairperson:
Steven D. Lowney
Charles Kramer
Town Board Supervisor 1:
Tim Maass
Town Board Supervisor 3:
Robert N Schuh
Freedom Sanitary District
Eugene Klister
School District: (See School District Listings this page)
Freedom Area School District

TN OF GRAND CHUTE
Wards 1 - 18

Chairperson:
Dave Schowaller
Town Board Supervisor 1:
Jeff Nooyen
Town Board Supervisor 3:
Travis J. Thyssen
Municipal Judge:
Charles W Klaseen
School District: (See School District Listings this page)
Appleton Area School District
Hortonville Area School Dist.

TN OF GREENVILLE
Wards 1 - 9

Chairperson:
Jack Anderson
Town Board Supervisor:
(Vote for not more than 2)
Dean M Culbertson
Joe Ryan
Michael Woods
Town Constable:
Vicki Prey
School District: (See School District Listings this page)
Hortonville Area School Dist.
New London School District

TOWN OF HORTONIA
Wards 1 & 2

Chairperson:
Robert Luedke
Town Board Supervisor 1:
Nancy Willenkamp
Town Board Supervisor 2:
Dennis Clegg
Clerk:
Lyn Neuenfeldt
Treasurer:
Marilyn Martin
Constable:
Kevin Clegg
School District: (See School District Listings this page)
Hortonville Area School Dist
New London School Dst.

TOWN OF KAUKAUNA
Wards 1 - 3

Chairperson:
Mike Van Asten
Town Board Supervisor 1:
Shane Robley
Town Board Supervisor 2:
Dennis Van Vreede
School District: (See School District Listings this page)
Freedom Area School District
Kaukauna Area School District
Wrightstown School District

TOWN OF LIBERTY

Chairperson:
Francis Vorachek
Town Board Supervisor 1:
Tom Lambie

— *Liberty, continued*
Town Board Supervisor 2:
Scott Retzlaff
Clerk:
Julia DeGroot
Treasurer:
Beth A. Ubl
Constable:
Levi Lambie
School District: (See School District Listings this page)
Hortonville Area School Dist.
New London School Dst.
School District of Shiocton

TOWN OF MAINE

Chairperson:
Jim Guyette
Dennis Burmeister
Town Board Supervisor:
(Vote for not more than 2)
Cory Demerath
David J Zitske
Randy Moes
Treasurer:
Jane Belmal
Constable:
Gerald J Schuette
School District: (See School District Listings this page)
Clintonville School District
Seymour Community Schl Dist.
School District of Shiocton

TN OF MAPLE CREEK

Chairperson:
Paul Gitter
Town Board Supervisor:
(Vote for not more than 2)
Gary Coroneos
Dalton Korth
Mike Bruette
James J. Young
Clerk:
Larry Katerzynske
Treasurer:
Tory Much
Constable:
Steven Janke
School District: (See School District Listings this page)
New London School Dist.
School District of Shiocton

TOWN OF ONEIDA
Wards 1 - 6

Chairperson:
Gary Schaumburg
Marlene Minnie Garvey
Town Board Supervisor 1:
write-in
Town Board Supervisor 2:
Randy Robertson
School District: (See School District Listings this page)
Freedom Area School District
Pulaski Com School District
Seymour Com School District
West De Pere School District

TOWN OF OSBORN

Wards 1 & 2
Chairperson:
Harlan Volkman
Town Board Supervisor 1:
Al Timm
Town Board Supervisor 2:
Gerald Schultz
Treasurer:
Ann-Marie Karweick
School District: (See School District Listings this page)
Freedom Area School District
Seymour Com School District

TOWN OF SEYMOUR
Wards 1 & 2

Chairperson:
Michael Barclay
Town Board Supervisor 1:
Pete Wachtendonk
Chris Van Dyke
Town Board Supervisor 2:
Dean Thiel
Treasurer:
Ginny Rottier
Constable:
Jeff Rottier
School District: (See School District Listings this page)
Seymour Com School District

TN OF VANDENBROEK
Wards 1 - 3

Chairperson:
Jeff Rollo
Town Board Supervisor:
(Vote for not more than 2)
Joan Coenen
Kellie Thon
School District: (See School District Listings this page)
Kaukauna Area School District

VIL OF BEAR CREEK

President:
John E. Glocke
Christopher P Wenner
Village Trustee:
(Vote for not more than 3)
Barbara Christensen
Julie Miller
Amy L Riggles
School District: (See School District Listings this page)
Clintonville School District

VIL OF BLACK CREEK
Wards 1 & 2

President:
Steven Rettler
Kathy Pasch
Village Trustee:
(Vote for not more than 3)
Stacy De Voe
Paul Rettler
Justin Stingle
School District: (See School District Listings this page)
Seymour Com School District

VIL / COMBINED LOCKS
Wards 1 - 4

President:
John Neumeler
Village Trustee:
(Vote for not more than 3)
Cathy Vander Zanden
Justin Krueger
Ruth A Wulgaert
School District: (See School District Listings this page)
Kaukauna Area School District
Kimberly Area School District

VIL / HARRISON

Wards 1-18
Village President:
Jim Salm
Village Trustee:
(Vote for not more than 3)
Joseph Sprangers
Kevin M Hietpas
Lou Miller
Tyler M. Moore
School District:
(See School District Listings this page)
Appleton Area School Dist.
Hilbert School Dist. (publishes separately)
Kaukauna Area School Dist.
Kimberly Area School Dist.
Stockbridge School Dist. (publishes separately).

VIL / HORTONVILLE
Wards 1 - 3

Village President
Al Habeck
Jack Kuhnke
Village Trustee:
(Vote for not more than 3)
Michael Sullivan
Kelly Schleif
Dawn M. Vollbrecht
Nick Knuth
Peter Oik
School District: (See School District Listings this page)
Hortonville Area School Dist.

VIL / KIMBERLY
Wards 1 - 9

Village Trustee:
(Vote for not more than 3)
Mike Hruzek
Peggy R. Weber
Lee W. Hammen
School District: (See School District Listings this page)
Kimberly Area School District

VIL OF LITTLE CHUTE
Wards 1 - 14

Village Trustee:
(Vote for not more than 2)
David Peterson
John Elrick
School District: (See School District Listings this page)
Appleton Area School District
Kaukauna Area School District
Little Chute Area School Dist.

VILLAGE OF NICHOLS

Village President:
A.J. Griesbach
Village Trustee:
(Vote for not more than Two)
Jerry Fuss
Kathy Krull
Vicki Van Vleet
School District: (See School District Listings this page)
Seymour Com School District

VIL OF SHIOCTON

Village President:
Terri James
Nancy L. Brownson
Village Trustee:
(Vote for not more than 3)
Eugene Butch Bunnell
Jamie Donlje
Glen Bunnell
Rodney Van Straten
School District: (See School District Listings this page)
School District of Shiocton

VIL/WRIGHTSTOWN
Ward 4

Village President:
.Dean J. Erickson
Village Trustee:
(Vote for not more than 3)
Andy Lundt
Sue Byers
Scott Reignier
School District: (See School District Listings this page)
Wrightstown School District

CITY OF APPLETON

Aldersperson, District 1:
William J. Siebers
Aldersperson, District 3:
Curt J. Konetzke
Aldersperson, District 5:
Edward J. Baranowski
Aldersperson, District 7:
Kathleen S. Plank
Aldersperson, District 9:
Bob Baker
Jessica Maass
Aldersperson, District 11:
Patti Coenen
Aldersperson, District 13:
Kyle Lobner
Aldersperson, District 15:
Keir Dvorachek
School District: (See School District Listings this page)
Appleton Area School Dist.
Freedom Area School Dist.
Kimberly Area School Dist.
Menasha Joint School Dist (Winnebago Co. only)

CITY OF KAUKAUNA

Aldersperson, District 1:
Jerry Palmer
Marty DeCoster
Aldersperson, District 2:
Tim Roehrig
Aldersperson, District 3:
Tom McGinnis
Aldersperson, District 4:
Tony Penterman
School District: (See School District Listings this page)
Kaukauna Area School District

CITY/NEW LONDON

Publishes separately –
Contact City Clerk, phone:
920-982-8500

CITY OF SEYMOUR

Wards 1 & 2:
Ryan Kraft
Wards 3 & 4:
Ryan Kinney
Gary Spaulding
Wards 5 & 6:
Alex Tetzlaff
School District: (See School District Listings this page)
Seymour Com School Dist



CANDIDATE LISTING FOR SCHOOL DISTRICTS:

APPLETON AREA:
(Vote for not more than 3)
Diane S Barkmeier
Alvin Pastor Dupree
Barry O'Connor

MENASHA JOINT:
(Vote for not more than 2)
Joyann Eggert
write-in

CLINTONVILLE AREA:
(Vote for not more than 2)
Thomas G Neely
Larry Czarnacki
Jim Schultz
Kristine Strauman
(See Referendum Question on page 4)

NEW LONDON:
(Vote for not more than 3)
Terry Wegner
Mary Swifka
John Michels
Kim A Schroeder
John P. Helderman

FREEDOM AREA 2:
(Vote for not more than 2)
Gary Schumacher
Allan Tiedt

PULASKI COMMUNITY:
Publishes separately. For more information, contact the clerk at phone: 920-822-6001.

HORTONVILLE AREA:
(Vote for 1)
Zone 5:
T. Ellington
Paul Thome
Andrea M. Marcks
(Vote for 1)
T. Greenville
Brett Eidahl
Varsha Shah

SEYMOUR COMMUNITY:
(Vote for 1)
Zone 5:
Allen M Krause
Thomas N. Smet
(Vote for 1)
Zone 6:
Jill Karweick
(See Referendum Question on page 5)

KAUKAUNA AREA:
(Vote for not more than 2)
Sam Kelly
Sue Gertz

SHIOCTON:
(Vote for not more than 2)
David G Gomm
Mindy Hofacker

KIMBERLY AREA:
(Vote for not more than 2)
Montgomery Elmer
Ammie Ebben

WEST DE PERE:
(Vote for not more than 2)
Joseph P. Bergner
Jenni Fuss

LITTLE CHUTE AREA:
(Vote for not more than 3)
Joe Roehl
Chuck George
Liz Spaeth
Jerry Verhagen
(See Referendum Questions on page 4)

WRIGHTSTOWN COMM.:
(Vote for not more than 3)
Tom Eggert
Tiffany Van Vreede
Joie Cunningham

Referendum Questions

NOTICE OF REFERENDUM CLINTONVILLE PUBLIC SCHOOL DISTRICT APRIL 4, 2017

NOTICE IS HEREBY GIVEN, that at an election to be held in the Clintonville Public School District, on April 4, 2017, the following proposed Resolution of the School District Board of Education, will be submitted to a vote of the people:

INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$24,900,000

BE IT RESOLVED by the School Board of the Clintonville Public School District, Outagamie, Shawano and Waupaca Counties, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds in an amount not to exceed \$24,900,000 for the purpose of paying the costs of constructing and equipping a new elementary school on the existing Rexford-Longfellow school site, razing and removing the existing school building and making site improvements related to said project.

BE IT FURTHER RESOLVED that the District Clerk is hereby authorized and directed to publish a Notice to Electors (in substantially the form attached hereto as Attachment One) in the Clintonville Chronicle, within ten (10) days of the adoption of the foregoing resolution.

BE IT FURTHER RESOLVED that pursuant to Section 67.05(6a)(a)2.a. of the Wisconsin Statutes, the District Clerk is hereby directed to submit the foregoing Initial Resolution to the electors for approval or rejection at the April 4, 2017 election. The Initial Resolution shall not be effective unless adopted by a majority of the school district electors voting at the referendum.

Adopted this 9th day of January, 2017.

The question will appear on the ballot as follows:

INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$24,900,000

BE IT RESOLVED by the School Board of the Clintonville Public School District, Outagamie, Shawano and Waupaca Counties, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds in an amount not to exceed \$24,900,000 for the purpose of paying the costs of constructing and equipping a new elementary school on the existing Rexford-Longfellow school site, razing and removing the existing school building and making site improvements related to said project.

Question: Shall the foregoing resolution of the School Board of the Clintonville Public School District be approved?

EXPLANATION

A "yes" vote is in favor of the Initial Resolution set forth above and is a vote to approve the borrowing of not to exceed \$24,900,000 by the Clintonville Public School District through the issuance of General Obligation Bonds for the purpose of paying the costs of constructing and equipping a new elementary school on the existing Rexford-Longfellow school site, razing and removing the existing school building and making site improvements related to said project.

A "no" vote is opposed to the Initial Resolution and is a vote to deny the Clintonville Public School District the authority to borrow not to exceed \$24,900,000 through the issuance of General Obligation Bonds for the purpose of paying the costs of constructing and equipping a new elementary school on the existing Rexford-Longfellow school site, razing and removing the existing school building and making site improvements related to said project.

Done in Clintonville on the 9th day of January, 2017.

Thomas Neely, District Clerk
Clintonville Public School District

NOTICE OF REFERENDUM LITTLE CHUTE AREA SCHOOL DISTRICT APRIL 4, 2017

NOTICE IS HEREBY GIVEN, that at an election to be held in the Little Chute Area School District on April 4, 2017, the following proposed Resolutions of the School District Board of Education, will be submitted to a vote of the people:

RESOLUTION NUMBER I

RESOLUTION AUTHORIZING THE SCHOOL DISTRICT BUDGET TO EXCEED REVENUE LIMIT BY \$275,000 A YEAR FOR FIVE YEARS FOR NON-RECURRING PURPOSES

BE IT RESOLVED by the School Board of the Little Chute Area School District, Outagamie County, Wisconsin that the revenues included in the School District budget be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$275,000 a year for the 2017-2018 school year through the 2021-2022 school year for non-recurring purposes consisting of technology hardware, software and infrastructure.

RESOLUTION NUMBER II

INITIAL RESOLUTION
AUTHORIZING GENERAL OBLIGATION BONDS
IN AN AMOUNT NOT TO EXCEED \$17,770,000
BE IT RESOLVED by the School Board of the Little Chute Area School District, Outagamie County, Wisconsin that there shall be issued pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$17,770,000 for the public purpose of paying the cost of a school building and improvement program at the Intermediate/Middle/High School campus consisting of: infrastructure and site improvements, including building security improvements, roof, HVAC and electrical upgrades, and parking lot improvements; upgrades to the science, technology, engineering and math spaces; renovations and remodeling, including classrooms, the fitness center, kitchen and commons areas; construction of an addition for the consolidation of the school libraries and school offices; and acquisition of related furnishings, fixtures and equipment.

The questions will appear on the ballot as follows:

QUESTION NUMBER I: "Shall the Little Chute Area School District, Outagamie County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$275,000 a year for the 2017-2018 school year through the 2021-2022 school year for non-recurring purposes consisting of technology hardware, software and infrastructure?"

QUESTION NUMBER II: "Shall the Little Chute Area School District, Outagamie County, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$17,770,000 for the public purpose of paying the cost of a school building and improvement program at the Intermediate/Middle/High School campus consisting of: infrastructure and site improvements, including building security improvements, roof, HVAC and electrical upgrades, and parking lot improvements; upgrades to the science, technology, engineering and math spaces; renovations and remodeling, including classrooms, the fitness center, kitchen and commons areas; construction of an addition for the consolidation of the school libraries and school offices; and acquisition of related furnishings, fixtures and equipment."

for the consolidation of the school libraries and school offices; and acquisition of related furnishings, fixtures and equipment?"

EXPLANATION

The referendum election ballot will ask District electors to vote "yes" or "no" on the referendum election questions as set forth above.

A "yes" vote on Question Number I is a vote to authorize the Little Chute Area School District budget to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$275,000 a year for the 2017-2018 school year through the 2021-2022 school year for non-recurring purposes consisting of technology hardware, software and infrastructure.

A "no" vote on Question Number I is a vote to deny the Little Chute Area School District budget the authority to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$275,000 a year for the 2017-2018 school year through the 2021-2022 school year for non-recurring purposes consisting of technology hardware, software and infrastructure.

In the event a majority of the electors voting on Question I vote "yes", the District will be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$275,000 a year for the 2017-2018 school year through the 2021-2022 school year for non-recurring purposes consisting of technology hardware, software and infrastructure; if a majority vote "no" on the question set forth above, the District will not be so authorized.

A "yes" vote on Question Number II is a vote to approve the borrowing of \$17,770,000 by the Little Chute Area School District through the issuance of general obligation bonds for the purpose of paying the cost of a school building and improvement program at the Intermediate/Middle/High School campus consisting of: infrastructure and site improvements, including building security improvements, roof, HVAC and electrical upgrades, and parking lot improvements; upgrades to the science, technology, engineering and math spaces; renovations and remodeling, including classrooms, the fitness center, kitchen and commons areas; construction of an addition for the consolidation of the school libraries and school offices; and acquisition of related furnishings, fixtures and equipment.

A "no" vote on Question Number II is a vote to deny the Little Chute Area School District the authority to borrow \$17,770,000 through the issuance of general obligation bonds for the purpose of paying the cost of a school building and improvement program at the Intermediate/Middle/High School campus consisting of: infrastructure and site improvements, including building security improvements, roof, HVAC and electrical upgrades, and parking lot improvements; upgrades to the science, technology, engineering and math spaces; renovations and remodeling, including classrooms, the fitness center, kitchen and commons areas; construction of an addition for the consolidation of the school libraries and school offices; and acquisition of related furnishings, fixtures and equipment.

In the event a majority of the electors voting on Question Number II vote "yes", the District will be authorized to undertake the school building and improvement program described in Question Number II and borrow not in excess of \$17,770,000 therefor; if a majority vote "no" on Question Number II set forth above, the District will not be so authorized.

Done in the Little Chute Area School District on April 1, 2017.

Joseph Roehl
District Clerk

Find more election information
on the web at:
<http://www.outagamie.org>



**NOTICE OF REFERENDUM
SEYMOUR COMMUNITY
SCHOOL DISTRICT
APRIL 4, 2017**

NOTICE IS HEREBY GIVEN, that at an election to be held in the Seymour Community School District, on April 4, 2017, the following proposed Resolution of the School District Board of Education, will be submitted to a vote of the people:

**RESOLUTION
AUTHORIZING THE SCHOOL DISTRICT BUDGET TO
EXCEED REVENUE LIMIT FOR RECURRING
PURPOSES**

BE IT RESOLVED by the School Board of the Seymour Community School District, Outagamie and Shawano Counties, Wisconsin that the revenues included in the School District budget be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$625,000 for the 2017-2018 school year, by an additional \$400,000 for the 2018-2019 school year, by an additional \$500,000 for the 2019-2020 school year and by an additional \$335,000 (for a total of \$1,860,000) for the 2020-2021 school year and thereafter, for recurring purposes to maintain educational services and programming.

Adopted and recorded January 20, 2017.

The question will appear on the ballot as follows:

Shall the Seymour Community School District, Outagamie and Shawano Counties, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$625,000 for the 2017-2018 school year, by an additional \$400,000 for the 2018-2019 school year, by an additional \$500,000 for the 2019-2020 school year and by an additional \$335,000 (for a total of \$1,860,000) for the 2020-2021 school year and thereafter, for recurring purposes to maintain educational services and programming?

EXPLANATION

The referendum election ballot will ask District electors to vote "yes" or "no" on the referendum election question as set forth above.

A "yes" vote on the question is in favor of said Resolution and is a vote to authorize the Seymour Community School District budget to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$625,000 for the 2017-2018 school year, by an additional \$400,000 for the 2018-2019 school year, by an additional \$500,000 for the 2019-2020 school year and by an additional \$335,000 (for a total of \$1,860,000) for the 2020-2021 school year and thereafter, for recurring purposes to maintain educational services and programming.

A "no" vote on the question is opposed to said Resolution and is a vote to deny the Seymour Community School District budget the authority to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$625,000 for the 2017-2018 school year, by an additional \$400,000 for the 2018-2019 school year, by an additional \$500,000 for the 2019-2020 school year and by an additional \$335,000 (for a total of \$1,860,000) for the 2020-2021 school year and thereafter, for recurring purposes to maintain educational services and programming.

In the event a majority of the electors voting vote "yes" on the question, the District will be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$625,000 for the 2017-2018 school year, by an additional \$400,000 for the 2018-2019 school year, by an additional \$500,000 for the 2019-2020 school year and by an additional \$335,000 (for a total of \$1,860,000) for the 2020-2021 school year and thereafter, for recurring purposes to maintain educational services and programming; if a majority vote "no" on the question set forth above, the District will not be so authorized.

Done in the Seymour Community School District on January 20, 2017.

Melissa Heins



Voter Registration

If you have never registered to vote or have to re-register:

Voter Registration is required if you are a new Wisconsin voter or have a name change or address change. For more information, visit the website: <http://myvote.wi.gov> or contact your municipal clerk (see page 8.)

WHAT DO I NEED TO BRING TO REGISTER TO VOTE?

Bring these with you to register:

- If you have been issued a State of Wisconsin Driver License or ID card that is current and valid, you must provide the number and expiration date. If your WI driver license is cancelled or expired; or your WI DOT-issued ID is expired, provide the number and the last 4 digits of your Social Security number. If you have not been issued a WI driver license or WI DOT-issued ID, you must provide the last 4 digits of your Social Security number. If you have none of these documents, you will be able to indicate that fact.
- You must provide a Proof of Residence Document when registering to vote in Wisconsin. A Proof of Residence Document is a document that proves where you live in Wisconsin. Please see the Proof of Residence handout for a list of acceptable documents.

IS THERE ANYTHING ELSE I NEED TO KNOW ABOUT REGISTRATION?

- **Photo ID is never required when registering to vote.** However, a Proof of Residence document is always needed when registering to vote in Wisconsin.
- **Voters must reside at their address for at least 10 days by Election Day** in order to register to vote. Voters who have moved *within Wisconsin* less than 10 days before the election must vote from their previous address, either by absentee ballot or at the polling place. Voters who have moved to Wisconsin from another state less than 10 days before an election are only eligible to vote in Presidential elections.
- **Wisconsin law no longer allows a "corroborating witness"** to provide Proof of Residence. See the "Proof of Residence" documents for a list of Proof of Residence documents.
- You cannot register the Saturday, Sunday, or Monday before an election, but you can register at the polling place on Election Day.

<p>These documents constitute proof of residence if they contain the voter's current and complete first and last name and residential address, and are valid on the day used to register to vote.</p> <p>Electronic versions are also acceptable</p>	<ul style="list-style-type: none"> • A WI Driver License/ID Card, if not expired or cancelled; may be used even if driving privileges have been revoked • Any other official identification card or license issued by a Wisconsin governmental body or unit • An employee ID card with a photograph, but not a business card • A real property tax bill or receipt for the current year or the year preceding the date of the election • A residential lease (<i>Does not count as proof of residence if elector submits form by mail</i>) • A picture ID from a university, college or technical college coupled with a fee receipt or an on-campus housing listing provided by the university, college or technical college • A utility bill for the period commencing not earlier than 90 days before the day registration is made • (Homeless voters only) A letter from an organization that provides services to the homeless that identifies the voter and describes the location designated as the person's residence for voting purposes • A contract/intake document prepared by a residential care facility indicating that the occupant resides in the facility • A bank statement • A paycheck • A check or other document issued by a unit of government
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ARE YOU QUALIFIED TO VOTE?

You MAY vote if:

- You are a United States Citizen;
- You are 18 years or older today;
- You have lived here for 10 consecutive days before this election with no present intent to move; and
- You are registered to vote or are registering today.

You may NOT vote if:

- You are here for temporary purposes only;
- You have voted in this election already;
- You are still required to report to a probation or parole officer because of a felony conviction;
- You have been ruled incapable of voting by a judge;
- You have placed a bet or wager on the outcome of this election.



If you have questions, please see an election inspector or the municipal clerk.

BRING IT TO THE BALLOT

Voter Photo ID Information

Information Provided by the Wisconsin Elections Commission

For detailed information about the Voter Photo ID law, visit bringit.wi.gov.

For other information on the Wisconsin Elections Commission, visit <http://gab.wi.gov> or call the W.E.C. Help Desk at 1-866-VOTE-WIS or 608-261-2028.

DO I NEED A SPECIAL VOTER ID CARD?

There is not a separate "Voter ID" card. There are many forms of Photo ID, which you may already have, that can be used to vote.

Anyone with a valid Wisconsin driver license or Wisconsin state ID card, or any of the documents listed below, already has the photo ID they need for voting purposes.

WHAT CAN I USE AS PHOTO ID TO VOTE?

The following photo IDs are acceptable for voting purposes, and can be unexpired or expired after the date of the most recent general election (currently, the November 4, 2014 election):

- A Wisconsin DOT-issued driver license, even if driving privileges are revoked or suspended
- A Wisconsin DOT-issued identification card
- Military ID card issued by the U.S. Uniformed Services
- A U.S. passport book or card

The following photo IDs are also acceptable for voting purposes:

- A certificate of naturalization (that was issued not earlier than two years before the date of the election)
- An identification card issued by a federally recognized Indian tribe in Wisconsin
- A driver license receipt issued by Wisconsin DOT (valid for 45 days from date issued)
- An identification card receipt issued by Wisconsin DOT (valid for 45 days from date issued)
- A Veteran Affairs ID card (must be unexpired or have no expiration date)
- A photo identification card issued by a Wisconsin accredited university or college, or technical college that contains the following:
 - Date the card was issued
 - Signature of student
 - Expiration date no later than two years after date of issuance
 - The university or college ID

must be accompanied by a separate document that proves enrollment, such as a tuition fee receipt, enrollment verification letter, or class schedule

WHAT WILL THE POLL WORKER BE LOOKING AT ON MY PHOTO ID?

- Elector's Photograph
- The photograph must reasonably resemble the elector
- Elector's Name

The elector's name must conform to the name on their voter registration; conform does not mean that the name must be identical to the name on the voter registration

- An Expiration
- If the ID has an expiration date, it must meet the expiration requirements listed above

An acceptable Photo ID for voting does not have to include a current address.

ARE THERE ANY PHOTO IDS I CANNOT USE TO VOTE?

Yes. The following photo IDs are NOT acceptable for voting purposes:

- A State or Federal government employee IDs
- An out-of-state driver license or identification card
- An employment IDs
- A membership or organization ID
- A Certificates of Citizenship

ARE THERE ANY PHOTO IDS THAT CAN BE USED FOR VOTING THAT DO NOT HAVE A PHOTO ON THEM?

Yes. The following documents, which do not contain a photo, can be used

for voting purposes:

- A citation or notice of intent to revoke or suspend a driver license, which is dated within 60 days of the date of the election. If your driver license has been taken away by law enforcement or a court, you may present written documentation of that fact in order to vote without your photo ID
- A State of Wisconsin, DOT issued, identification card without a photo, issued to those electors with a religious objection to being photographed

IS THERE ANYONE WHO DOES NOT NEED TO PROVIDE A PHOTO ID?

Yes. The following electors do NOT need to provide a Photo ID:

- Confidential electors are always

exempt from Photo ID requirements. Confidential electors have applied for this status with their municipal clerk, and have presented a court order, a letter from law enforcement, a letter from the staff of a domestic abuse shelter, or the staff of an agency assisting victims of domestic abuse

- Active Military and Permanent Overseas voters are not required to provide a Photo ID when they vote by absentee ballot, but if they vote in-person, they must present Photo ID
- Indefinitely confined voters and voters in special care facilities can provide a witness signature on their absentee ballot certificate envelope in substitute for showing Photo ID; if they vote in-person, they must present a Photo ID

WISCONSIN

DRIVER LICENSE



SPEAK UP. BUT FIRST, SAY CHEESE.

Most people already have the photo ID they need to vote in the next election. If you don't, get a Wisconsin state ID card for free at your nearby Division of Motor Vehicles. You just need a few papers, like a certified birth certificate, Social Security card and a utility bill. If you don't have a birth certificate, or other documents, the DMV can still help you get a free ID for voting. There are several different documents you can use. So get your free ID today and remember to bring it when you vote.

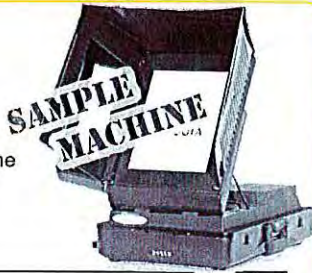
BRING IT
— TO THE —
BALLOT

For DMV locations and a complete list of documents, BRINGIT.WISCONSIN.GOV | 1.866.VOTE.WIS

Sponsored by Wisconsin Government Accountability Board

SAMPLE BALLOT

For all municipalities, except the City of Appleton and Village of Wrightstown



SAMPLE
See complete
Candidate Listings
on pages 2 & 3

SAMPLE BALLOT

Towns of: Black Creek, Villages of: Bear Creek,
Bovina, Cicero, Deer Creek, Nichols, Shiocton.
Liberty, Maine, Maple Creek

SAMPLE
See complete
Candidate Listings
on pages 2 & 3

Towns of: Buchanan, Center, Dale, Ellington, Freedom, Grand Chute, Greenville, Hortonla, Kaukauna, Oneida, Osborn, Seymour, Vandenbroek
Villages of: Black Creek, Combined Locks, Hortonville, Kimberly, Little Chute
Cities of: Kaukauna, New London, Seymour.

Official Ballot Nonpartisan Office and Referendum April 4, 2017

Notice to Voters: If you are voting on Election Day, your ballot must be initiated by two election inspectors. If you are voting absentee, your ballot must be initiated by the municipal clerk or deputy clerk. Your ballot may not be counted without initials. (See end of ballot for initials.)

Instructions

If you make a mistake on your ballot or have a question, ask an election inspector for help. (Absentee voters: Contact your municipal clerk.)

To vote for a name on the ballot, complete the arrow next to the name like this:

To vote for a name that is not on the ballot, write the name on the line marked "write-in" and complete the arrow next to the name like this:

State Superintendent of Public Instruction

State Superintendent

Vote for 1

Tony Evers

Lowell E. Holtz

write-in: _____

Judicial

Justices of the Supreme Court

Vote for 1

Annette Ziegler

write-in: _____

Circuit Court Judge

Branch 1

Vote for 1

Mark J. McGinnis

write-in: _____

Continue voting at top of next column.

Municipal

Town Board Chairperson

Vote for 1

Robert Toby Paltzer Jr.

write-in: _____

Town Board Supervisor 1

Vote for 1

Steve Schmelchal

write-in: _____

Town Board Supervisor 3

Vote for 1

John Baum

write-in: _____

School District

Seymour Community School District

School Board Member

Zone 5

Vote for 1

Allen M Krause

Thomas N. Smet

write-in: _____

Seymour Community School District

School Board Member

Zone 8

Vote for 1

Jill Karweick

write-in: _____

Continue voting at top of next column.

Referendum

To vote in favor of a question, complete the arrow next to "Yes," like this:

To vote against a question, complete the arrow next to "No," like this:

Seymour Community School District

QUESTION: "Shall the Seymour Community School District, Outagamie and Shawano Counties, Wisconsin be authorized to exceed the revenue limit specified in Section 121.81, Wisconsin Statutes, by \$525,000 for the 2017-2018 school year, by an additional \$400,000 for the 2018-2019 school year, by an additional \$500,000 for the 2019-2020 school year and by an additional \$325,000 for a total of \$1,850,000 for the 2020-2021 school year and thereafter, for routing purposes to maintain educational services and programming?"

Yes

No

SAMPLE
See complete
Candidate Listings
on pages 2 & 3

SAMPLE
See complete
Candidate Listings
on pages 2 & 3

SAMPLE BALLOT

Villages of: Harrison and Wrightstown
City of: Appleton

SAMPLE
See complete
Candidate Listings
on pages 2 & 3

POLLING PLACES AND HOURS (7:00 A.M. TO 8:00 P.M.)

At the Spring Election to be held April 4, 2017 in the Towns, Villages and Cities of OUTAGAMIE COUNTY, including part of the counties of CALUMET (Village of Harrison & City of Appleton) AND WINNEBAGO (City of Appleton), the following polling locations and hours will be used. If you have any questions concerning your polling place, please contact the municipal clerk listed for your municipality. Area codes are 920, unless noted

TOWNS:

Black Creek - Karen Herman
984-1116
Town Hall, N6051 Twelve
Corners Rd. (between Wolf
Rd. and Kluge Rd.)
<http://www.blackcreekwi.org>

Bovina - Charles Pluger
986-3289
Town Hall, N5289 Rexford Rd.
(corner of Cty. Rd. A and
Rexford Rd.)

Buchanan - Cynthia Sieracki
734-8599
Town Hall, N178 Cty. Rd. N
(north of Cty. Rd. KK)
<http://www.townofbuchanan.org>

Center - Amy Olson
731-7229
Town Hall, N3990 State Road
47 (intersection of State
Road 47 and County Road
PP)
<http://www.centerwi.com>

Cicero - Lori Klevesahl
833-9735
Town Hall, N9195 Cty. Rd. X
(north of County Road VV)
<http://www.townofcicerowv.com>

Dale - Jenny DeZeeuw
779-4609
Municipal Building, W9641
State Hwy. 96 (east of
Dale)
<http://www.townofdale.org>

Deer Creek - Kenneth Everts
715-752-3071
Town Hall, W9698 County
Road F (corner of State
Road 76 and County Road
F)

Ellington - Bonnie Fischer
757-5333
Municipal Building, N3802
State Road 76 (corner of
State Road 76 and Cty. Rd.
S)
<http://www.townofellington.org>

Freedom - Barbara Seegers
788-4548
Town Hall & Fire Department,
W2004 Cty. Rd. S (across
from St. Nicholas School)
<http://www.townoffreedom.org>

Grand Chute - Karen Weinschrott
832-1573
Wards 1-3 - Town Hall, 1900
W. Grand Chute Blvd.
Wards 4-10 - Appleton Alliance
Church, 2693 W. Grand
Chute Blvd.
Wards 11-14 - Globe
University, 5045 W.
Grande Market Dr.
Wards 15-17 - The Community
Church of Appleton, 3701
N. Gillett St.
<http://www.grandchute.net>

Greenville - Wendy Helgeson 757-5151
Wards 4, 6, 9 - Town Hall,
W6860 Parkview Dr. (off
State Road 76)

Greenville, continued
Wards 1-3, 5, 7-8 - Shepherd
of the Hills Lutheran
Church, N1615
Meadowview Dr.
<http://www.townofgreenville.com>

Hortonla - Lyn Neuenfeldt
216-0932
Town Fire Hall, 700 West Nye
St., Hortonville (in the
Village of Hortonville)
<http://www.townofhortonla.org>

Kaukauna - Debbie VanderHeiden
759-1677
Town Hall, W780 Greiner Rd.
(1 mile east of County
Road J)
<http://www.kaukaunatown.com>

Liberty - Julia DeGroot
427-0071
Town Hall, N3918 Hollow Rd.
(corner of Cty. Rd. S and
Hollow Rd.)
<http://www.townofliberty.com>

Maine - Lori Klevesahl
525-1150
Town Hall, N8551 State Road
187 (9 miles north of
Shiocton)
<http://www.townofmaineoutagamie.com/>

Maple Creek - Larry Katerzynski
634-9429
Town Hall, W10388 Cty. Rd. W
(1/2 mile east of Cty. Rd. D)
<http://www.townofmaplecreek.com/>

Oneida - Mary Olson
833-2211
Town Hall, N6593 Cty. Rd. H
(between Ranch Rd. and
Government Rd.)
<http://www.townofoneida.org>

Osborn - Darlene Schultz
833-2942
Community Center/Town Hall,
W3389 Cty. Rd. EE
<http://www.townofosborn.com>

Seymour - Darlene Schultz
833-2942
Crystal Spring Golf Course,
N8055 French Rd. (use the
North entrance)

Vandenbroek - Cory Swedberg
850-1848
Community Center/Town Hall,
W2030 Cty. Rd. JJ (corner
of Hwy. 55 and Cty. Rd. JJ)
<http://www.townofvandenbroek.org>

VILLAGES:
Bear Creek - Betty Miller
715-752-4065
Village Hall/Fire Station,
109 Prospect St. (across
from
park and church)

Black Creek - Rochelle Oskey
984-3295
Community Center, 507 S.
Maple St.
<http://www.villageofblackcreek.com>

Combined Locks - Racquel Shampo-Giese
788-7740
Civic Center, 405 Wallace St.
<http://www.combinedlocks.org>

Harrison - Jennifer Weyenberg
920-989-1062
Harrison Municipal Building,
W5298 State Road 114,
Menasha
www.harrison-wi.org

Hortonville - Lynne Mischker
779-6011
Community Center, 531 N.
Nash St.
<http://www.hortonvillewi.org>

Kimberly - Vicki Tessen
788-7500
Municipal Complex, 515 W.
Kimberly Av.
<http://www.vokimberly.org>

Little Chute - Laurie Decker
423-3852
Wards 1, 3-5, 9-11 & 14 -
Civic Center/Library
Building, 625 Grand Av.
Wards 2, 6-8, 12 & 13 - Village
Hall, 108 W. Main St.
<http://www.littlechutewi.org>

Nichols - Linda Hoes
419-1843
Community Center, N9065
Krull Rd.
<http://www.villageofnichols.com>

Shiocton - Laurie Bunnell
986-3415
Village Hall, N5605 State
Road 76 (meeting room)
<http://www.shiocton.org>

Wrightstown - Michelle Seldi
532-5567
Village Hall, 352 High St.
<http://www.wrightstown.us>

CITIES:
(Districts are aldermanic)
Appleton - Kami Lynch
832-6447
www.appleton.org

District 1 - Wards 1 & 2 - First
United Methodist Church,
325 E. Franklin St.
Fellowship Hall - west side
District 2 - Wards 3 - 5 & 53 -
Emmanuel United
Methodist Church, 740 E.
College Av., *Fireside Room*
- main floor - enter off N.
Meade St. or E.
Washington St.

District 3 - Wards 6, 7, 54 & 59
- Cross Walk Church, 2020
E. John St., *Fellowship Hall*
- Lower Level
District 4 - Wards 8 - 10 -
Memorial Presbyterian
Church, 803 E. College Av.

District 5 - Wards 11 - 14 -
Prince of Peace Lutheran
Church, 2330 E. Calumet
St., *Community Room*
- enter off Matthias St.
District 6 - Wards 15 - 17 & 50
- Mt. Olive Ev. Lutheran
Church & School,
930 E. Florida Av., *Atrium*
- NW corner of church-
enter off N. Doris Ln.

District 7 - Wards 18 - 23 -
Fox Valley Lutheran High
School, 5300 N. Meade St.,
Gymnasium - East
Entrance "D"

District 8 - Wards 24 - 26
-McKinley Elementary
School, 1125 E. Taft Av.,
Small Gymnasium

District 9 - Wards 27, 28, 55 &
56 - St. Bernard Catholic
Church, 1617 W. Pine St.,
Parish Hall

District 10 - Wards 29, 30, 48
& 57 - St. Matthew Ev.
Lutheran Church, 129 S.
Mason St., *Gymnasium-*
enter off parking lot

District 11 - Wards 31 - 34
-Riverview Ev. Lutheran
Church & School, 136 W.
Seymour St., *Gymnasium*

District 12 - Wards 35, 36 & 49
- St. John United Church of
Christ, 1130 W. Marquette
St., *Fellowship Hall - Enter*
off Lindbergh St.

District 13 - Wards 37 - 41
- Celebration Ministry
Center, 3100 E. Evergreen
Dr., *Gymnasium - enter off*
N. Providence Av.

District 14 - Wards 42, 43, 51
& 52 - Faith Ministry
Center, 601 E. Glendale
Avenue
Fellowship Hall - lower
level

District 15 - Wards 44 - 47 -
Hope Lutheran Brethren
Church, 415 E. Hoover Av.

Kaukauna - Susan J. Duda
766-6300
Districts 1 & 2 (Wards 1-5, 12)
- River View Middle
School, 101 Oak Street,
Kaukauna

Districts 3 & 4 (Wards 6-11)
New Municipal Services
Building, 144 W. Second
Street
<http://www.cityofkaukauna.com>

New London - Sue Tennie
982-8500
Outagamie County residents
only
Wards 1 & 2 - American
Legion Club House, 840 E.
N. Water Street
<http://www.newlondonwi.org>

Additional polling information,
clerk publishes separately.

Seymour - Lori Thiel
833-2209
Municipal Building, 328 N.
Main St.
<http://www.seymour.govoffice.com>

NOTICES:
The following notice is
applicable to:
Town of: Grand Chute
Cities of: Appleton,
Kaukauna, New London

Notice of Meeting of the Local Board of Canvassers

At the close of voting on
Election Day, pursuant
to the provisions of Wis.
Stat. § 19.84, the Election
Inspectors at each polling
place will convene as the
Local Canvassing Board for
the purpose of conducting
the local canvass pursuant
to Wis. Stat. § 7.51. This
meeting will be open to the
public pursuant to Wis. Stat.
§§ 19.81-89.

The following notice is
applicable to:
Towns of: Black Creek,
Bovina, Buchanan,
Center, Cicero, Dale,
Deer Creek, Ellington,
Freedom, Greenville,
Hortonla, Kaukauna, Liberty,
Maine, Maple Creek,
Oneda, Osborn, Seymour,
Vandenbroek
Villages of: Bear Creek,
Black Creek, Combined
Locks, Harrison, Hortonville,
Kimberly, Little Chute,
Nichols, Shiocton,
Wrightstown.
City of: Seymour

Notice of Meeting of the Local and Municipal Board of Canvassers

At the close of voting on
Election Day, pursuant
to the provisions of Wis.
Stat. § 19.84, the Election
Inspectors will convene
as a joint meeting of the
Local Board of Canvassers
and the Municipal Board of
Canvassers for the purpose
of conducting the local
and municipal canvasses
pursuant to Wis. Stat. §§7.51
and 7.53(1). This meeting
will be open to the public
pursuant to Wis. Stat. § §
19.81-89.

Any person requiring special
accommodations who wish
to attend this meeting should
contact the clerk of the
polling location at least 24
hours in advance.



**ALL POLLING PLACES
ARE ACCESSIBLE
TO ELDERLY AND
DISABLED VOTERS.**

**ALL POLLING PLACES
ARE OPEN 7:00 A.M. - 8:00 P.M.**

Memo

To: Dr. Melanie Oppor
From: Michelle Pukita
Date: September 12, 2017
Re: September Staff and Program Highlights

The following are highlights from August through the beginning of September:

- **Open House:** Open house was a great success. We had 75% of our families come in to meet their teachers.
- **First couple weeks of school:** The school year is off to a great start. The first day we practiced fire, tornado, and intruder safety drills, following the procedures in the Emergency Response Protocol Handbook. The students and staff did a great job with these safety drills. As I have been walking through the school and visiting the classrooms, students are all on task working on routines and procedures that teachers are putting in place. The staff have really focused on building relationships and establishing the routines and procedures.
- **PBIS:** The staff is doing a fantastic job implementing PBIS. They are reinforcing positive behavior with paw prints. The classroom teacher and their students decide how many paw prints they are working towards. Once the number is earned, the children receive their reward (See picture below). Examples would be extra recess, extra time in the gym, etc. When the rules haven't been followed, the staff re-teaches and models the correct ways of following the rules. Students did a fantastic job in the hallways, bathrooms, and sitting on the carpet for mini lessons. As I walked through the school, it is hard to believe that the students just returned from summer break. The staff did an amazing job putting the school wide rules in place and reinforcing those rules.



- **Transportation and Safety update:** So far things seem to be moving along smoothly. The first couple of busses arrive around 7:26. The students remain on the bus until 7:30 a.m. as this is when

supervision begins and the doors open to allow the students into the school. I go out every morning and afternoon to remind parents the procedures put in place last school year. Staff is assigned on a rotating basis to be supervising by the bike racks, helping children cross Beech Street, and at the entrance of the school. I have sent home a reminder to parents about parking in the parking lot and escorting their child through the parking lot. I also reminded parents that the main loop is open for drop off. After the first 4 days of school, most family members are following these procedures. I will keep monitoring the situation and reminding the families of the procedures in place to keep students, families, and staff safe.

Little Wolf Jr./Sr. High School

Memo

To: Dr. Melanie Oppor
From: Dan Wolfgram
Date: 9/10/2017
Re: Staff and Program Highlights

Welcome Back Students: Students were welcomed back to Little Wolf Jr./Sr. High School with an assembly that introduced staff via a power point that included a picture from high school, where staff attended college, and their favorite quote! Staff selected their favorite song for a “walk-up” tune during the introduction.





Little Wolf Jr. Sr. High School Mission Statement: During the week of teacher in-service, time was designated for staff to identify their core values of the school. From there, staff collaboratively developed the first school mission statement seen below:

Our school, in collaboration with the community, is committed to focusing on high expectations, fostering individual academic excellence and creating a safe environment of respect and responsibility.

Positive Behavior Interventions and Supports (PBIS): Staff dedicated time during teacher in-service week to produce their classroom behavior matrices. New staff were indoctrinated to the behavior matrix for the school and taught reporting procedures for minor and major offenses. New rewards have been put in place for the year as well as quarterly rewards.

Each month, students will gather for a PBIS assembly. The purpose of each assembly will be to recognize students who demonstrate an identified area behavior for improvement. Students will be awarded tickets from staff when they are witnessed demonstrating the desired behavior. Students can place the ticket into reward bucket of their choice in the main office. A drawing at the assembly will determine the random prize winners. The focus for students this month is appropriate cell phone use.

Additionally, one high school and one jr. high student will also be recognized as "Student of the Month." Staff will vote on students that exemplify the monthly character trait. The trait for September is responsibility.

Response to Intervention (Rtl): Staff dedicated time to finalizing their focus of their Rtl groups for the first quarter. The staff also came up with Rtl Non-Negotiables seen below.

RtI is ...

(These are Non-Negotiable)

- * Academic in nature (NOT a study hall.)
- * Staff communicate with each other.
- * All staff, all students.
- * Bell to bell instruction.
- * **NO CELL PHONE USE!!**
- * No club or group meetings.
- * Project Based Learning.

KOBUSSEN BUSES LTD.

September 15, 2017

Subject: Transportation update, Sept. 2017

To: Manawa School District

We have completed our first eleven days of the school year. In speaking with Sherida, (Terminal Manager) she advised that all has been going well with no student/parent issues. She adds that the school bus drivers appear to be in good spirits. We have hired Greg Natzke as our full time on site mechanic. Greg has many years of mechanic/supervisory experience with his family business, (Larry Natzke Trucking) – Trucking that is focused on the dairy/ milk delivery industry.

Greg continues to make improvements to the current fleet of buses. Greg advised that all on bus video cameras and two radios were installed by the first day of school (Sept. 5th) and have been working properly.

Manawa bus magnets... two more magnets for the sides of the bus arrived this week. We still have 4 magnets on back order but should be arriving soon. All buses should have magnets on them at this time.

The school district has 19 activity trips scheduled for the month of September. Currently, 8 of the 19 trips have been completed.

Katie Sitter is nearing her completion of training for school bus driver. Katie is doing a very good job and is enthusiastic to learn. She will be a great addition to the bus garage.

Sherida is in the process of getting information to Dr. Oppor for the school district website under the Transportation section. Sherida will be submitting contact information for the bus garage as well as photographs for the website to be reviewed and possibly used.

We have a Kobussen Company pick up truck on site that is equipped with a two way radio. This truck is used by Mechanic, Greg Natzke to allow him to travel to any emergencies that should arise while having access to the radio to get up to date notifications.

We continue to make improvements in the garage/office. Many office supplies, furniture, grease boards, hot/cold water cooler, microwave, refrigerator and other necessities have been obtained and installed.

Please stop by the office at anytime to visit. The office is typically staffed Monday thru Friday between 6:30am to 5pm.

Respectfully Submitted,

Casey Fields
Regional Manager
Kobussen Buses LTD

W914 County Road CE • Kaukauna, WI 54130
Phone: 920-766-0606 / 920-538-1719
casey.fields@kobussen.com



To: Dr. Melanie J. Oppor, BOE
From: Danni Brauer
Date: September 14, 2017
Re: Special Ed/Curriculum Update

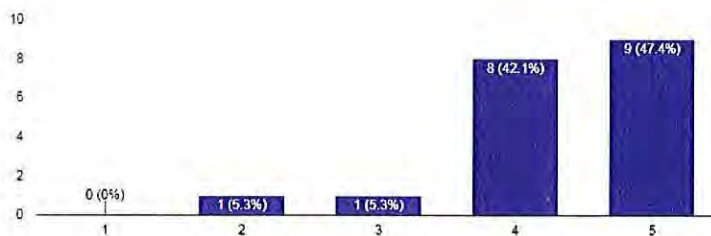
Special Education

- The special education team meet on August 23rd for our beginning of the year staff meeting. What an awesome way to kick off the school year. The teachers were very engaged and excited to get back at “it”. We identified our values, began to craft our department mission, used DPI resources (step checks) to review Individual Education Plans (IEPs) that were written last year, and planned for building in-services.
- Scheduling continues to be a struggle as we haven’t gotten building schedules as early as we like. I met with both principals to come up with a plan to be more efficient and to get all schedules done earlier.
- At the elementary school, I am continuing to work with teachers to go through the schedule and student IEPs to make sure all students are being properly serviced. We are looking at whether we need more help.
- On Thursday of the beginning of the year in-service day each building took 2 hours to give teachers time to meet regarding students with IEPs, 504s and EL plans. This was the first year we have done this. The reason for the change is that I got feedback from staff that they don’t have ample opportunity to meet with special education teachers regarding student IEPs prior to the school year starting. I attended both meetings and was very happy with what I saw. This being the first year, there were some glitches so I surveyed teachers in each building to get their perspective. Results were overwhelmingly positive. Some of the suggestions for improvement were: elementary - have scheduled times for grade levels to meet with special ed teachers and have clear expectations for the time teachers are not meeting with special ed, jr./sr. high – make sure special ed teachers have finalized schedules and maybe schedule 10-15 minutes per students. Below are the graphed results from the survey. A score of 1 was “not helpful” and a score of 5 was “very helpful.”

Little Wolf Jr./Sr. High

Please rate how helpful it was to have time scheduled for reviewing IEPs, 504s, EL, etc.

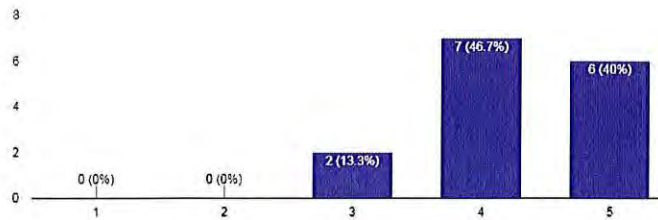
19 responses



Manawa Elementary School

Please rate how helpful it was to have time scheduled for reviewing IEPs, 504s, EL, etc.

15 responses



- Mr. Carson's class, with the help of Mrs. Bonikowski, is learning about Paleontology in science class. Students got to play Paleontologist. Students got to dig through molds, they made the day before, to discover what fossils they could find. You can see the student engagement in the pictures.



Curriculum

- I am sending the completed and vetted curriculum maps to the BOE Curriculum Committee prior to them receiving the agenda in order to give them ample time to review them. The curriculum committee is reviewing them to decide if they approve of the themes, units, and topics and the rigor associated with them. They are also ensuring that parents and community members will understand the language and vocabulary in them. When approved these maps will be put on the district website for the public.
- HS English curriculum maps for English 9, World History, American Lit and English 12 have been written, vetted by building English Dept. and Ms. Gast, Reading Specialist. This is the first batch of curriculum maps to be given to them.
- The kindergarten through sixth grade social studies curriculum maps will be vetted by a team of elementary teachers next week. They will look for vertical alignment and to be sure all standards are being met. Ms. Breaker, the seventh and eighth grade social studies teacher, will also vet the maps to ensure students are coming up to the junior high with the appropriate information.
- I received the following feedback regarding the curriculum writing process from Mr. Johnson at the elementary school: "First off, I wanted to say I am very surprised by the recent work I did. I am actually super excited to not teach from the book and I truly believe I have some good

stuff I found online that will help me teach the standards better than a book and with more excitement through projects, research, and activities in class.” This tells me that, though curriculum mapping may not be fun or an activity most teachers will choose to do, it is a valuable experience and the people who will benefit most are the students we educate.

Network Operations

Infrastructure Update: The Office Group completed their install last month. This included redundant virtual servers and a new storage device. We also have new switches to expand the network to accommodate the new engineering lab.

Account Automation: We are started down the path of account automation. This will streamline the process of maintaining student accounts.. Presently, we are able to create network accounts automatically.

Internet Bandwidth Upgrade: The internet is scheduled to be updated from 100MB/s to 1 GB/s. This is a 10x improvement. Our upgrade date is scheduled by WiscNet and is set for Sept. 28th.

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Minutes of the August 8, 2017 Finance Committee Meeting

Call to Order at 5:30 pm by Chair Pohl

Present: Pohl, J. Johnson, R. Johnson, Mrs. O'Brien, Dr. Oppor, and Stephanie Riske.

1. Capital Improvement Plan Motion by J. Johnson/R. Johnson to approve the School District of Manawa's 10-Year Capital Projects Plan as presented. Motion carried.
2. Resolution to Establish as Fund 46 Trust: Motion by J. Johnson/R. Johnson to approve a resolution creating a Long-Term Capital Improvement Trust Fund that segregates assets into a separate bank account for capital projects and follows the guidelines of board policy on investments.
3. 2017-18 Milk Contract: Motion by R. Johnson/J. Johnson to approve Englehardt Dairy contract as presented.
4. Support Staff Wage Model: Informational. Provided clarification as to intent of Board when passed CPI increase.
5. Preliminary 2017-18 Budget: Informational.
6. Kitchen Equipment Replacement: Informational.
7. 5cast Plus: Informational.
8. Energy Efficiency Bid Process: Informational.

Next Finance Committee Meeting Date: October 9, 2017 at 6:00 p.m.

Motion by: J. Johnson/R. Johnson to adjourn 6:46 p.m.

Joanne L. Johnson, Recorder

AGENDA
SCHOOL DISTRICT OF MANAWA
BUILDINGS & GROUNDS COMMITTEE MEETING

REVISED

Date: August 29, 2017

Time: Immediately Following
the Special BOE Mtg
which starts at 5:45 p.m.

REVISED

MES Board Room
800 Beech St., Manawa

Board Committee Members: R. Johnson (C), Scheller, Forbes *Bruce Scheller 6:14 P.M.*

In Attendance:

Timer: 5:50 PM Chair: Russ Johnson Recorder: Stan Forbes

1. Site Analysis & Feasibility Study (Information / Action)
 - a. 10 Year Maintenance Plan
 - b. Staff Tours
2. Update on Energy Efficiency Projects (Information / Action)
 - a. Bids
 - b. Timeline
3. SY1718 Maintenance Budget (Information / Action)
4. Update on 407 S. Bridge St. (Building owned by Masons) - Review Special Education Rental Property (Information / Action)
5. Football Field Update (Information/Action)
 - a. **Booster Club Trailer**
 - b. Bare Spots / Grass Seeding – TruGreen
 - c. Sideline Mats
 - d. Painting Machine
6. Set Next Meeting Date _____

1. Site Analysis & Feasibility Study Action ____ Table ____
 - a. 10 Year Maintenance Plan
 - b. Staff Tours

Elementary School options
All staff employee's will tour all schools

2. Update on Energy Efficiency Projects Action ____ Table ____
 - a. Bids
 - b. Timeline

Boiler & water heater, VAV boxes, Master Electric to bid on job

3. SY1718 Maintenance Budget Action ____ Table ____

Allant came to do general maintenance - to replace a meter next year
Kitchen problems to address

4. Update on 407 S. Bridge St. (Building owned by Masons) Special Education Rental Property Action ____ Table ____

Working on updating the building

5. Football Field Update Action ____ Table ____
a. Bare Spots / Grass Seeding - TruGreen
b. Sideline Mats
c. Painting Machine

Bare Spots To address by athletic director

Sideline Mats are here and will be installed

Painting machine will be the athletic directors care.

6. Set Next Meeting Date Oct. 3 6:00 PM)

Chair: Russ Johns
Signature

Date: ~~8/29/17~~ Time: 6:30 PM
8/29/17

**AGENDA
SCHOOL DISTRICT OF MANAWA
CURRICULUM COMMITTEE MEETING**

Date: September 7, 2017

Time: 6:00 p.m.

Place: Board Room, MES,
800 Beech Street, Manawa

Board Committee Members: Scheller (C), Pohl, Hollman

In Attendance:

Timer:

6:04 P.M. / 7:04 P.M.

Recorder:

Buss Hollman

1. Academic & Career Plan (ACP) (Information / Action)
2. CWC Handbook (Informational)
3. Technology Plan (Information / Action)
4. Next Meeting Date _____

1. Academic & Career Plan (ACP)

Action X Table _____

Reviewed the plan to be infused across the entire school
Parents are invited to participate w/ child. (Recommend total approval.)

2. CWC Handbook

Action X Table _____

Recommended we adopt this handbook to full board

3. Technology Plan

Action X Table _____

Recommend we present this to the full board for approval.

4. Next Meeting Date

~~Sept~~ Oct. 10 @ 6:00 P.M.

Chair:

Bruce D. Scheller
Signature

Date:

9-7-17

Time:

7:04

Manawa Technology Plan

2017-18



MANAWA
SCHOOLS

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Technology Integration

Goals

The School District of Manawa will work to better utilize the technology available. We need to document our tools and allow teachers to become more comfortable with technology.

Strategy

- Document technology tools on [the technology website](#) to serve as a resource.
- Discuss with each teacher how technology can be better used in their classrooms and set goals for incremental improvement.
- Provide weekly technology workshops on Thursday evenings.

Tools

These are the tool we want to focus on during the 2017-18 school year. Specific teachers may have other tools they choose to use. These seem to be pervasive around the district.

- G Suite Platform
 - Chromebooks
 - Classroom
 - Google drive
- GoGuardian
- Promethean & Sharp Aquos Board
- Bookshare Organization Account

T&L Computing Support

Goals

Create a system for organizing technology help desk incidents. Our goal is to respond to incidents within two working days. Most incidents should be resolved within three working days.

We collect massive amounts of data including grades, attendance, behavior, and assessment. We will provide better reporting tools to make data more available to educators.

Strategy

Technology Website

A site will serve as the technology intranet for Manawa staff. This will provide staff with a central location to find documentation.

Help Desk

We have rolled out a new help desk website to track and manage support incidents.

Remote Support

A remote support system allows us to immediately offer support to staff regardless of their location. The benefit is we are able to quickly address critical issues that may negatively affect the classroom experience.

Reporting Services

During the 2017-18 school year we will rollout a reporting service help staff better view student data.

Network Operations

Goals

We have three main goals for network operations. First we need to improve our disaster recovery strategy. Second, key hardware and software systems need a maintenance plan. Our network infrastructure needs to be thoroughly documented.

Strategy

Documentation

Detailed documentation of the network infrastructure is of critical importance. We will need several weeks to explore and document the existing systems. CESA Sean and OTG have been invaluable in getting us started. Documentation shall continue in [this Google document](#).

Anti-Virus Protection

We are presently using Avast antivirus software on student, staff, and lab windows computers. For a time they have provided their platform free to K12 education institutions. Avast ceased the free K12 program in the spring of 2017. To address our antivirus concerns we will switch to Microsoft antivirus packages.

Windows 7: [Security Essentials](#)

Windows 10: [Windows Defender](#)

At this time there is nothing for you to do about this change. You are still protected by Avast. Windows 10 comes pre-installed with Defender. Over time we will phase out Avast and replace it with the microsoft antivirus package.

Disaster Recovery

During the summer of 2017 we installed a new robust SAN appliance at the High School. This will greatly improve our redundancy. We also installed a NAS device in the Elementary School. The combination of these two devices will allow us to backup important systems at both sites.

Technology Replacement

Network switches require a scheduled replacement plan. Staff laptops are on a 3-4 year replacement cycle.

Administrative Computing

Goals

- Update district website to conform to ADA requirements.
- Automate student account creation where possible based on Skyward data.

Strategy

School Website

The district has entered into an agreement with CMS4Schools to design a custom design ManawaSchools.org. Our plan is to complete the website late October or early November.

Account Automation

Many of our systems allow for student and staff accounts to be automatically created. We will better leverage student data from Skyward to automate where possible.

Planning & Budgeting

Staff Devices

- Teacher Laptops: 3-4 year replacement cycle
- Office Staff Desktops: 4 year replacement cycle

Student Devices

- 6th Grade Chromebooks: 4-5 year replacement cycle. We should stagger the replacement of these devices to spread the cost over multiple years.
- 9th-12th Grade Chromebooks: Student will receive new devices in their 9th grade and use them through their senior year.
- Elementary Carts: 4-5 year replacement cycle. Like the 6th grade chromebooks we should aim to stagger the replacement cost over multiple years.
- Computer Labs:
 - Engineering lab: This lab has been configured to allow for upgrades. So, we should be able to use the equipment for 7-8 years. Due to the cost we may need to stagger device replacement.
 - Business Ed Lab: These devices should be on a 4-5 year replacement cycle.
 - Mac Lab: These devices need to be on a 6-7 year replacement cycle. 2 of the devices cannot be updated and are due to be replaced.

Infrastructure

- Switches: Every switch and server needs to have a replacement cycle.
- Server Operating Systems: Key servers are running outdated server operating systems. We need to upgrade from Windows Server 2008 to 2016 over the next two years.
- WiFi Access Points: Access points will need to be upgraded at some point. We need to have a plan for when that will occur.
- Where possible we need to stagger expensive costs across multiple years.

Long-Term Maintenance Items

School District of Manawa

Manawa, Wisconsin

September 5, 2017



Draft

MANAWA ELEMENTARY SCHOOL			
ITEM	TOTAL	PRIORITY	TIMEFRAME
The two existing domestic gas-fired water heaters 120 MBH and storage tank should be replaced immediately upon receipt of available funding for equipment replacement. The water heaters are beyond repair. The recirculation pumps should be replaced with the water heater replacement.	\$0	Immediate	Being completed
Replace existing two hot water boilers 2,000 MBH with high efficiency condensing boilers (minimum of three) sized at 40% capacity. The existing boilers are at the end of their useful life. One of two boilers is not functioning while the other has difficulty staying on.	\$0	Immediate	Being completed
Restore rated doors to original function by reconnecting door closers and removing door stops.	\$2,200	Immediate	0 to 1
Install detectable warning for AED cabinet.	\$420	Immediate	0 to 1
Relocate functions taking place in storage room or provide fresh air supply to the room per code requirements.	\$0	Immediate	0 to 1
Reconfigure main entry for secure entry.	\$375,600	Immediate	0 to 1
Install missing gutter.	\$0	Immediate	0 to 1
Paint exterior doors which are only primed.	\$700	Immediate	0 to 1
Fire alarm visual and audible coverages.	\$30,995	Immediate	0 to 1
Rework MES site at main parking lot to improve site circulation safety, replace poor asphalt, and add loop route around the school. The revisions will allow the separation of parent drop-off from bus drop-off.	\$902,685	Immediate	1 to 5
Provide additional hard surface play area at MES.	\$270,900	Immediate	1 to 5
Replace carpet.	\$162,073	Immediate	1 to 5
Repair damaged drywall.	\$3,100	Immediate	1 to 5
Install magnetic door holders for classroom wing doors to allow better access control.	\$7,600	Immediate	1 to 5
Replace deteriorated or missing sealant.	\$6,100	Immediate	1 to 5
Replace windows.	\$158,100	Immediate	1 to 5
Replace existing generator and relocate away from building switchboard.	\$120,400	Immediate	1 to 5
Emergency and standby power are not segregated.	\$15,100	Immediate	1 to 5
Add surge suppression to emergency system.	\$15,100	Immediate	1 to 5
Replace the fire alarm system entirely with a new system that is speaker based and provide full intelligibility.	\$161,073	Immediate	1 to 5
Replace air handling unit (AHU-7) indoor fan coil unit, DX condensing unit and associated duct electric coils.	\$225,700	Immediate	1 to 5

Long-Term Maintenance Items

School District of Manawa

Manawa, Wisconsin

September 5, 2017



Draft

MANAWA ELEMENTARY SCHOOL				TOTAL	\$6,953,726		
ITEM	TOTAL	PRIORITY	TIMEFRAME				
The existing door grilles installed at each room allow AHU system return air to flow into the path of the egress corridor for collection at a central location. Present day code does not allow this as an acceptable basis of design.	\$695,290	Immediate	5 to 10				
Rework site at MES main building entry to incorporate walkway edge protection landscaping, new benches or seating areas and bicycle rack locations.	\$61,000	Long-Term	5 to 10				
Remove or relocate all vegetation adjacent to building structures.	\$1,800	Long-Term	5 to 10				
Due to the integral function of the art room sinks, a more accessible roll-under sink should be installed.	\$1,500	Long-Term	5 to 10				
Install drywall expansion joints at manufacture recommended intervals.	\$5,100	Long-Term	5 to 10				
Reconfigure kitchen serving line to be age appropriate.	\$65,000	Long-Term	5 to 10				
Replace classroom door hardware for better security options.	\$14,700	Long-Term	5 to 10				
Replace EPDM membrane roof original to building.	\$1,137,200	Long-Term	5 to 10				
Provide increased lighting controls in classrooms, library and office areas to allow occupants to reduce lighting levels depending on tasks being performed.	\$222,625	Long-Term	5 to 10				
Replace all receptacles and switches that are older than 10 years.	\$8,600	Long-Term	5 to 10				
Add receptacles in classroom and offices that lack adequate number of receptacles.	\$338,000	Long-Term	5 to 10				
Replace the existing clock system with wireless GPS technology type system.	\$14,058	Long-Term	5 to 10				
Replace existing public address system with new.	\$55,731	Long-Term	5 to 10				
Consider replacement of existing phone system to VoIP.	\$139,178	Long-Term	5 to 10				
Use lighting occupancy sensors to control HVAC air terminal setpoints for unoccupied/occupied conditions.	\$32,500	Long-Term	5 to 10				
Replace the hot water primary and secondary circulating pumps. The secondary circulating pumps could be replaced with variable speed pumps with VFD drives and piping loop differential pressure sensors.	\$32,500	Long-Term	5 to 10				
Replace the chilled water primary and secondary circulating pumps. The secondary circulating pumps could be replaced with variable speed pumps with VFD drives and piping loop differential pressure sensors.	\$32,500	Long-Term	5 to 10				

Long-Term Maintenance Items
 School District of Manawa
 Manawa, Wisconsin
 September 5, 2017



Draft

MANAWA ELEMENTARY SCHOOL	TOTAL	\$6,953,726		
ITEM	TOTAL	PRIORITY	TIMEFRAME	
Consider replacement of (16) exhaust fans with direct drive with ECM motor as a part of facility improvement measure for increased efficiency and reduced maintenance costs.	\$13,100	Long-Term	5 to 10	
Consider adding occupancy sensors within all corridors, classrooms, library, offices, and storage rooms for automatic shutoff of the lighting when spaces are not occupied.	\$29,400	Long-Term	5 to 10	
Replace exterior metal halide fixtures with more energy efficient LED type fixtures. It's recommended that new fixtures be dark sky compliant to reduce the existing light pollution in the sky, and also ensure that light energy reaches the intended surfaces and is not wasted.	\$32,500	Long-Term	5 to 10	
The building temperature controls should be upgraded to Direct Digital Control (DDC) as part of any future building renovation or upgrade. The current DDC system with electronic control is over 20 years old, which exceeds its expected life span and calibration.	\$268,100	Long-Term	5 to 10	
Replace chiller	\$438,700	Long-Term	5 to 10	
Upgrade lighting	\$292,500	Long-Term	5 to 10	
Enclose dumpsters at MES in a location accessible to both the building and refuse vehicles.	\$18,700	Long-Term	10 to 20	
Continue to monitor structure for any movement. Seal and protect any movement and cracking as it occurs.	\$3,800	Long-Term	10 to 20	
Relocate remaining science equipment.	\$5,800	Long-Term	10 to 20	
Remodel and update collaboration areas in classroom wings to be more appropriate personalized or flexible learning spaces.	\$233,200	Long-Term	10 to 20	
Provide sound absorption and treatment in collaboration areas, library and commons to reduce noise levels.	\$37,300	Long-Term	10 to 20	
Extend partition walls up to deck to reduce sound transmission between rooms.	\$167,900	Long-Term	10 to 20	
Continue to monitor and replace sealant as necessary.	\$3,000	Long-Term	10 to 20	
Continue to replace hollow metal doors and frames as they deteriorate. Consider a fiberglass door with aluminum frame which is a more expensive option that will be more durable than hollow metal.	\$18,700	Long-Term	10 to 20	
Consider removal of unused phone system equipment.	\$1,100	Long-Term	10 to 20	

MANAWA ELEMENTARY SCHOOL			
ITEM	TOTAL	PRIORITY	TIMEFRAME
Implement control strategy for duct static pressure reset in polling VAV air terminals and optimizing the fan energy use.	\$28,100	Long-Term	10 to 20
Implement demand ventilation controls for control strategy that varies the amount of ventilation outside air delivered to a space based on input from a single carbon dioxide (CO2) sensor or group of sensors, which is representative of the quantity of occupants within the space.	\$46,700	Long-Term	10 to 20

TOTALS		TOTAL	\$6,953,726
YEAR 0 TO 1	TOTAL		\$409,915
YEAR 1 TO 5	TOTAL		\$2,047,930
YEAR 5 TO 10	TOTAL		\$3,931,582
YEAR 10 TO 20	TOTAL		\$564,300

LITTLE WOLF JUNIOR / SENIOR HIGH SCHOOL			
ITEM	TOTAL	PRIORITY	TIMEFRAME
Replace main entrance doors.	\$0	Immediate	Being completed
Restore rated doors to original function by reconnecting door closers and removing door stops.	\$1,900	Immediate	0 to 1
Remove items stored in front of electrical panels.	\$0	Immediate	0 to 1
Do not park any vehicles in garage adjacent to the kitchen.	\$0	Immediate	0 to 1
Restore proper door and hardware removed from openings in technical education shops to address rating requirements.	\$21,800	Immediate	0 to 1
Remove plywood and storage from ceiling trusses in agricultural shop storage room.	\$0	Immediate	0 to 1
Do not use rolling expanding gates.	\$0	Immediate	0 to 1
Install detectable warning for AED cabinet and drinking fountains.	\$420	Immediate	0 to 1
Remove wood shelving from kitchen. Replace with stainless steel options.	\$900	Immediate	0 to 1
Replace asphalt shingle roofs with new shingle or standing seam metal roofs.	\$79,400	Immediate	0 to 1
Remove vegetation from roof and from overhanging roof.	\$5,900	Immediate	0 to 1
Attach roof ladder to wall at commons roof.	\$700	Immediate	0 to 1
Fire alarm pullstations at 60" above finished floor.	\$30,500	Immediate	0 to 1
The two existing domestic gas-fired water heaters 670 MBH and storage tank should be replace immediately upon available funding for equipment replacement. Water heaters have been serviced over the years and are beyond repairs. The recirculation pumps should be replaced with the water heater replacement.	\$101,200	Immediate	0 to 1
Undertake comprehensive analysis of soil and subsurface conditions of the football field and track including extensive soil borings and geotechnical analysis. Improve soil structure, improve drainage and reconstruct these areas as required to insure safe student participation in activities on these facilities.	\$30,100	Immediate	1 to 5
To maintain integrity and weather tightness of exterior wall structure, install vertical expansion joints in all masonry veneer per industry standard recommendations for location, frequency and sealants. When joints are installed on upper walls of commons, evaluate and repair bowing masonry wall as required.	\$9,200	Immediate	1 to 5
Replace carpet.	\$29,150	Immediate	1 to 5

Long-Term Maintenance Items

School District of Manawa

Manawa, Wisconsin

September 5, 2017



Draft

LITTLE WOLF JUNIOR / SENIOR HIGH SCHOOL

TOTAL \$10,522,058

ITEM	TOTAL	PRIORITY	TIMEFRAME
Abate and replace VAT.	\$177,600	Immediate	1 to 5
Replace ACT.	\$85,400	Immediate	1 to 5
Reconfigure main entry for secure entry.	\$376,200	Immediate	1 to 5
Replace classroom science lab and classroom casework. Install proper casework and equipment for junior high science.	\$270,900	Immediate	1 to 5
Replace 1995 ballasted EPDM roof.	\$278,400	Immediate	1 to 5
Tuckpoint masonry.	\$97,900	Immediate	1 to 5
Replace deteriorated or missing sealant.	\$15,100	Immediate	1 to 5
Replace failing windows.	\$78,300	Immediate	1 to 5
Service Entrance Conductors within the building exceed 8' in length.	\$30,100	Immediate	1 to 5
Emergency and standby power are not segregated.	\$15,100	Immediate	1 to 5
Add surge suppression to emergency system.	\$15,100	Immediate	1 to 5
Replace the fire alarm system entirely with a new system that is speaker based and provide full intelligibility.	\$175,576	Immediate	1 to 5
Fire alarm visual and audible coverages.	\$35,215	Immediate	1 to 5
The building temperature controls should be upgraded to Direct Digital Control (DDC) as part of any future building renovation or upgrade. The current Johnston Controls DDC system with electronic control is over 22 years old, which exceeds its expected life span and calibration.	\$280,822	Immediate	1 to 5
Replace existing distribution transformers with new transformers meeting the DOE 2016 Federal mandate. Exact savings for this depends on existing transformer age and size. However, efficiency savings will range from 0.4% to 1.5%.	\$15,100	Immediate	1 to 5
At LWJSHS, reconfigure and replace the front steps. Consider installing handicap access ramps to allow main entry to be accessible.	\$162,500	Long-Term	5 to 10
Replace asphalt paving at LWJSHS including any regrading necessary to adjust site drainage and handicap accessible route.	\$369,700	Long-Term	5 to 10
Continue to monitor structure for any movement. Seal and protect any movement and cracking as it occurs.	\$16,300	Long-Term	5 to 10
Address tiered seating in chorus and band rooms to create accessible spaces.	\$97,500	Long-Term	5 to 10
Install drywall expansion joints at manufacture recommended intervals.	\$2,100	Long-Term	5 to 10

Long-Term Maintenance Items
 School District of Manawa
 Manawa, Wisconsin
 September 5, 2017



Draft

LITTLE WOLF JUNIOR / SENIOR HIGH SCHOOL				TOTAL	\$10,522,058		
ITEM	TOTAL	PRIORITY	TIMEFRAME				
Replace classroom door hardware for better security options.	\$17,800	Long-Term	5 to 10				
Make football field concessions stand counter height accessible.	\$6,600	Long-Term	5 to 10				
Install electronic door strikes at card reader locations to eliminate power transfer cable.	\$6,600	Long-Term	5 to 10				
Consider relocating locker rooms, wrestling room and fitness/weight room.	\$1,520,700	Long-Term	5 to 10				
Relocate the training room to provide equal access to all users.	\$117,100	Long-Term	5 to 10				
Consider options for integrating personalized and flexible learning spaces.	\$909,800	Long-Term	5 to 10				
Replace dust collection system.	\$8,200	Long-Term	5 to 10				
Replace roof over office/classroom/kitchen areas.	\$1,208,800	Long-Term	5 to 10				
Add surge suppression at service entrance switchboard.	\$16,300	Long-Term	5 to 10				
Replace panelboards that are original to the building.	\$81,300	Long-Term	5 to 10				
Arc flash study and labeling required.	\$16,300	Long-Term	5 to 10				
Replace all receptacles and switches that are older than 10 years.	\$11,300	Long-Term	5 to 10				
Provide increased lighting controls in classrooms, library and office areas to allow occupants to reduce lighting levels depending on tasks being performed.	\$242,618	Long-Term	5 to 10				
Add receptacles in classroom and offices that lack adequate number of receptacles.	\$15,326	Long-Term	5 to 10				
Replace the existing clock system with wireless GPS technology type system.	\$15,326	Long-Term	5 to 10				
Replace existing public address system with new.	\$60,804	Long-Term	5 to 10				
For existing indoor AHU-1 & 2, use lighting occupancy sensors to control HVAC air terminal setpoints for unoccupied/occupied conditions.	\$24,500	Long-Term	5 to 10				
For existing indoor AHU-1 & 2, implement demand ventilation controls for control strategy that varies the amount of ventilation outside air delivered to a space based on input from a single carbon dioxide (CO2) sensor or group of sensors, which is representative of the quantity of occupants within the space.	\$24,500	Long-Term	5 to 10				
Consider replacement of (3) exhaust fans for the shop areas.	\$2,700	Long-Term	5 to 10				

LITTLE WOLF JUNIOR / SENIOR HIGH SCHOOL		TOTAL	\$10,522,058		
ITEM	TOTAL	PRIORITY	TIMEFRAME		
Consider replacement of (9) outdoor power roof ventilators (PRV) and seven (7) sidewall exhausters with direct drive with ECM motor as a part of facility improvement measure for increased efficiency and reduced maintenance costs.	\$13,100	Long-Term	5 to 10		
Replace the hot water primary and secondary circulating pumps. The secondary circulating pumps could be replaced with variable speed pumps with VFD drives and piping loop differential pressure sensors.	\$32,500	Long-Term	5 to 10		
Provide occupancy sensors within all corridors, classrooms, library, shop areas, offices, storage rooms and restrooms for automatic shutoff of the lighting when spaces are not occupied. This will result in significant energy savings as well as bring the lighting controls up to compliance with current energy code (2009 IECC).	\$42,400	Long-Term	5 to 10		
Replace exterior metal halide fixtures with more energy efficient LED type fixtures. It's recommended that new fixtures be dark sky compliant to reduce the existing light pollution in the sky, and also ensure that light energy reaches the intended surfaces and is not wasted.	\$32,500	Long-Term	5 to 10		
Replace doors which are shorter than code allows.	\$99,600	Long-Term	5 to 10		
Provide accessible and code compliant stairways to the basement.	\$649,800	Long-Term	5 to 10		
Provide accessible path to stage.	\$48,800	Long-Term	5 to 10		
Remove or relocate all vegetation adjacent to building structures.	\$7,500	Long-Term	10 to 20		
Update performing arts spaces including sound and lighting systems or consider providing new performing arts space.	\$1,883,200	Long-Term	10 to 20		
Continue to monitor and replace sealant as necessary.	\$15,000	Long-Term	10 to 20		
Replace hollow metal doors and frames as they deteriorate. Consider a fiberglass door with aluminum frame which is a more expensive option that will be more durable than hollow metal.	\$134,300	Long-Term	10 to 20		
For existing indoor AHU-1 & 2, implement control strategy for duct static pressure reset in polling VAV air terminals and optimizing the fan energy use.	\$37,300	Long-Term	10 to 20		
Provide accessible and proper number of toilet fixtures per the requirements dictated by the capacity of the gymnasium and commons.	\$111,900	Long-Term	10 to 20		

LITTLE WOLF JUNIOR / SENIOR HIGH SCHOOL		TOTAL	\$10,522,058		
ITEM	TOTAL	PRIORITY	TIMEFRAME		
Provide elevator to basement level spaces.	\$201,500	Long-Term	10 to 20		

TOTALS		TOTAL	\$10,522,058		
YEAR 0 TO 1	TOTAL				\$242,720
YEAR 1 TO 5	TOTAL				\$2,015,264
YEAR 5 TO 10	TOTAL				\$5,873,374
YEAR 10 TO 20	TOTAL				\$2,390,700

**SCHOOL DISTRICT OF MANAWA
BOARD OF EDUCATION MEETING
TOPIC SUMMARY SHEET**

MEETING DATE: September 12, 2017

TOPIC: Adoption and Approval of Fund 46 – Long Term Capital Improvement Fund

BUDGET/FISCAL IMPACT: None at this time

POLICY IMPACT: None

AGENDA CATEGORY:

- Unfinished Business
- New Business
- Closed Session
- Discuss in Closed Session and Approve in Open Session

PROPOSED MOTION:

Motion to approve the School District of Manawa's 10-Year Capital Projects Plan as presented.

Motion to approve a resolution creating a Long-Term Capital Improvement Trust Fund that segregates assets into a separate bank account for capital projects and follows the guidelines of School District of Manawa policy.

RATIONALE: In April 2014, Wisconsin State Statute 120.137 (Act 336) was approved for use by school boards for long-term capital improvements. DPI has termed this option as "**Long Term Capital Improvement Trust Fund.**"

The creation of this statute and fund allows for school districts to begin "saving" for capital projects on its capital projects plan. The funds cannot be used until five years after the adoption by the Board. Funds can only be used on items that are a part of the capital projects plan

There is no downside to approving this resolution. We do not need to make a contribution to this fund unless there are funds available. This would be approved with a budget amendment or the budget adopted by the BOE.

This can be a powerful way to show our community that we are planning for future capital expenditures and we will not be negatively affected by doing so. The challenge will be having the available funding to do so.

The capital projects committee supports moving forward for full approval and it is my recommendation to approve this fund and the motions above.

CONTACT:

Carmen O'Brien

PHONE:

(920) 596-5332

E-MAIL:

cobrien@manawaschools.org



Since 1928

The Tradition Continues . . .



Corporate Office
601 Blackhawk Drive
P.O. Box 740
Burlington, WI 53105
Tel 262-539-3100
Fax 262-539-3101

Wausau Office
815 South 24th Avenue
Suite 100
Wausau, WI 54401
Tel 715-804-0830
Fax 715-804-0831

9/13/17

To: Dr. Oppor & the Manawa School Board

From: Cory Holzhauer
Scherrer Construction

Subject: Manawa School District EE Improvements

Dear Dr. Oppor and School Board Members,

Proposals were received for Bid Package #1 of the Manawa School District EE Improvements projects on Wednesday, September 6th, 2017.

Scherrer Construction recommends to the Manawa School District that contracts be awarded to the following contractors:

Mechanical:

- Best Mechanical Services in the amount of \$379,000

Electrical:

- Master Electrical Services in the amount of \$21,000

Automatic Temperature Controls:

- Masters Building Solutions in the amount of \$85,150

The overall Bid Package #1 project cost is \$438,246 below the original estimated projects budget of \$1,057,700. This results in an updated total project contingency to date of \$571,746. The breakdown of the various project item budgets and associated calculations are attached for your reference.

We are looking forward to the successful completion of the project.

Please contact me at either cholzhauer@scherrerconstruction.com or 262-206-8517 with any questions.

Thank you,

Cory Holzhauer
Scherrer Construction

Attachments: Budget Tracking Spreadsheet dated 9/12/17 & Bid Package #1 Bid Tabulation
CC: Ike McWaters, Todd Richter - Nexus Solutions



**Manawa School District
2017/2018 Budget Tracking
September 13, 2017**



		Budgeted Amount	Bid Amount	Under/(Over) Budget
1	Bid Package #1			
2	ES-ES-4 Boiler Replacement	\$ 358,154	\$ 215,730	\$ 142,424
3	ES-ES-5 Water Heater Replacement	\$ 53,261	\$ 48,750	\$ 4,511
4	HS-DM-5 Main Entrance Storefront Replacement	\$ 182,066	\$ 62,377	\$ 119,689
5	ES-ES-6 Chiller Replacement	\$ 298,914	\$ 172,622	\$ 126,292
6	ES-ES-2c VAV/Control Replacement	\$ 165,305	\$ 119,975	\$ 45,330
8	Subtotal	\$ 1,057,700	\$ 619,454	\$ 438,246
9	Bid Package #TBD			
10	ES-DM-5 Elementary Secure Entrance	\$ 277,628		
11	ES-DM-4 Elementary Window Replacement	\$ 114,924		
12	ES-L-1b Elementary Interior LED Lighting Upgrade	\$ 203,067		
13	ES-L-2 Elementary Exterior LED Upgrade	\$ 7,053		
14	HS-L-2 High School Exterior LED Upgrade	\$ 7,198		
16	Subtotal	\$ 609,870	\$ -	\$ -
19	Other Project Costs			
20	Nexus Fees	\$ 335,586	\$ 335,586	\$ -
21	Design Services	\$ 108,064	\$ 108,064	\$ -
22	Contingency	\$ 133,500	\$ 571,746	\$ (438,246)
23	Subtotal	\$ 577,150	\$ 1,015,396	\$ (438,246)
24	Totals	\$ 2,244,720	\$ 2,244,720	\$ -

Bid Tabulation Results (Bid Package #1)

BIM #	Description	Bid Tabulation				
		Mechanical			Electrical	Controls
		Best Mech.	Tweet Garot	WMS	Master Elec.	Masters B.S.
ES-ES-4	Boiler Replacement	\$ 164,283.00	\$ 181,267.00	\$ 197,500.00	\$ 8,516.00	\$ 16,500.00
ES-ES-5	Water Heater Replacement	\$ 29,000.00	\$ 35,541.00	\$ 30,900.00	\$ 5,280.00	\$ 7,750.00
ES-ES-6	Chiller Replacement	\$ 131,200.00	\$ 142,105.00	\$ 166,000.00	\$ 7,204.00	\$ 12,900.00
ES-ES-2c	VAV/Control Replacement	\$ 54,517.00	\$ 71,220.00	\$ 59,250.00	\$ -	\$ 48,000.00
Overall Totals:		\$ 379,000.00	\$ 430,133.00	\$ 453,650.00	\$ 21,000.00	\$ 85,150.00

August 27, 2017

To whom it may concern,

I had sent out three bids to Milk Suppliers: Dean Foods, Kemps, as well as Engelhardt Dairy. I did not receive a response from Kemps. Deans Foods responded, as they are not currently accepting bids for our area. I have enclosed the bid we received from Engelhardt Dairy. This is the vendor we used last year, we were very happy with the services they provided and the pricing is in comparison to last years. It is my recommendation we proceed this school year with Engelhardt Dairy.



ENGELHARDT DAIRY

of Wisconsin

SCHOOL MILK PROPOSAL

YEAR 2017-2018

Date: August 22, 2017
Attn: MANAWA: Brenda Suehs
Email: bsuehs@manawa.k12.wi.us

We are pleased to quote the following dairy prices for the upcoming school year.

<u>Product</u>	<u>Price</u>
1% White Milk Half-Pint Eco	.203
Skim Milk Half-Pint Eco	.189
Chocolate Skim Milk Half-Pint Eco	.211
5# Lt Sour Cream	5.576
5# Yogurt (plain and vanilla)	5.267
4% Vanilla soft serve 2.5 gal	15.68

For the upcoming 2017-2018 school year we are green! You will no longer get a credit memo for changes made to the invoice. Instead we will be changing the original invoice to match what was delivered or spoiled. If this is an issue please indicate in your bid response.

With your bid response please provide an email address for daily adjusted invoices, monthly statements, price changes, or any other updates we may have for you. Thank you for the opportunity to bid your school.

Terms: Net 30 days of Invoice Date

No credit for returns over holidays and end of the year, which means no end of the year pick ups.

We are bidding only RBGH free milk. Our Chocolate milk will be sugar sweetened and not contain high fructose corn syrup.

Sincerely,

Guy Engelhardt
President

PO Box 430 Kewaskum, WI 53040 (800) 540-4129



ENGELHARDT DAIRY
of Wisconsin
SCHOOL MILK PROPOSAL
YEAR 2017-2018

Date: August 22, 2017
Attn: **MANAWA: Brenda Suehs**
Email: bsuehs@manawa.k12.wi.us

We are pleased to quote the following dairy prices for the upcoming school year.

<u>Product</u>	<u>Price</u>
Bulk ice cream sandwich (24ct)	8.16
4oz Raspberry Sher cups	6.97
Bulk fudge bars (24ct)	7.20
Orange Cream Bar	7.20
5# Grated parmesan	2.93
Eggs Large packaged	.940
Bulk malt cups (12ct)	7.68

For the upcoming 2017-2018 school year we are green! You will no longer get a credit memo for changes made to the invoice. Instead we will be changing the original invoice to match what was delivered or spoiled. If this is an issue please indicate in your bid response.

With your bid response please provide an email address for daily adjusted invoices, monthly statements, price changes, or any other updates we may have for you. Thank you for the opportunity to bid your school.

Terms: Net 30 days of Invoice Date

No credit for returns over holidays and end of the year, which means no end of the year pick ups.

We are bidding only RBGH free milk. Our Chocolate milk will be sugar sweetened and not contain high fructose corn syrup.

Sincerely,

Guy Engelhardt
President

PO Box 430 Kewaskum, WI 53040 (800) 540-4129



**WISCONSIN
AUGUST 2017
ESCALATOR CLAUSE**

It is hereby understood that the prices quoted are based on the Total Class I price (3.5%) listed below per hundredweight to include premiums established for the stated month, under the terms of the Central Milk Producers Co-op Western Order #30.

Class I **22.240**

Components of this price include:

Class I Skim Price:	12.07 (per cwt.)
Class I Butterfat Price:	3.0194 (per lb.)

ESCALATOR CLAUSE

If the Class I price is increased or decreased, for each \$.01 per hundredweight decrease or increase, the quotation on:

Half-pint fluid milk will decrease or increase \$.000054 per ½ pint

If the butterfat differential is increased or decreased, for each \$.001 increase or decrease, the quotation on a half-pint will follow this formula:

Whole Milk	-\$ 0.000014 per 1/2 pint
2% Milk	-\$ 0.000081 per 1/2 pint
1% Milk	-\$ 0.000138 per 1/2 pint
Skim Milk	-\$ 0.000188 per 1/2 pint



ENGELHARDT DAIRY

of Wisconsin

Please return this form to: Engelhardt Dairy of Wisconsin
PO Box 430
Kewaskum, WI 53040
Or Fax to: 1-262-626-4113

Name of School: _____

Engelhardt Bid Accepted: Yes ___ No ___

School Starting Date: _____

Contact Person: _____

Billing Address: _____

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

Dairy: _____

Homogenized:	_____
2%	_____
Skim NF Chocolate	_____
Chocolate 1%	_____
Skim	_____
1%	_____
Orange Drink/Juice	_____

P.O. BOX 430 KEWASKUM, WI 53040 (800) 540-4129

Memo

To: Dr. Melanie Oppor
From: Michelle Pukita and Dan Wolfgram
Date: September 15, 2017
Re: Recommendation for Staff/Program Change

Proposal: This memo is to propose a late developing staff and program change for the Manawa Elementary School recess staff and Little Wolf Jr./Sr. High School At-Risk paraprofessional position for the 2017-2018 school year.

Recess Rational: Due to the higher needs of the kindergarten and first grade students, 3 special education para-professionals are needed to be one-on-one with 3 students during lunch and recess time. A 4th special education para is needed to be one-on-one with a 1st grade student. This leaves the library para-professional to consistently cover recess duties. As the Building Consultant Team has been analyzing the spring academic data from the 2016-2017 school year, more students will be needing Tier 2 and Tier 3 support, pulling the interventionist from recess duty.

The following table breaks down the times of the recess, the numbers of students participating at recess, staff members currently covering recess, and the number of staff to supervise recess.

Grade Level Participating in Recess and the Number of Students at Recess	Recess Time	Number of Staff Currently Supervising Recess	Number of Staff Needed to Supervise Recess
K (45 Students) 7 of these 45 students are in special education. 3 are receiving 1-on-1 support all day by either a special education teacher, or paras.	10:15-10:45 10:30-10:45 K & 1 st are out together	1 (Interventionist) (3 paras are rotating outside to supervise 1-on-1 students with high needs)	1-2 (If I have 1 supervisor, the supervisor would have a walkie talkie to communicate to the office if a student was injured and assistance was needed.)
1 st (34 Students) One student has high needs, receiving 1-	10:30-11:00	Beginning at 10:50 1 (Library para)	1-2 If I have 1 supervisor, the

on-1 support all day be either a special education teacher or para. 5 of these 34 students become over stimulated when in large groups, leading to poor choices.		(1 special education para is 1-on-1 with a student and goes inside at 10:50)	supervisor would have a walkie talkie to communicate to the office if a student was injured and assistance was needed.)
2 nd & 3 rd (87 Students)	11:00-11:30	(Library para & Special Education Secretary)	2
4 th , 5 th , & 6 th (134 Students)	12:00-12:30	2 (Library para and Special Ed Secretary)	2

K & 1 recess schedules will be moved to 11:30-12:30. By doing this, 2 people can supervise recess from 11:05-12:35.

At-Risk Paraprofessional Rationale: Principal Wolfgram was approached by the current At-Risk paraprofessional to consider a flexible schedule so she could participate in a job share.

In an attempt to meet the needs of this request, Principal Wolfgram consulted with the Program Coordinator of the Phoenix Program to ensure that a reduction in time would not compromise the quality of the program, and that student needs would continue to be met.

After analysis of current student schedules, and consultation with the Phoenix Program Coordinator, it has been determined that a reduction in the number of days for paraprofessional support in the classroom to three days a week, at three hours per day will not jeopardize the student needs. The current paraprofessional was consulted and in full agreement with the proposal.

A time study will be conducted during the first semester and a recommendation for 2018-2019 will be forthcoming. All students in the program will continue to receive instruction from the Phoenix Program Coordinator daily.

Proposed changes:

The following table on the next page breaks down the financial implications to the School District of Manawa:

➤ **Cost/Implications:**

Positions	Current Cost per Hour/ Cost per Week	Cost Implication (Savings or Incurred Cost)
At-Risk Paraprofessional	\$15.51 per hour \$93.06 per week (Currently working 15 hours per week)	Cost Savings: By reducing the para's hours from 15 hours per week (3 hours per day, 5 days per week) to 9 hours per week (3.0 hours per day, 3 days per week) is a cost savings of \$93.06 per week.
Recess Supervisor (Instructional Paraprofessional is the category this would go under)	\$0.00 as this position would be added for the 2017 – 2018 school year	\$ 13.21 per hour \$82.56 per week (Working 1.25 hours per week) Even though this is an incurred cost to the district, the cost savings from reducing the At-Risk Paraprofessional hours would be a total of \$10.49 per week.

- **Staffed By:** Skyler Liebzeit, who currently is the Activities Director, would become the additional recess supervisor. His strengths would be a great asset in designing games for the students to play. He would also design stations for students to rotate through so all students are actively engaged during this time.