



# Taking Care of Business

*"By the end of the decade, the Wisconsin Association of School Business Officials shall be the most influential organization on significant Wisconsin school business management issues."*  
WASBO Vision

A Bi-Monthly Publication of the Wisconsin Association of School Business Officials - Volume 11, Number 5 - October 2007

## WASBO Member Spotlight A New Feature



**Bonnie Stegmann**  
Business Manager  
Ashland School District



**Jim Cavaiuolo**  
Director of Food Service &  
Transportation  
Sparta Area School District



During the summer, if you are looking for Bonnie, you will probably have to look somewhere on Lake Superior, taking trips with her family to the Apostle Islands on their boat or you will find them at their cabin on Lake Superior. Bonnie balances her career with caring for her family. She is married to Scott, Manager of the Ashland City Marina. They have two children, Samantha age 7 and Braden age 4.

Bonnie was born and raised in Madison, graduated from UW-Madison, and started her career with the Wisconsin Department of Transportation. She decided to go back to school at the suggestion of her father, Howard Sampson, and became a certified business manager, studying at UW-Madison under Lloyd Frohreich and interning at the Madison Metropolitan School District. She began her career as the School Business Manager at Westfield and is now in her 10<sup>th</sup> year at the Ashland School District.

In Ashland, which has declining enrollment, Bonnie sees her challenge as continuing to offer high level opportunities to children, in spite of tighter budgets. "Our children today deserve the same quality programs that we provided to children 5 and 10 years ago," states Bonnie.

Bonnie was influential in building a new District Office. The Ashland School District rented dilapidated space from the city for their office needs. Bonnie developed and implemented a plan to provide new office and community meeting space, owned by the District, at the same cost as the rent charged by the city.

Usually we see Jim at the Spring Conference attending to the WASBO members' needs. He is responsible for all food and beverages at the conference. Jim is also the chief negotiator in preparing for our Spring Conference.

Jim is modest about his background. He is a gourmet chef and graduate of the Culinary Institute of America, Yale University Campus, New Haven, Connecticut. Jim was born and raised in Connecticut. He was also raised in the restaurant business, helping his father run his restaurant until 1974 when his family, wife Sue, and daughter Angela, moved to Daytona Beach, Florida where he managed the banquet services in that area for the Holiday Inns. After seven years in Daytona Beach, his family moved to La Crosse, Wisconsin in 1978 where he owned and operated Sabatino's Restaurant, a 24-hour restaurant in La Crescent, Minnesota for 17 years.

In 1990, Sparta Area Schools hired Jim to be their Food Service and Transportation Director. Jim was to address the challenge of upgrading the Food Service program from the plateau they had reached. He moved the district away from pre-packaged food, began preparing food from scratch, and started an in house bakery. "I had to deal with some internal politics with those changes," Jim observed with a smile. The students reacted positively and the program has grown from the original budget of \$190,000 to the present day budget of \$1,330,000. In 1995, "Mother Nature sent me a message about my work load." Jim shared. Jim had a heart attack. This prompted him to sell Sabatino's, but he continued

*Continued on page 8*

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Phone (608) 249-8588  
Fax (608) 249-3163  
wasbo@wasbo.com  
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Editor: Woody Wiedenhoeff



# President's Message

## The Leadership Challenge

### Chapter 2

Many thanks to Diane, Tina, Jeanne, Woody, presenters, sponsors and attendees for making our 2007 Fall Conference a huge success! Conference attendees benefited from an outstanding program, insightful & knowledgeable speakers and a great facility. The conference provided a timely opportunity to take a few days away from our hectic schedules to refine skills, pick up some new ideas, network with peers and (hopefully) a chance to relax a bit. Also, thanks to all of you who participated in the Golf Outing to raise funds for scholarships through the WASBO Foundation.

As leaders in our districts, we are regularly faced with new issues; let us call these "challenges", which make the fulfillment of our job responsibilities very difficult at times. From new accounting standards, to building/safety codes, to changing tax codes or regulations, the frequency and complexity of these "challenges" have increased. What are some of the things can you do to help minimize the impact and/or prevent these "challenges" from resulting in a major problem? Awareness and staying informed are critical factors in effectively managing these "challenges" which can be accomplished by:

- Actively participating in professional development opportunities available from your state and national associations
- Reading applicable trade publications and newsletters
- Utilizing the expertise and industry knowledge available from service affiliates and business partners
- Subscribing to applicable list serves or bulletin services
- Networking with co-workers and peers
- Reviewing applicable government,

business and association web sites on a regular or periodic basis

- Attending regional meetings



*Tom Wohlleber*  
**WASBO President**

The WASBO goals regarding technology and member resources should help support the effort to keep our members more aware and informed of the "challenges" that will likely affect them. Effective communication, resource/information sharing and use of technology will serve as a foundation for this effort. We need your help to successfully achieve these two important goals. Please consider becoming a member of one of the WASBO Goal Action Teams.

On another note, progress on the 2007-09 state budget (or lack thereof) has complicated or inhibited our ability to lead our districts in the completion of our local 2007-08 school district budgets and long-range budget planning efforts. In addition to being extremely frustrating, the state budget fiasco has challenged us. We must effectively communicate the impact of the budget delay on school districts. Continue advocating the on-going need for an appropriate level of state resources to support a quality educational experience for our students without over-burdening local property tax payers. Please utilize the current state budget situation to address these issues with your local legislators and citizens in your school district.



**"Now is the only time we have to do what we need to do."**

**John Francis**



Woody Wiedenhoeff  
WASBO Executive Director

## Exec's Reflections Doing Your Job for Kids

Over the last couple of weeks, the WASBO and SAA offices have received a number of calls from Business Managers and

educating children in every one of your communities. You have provided the resources needed and demanded to educated students in each of your districts. Despite the obstacles in your way, you have fulfilled your commitments and promises.

In the coming months, as communities get ready to certify their tax levies, we will continue to use our influence to advocate for children. However, this does not mean we unilaterally control the levy. Under state law, controlled by legislative action, we use the simple finance formula: Revenue Limits minus State Aid equals Property Taxes. State law dictates we are to provide an appropriate education for children in the State of Wisconsin. School Boards, School District Superintendents and other Administrators do not control the state law. We must abide by the law. We have controlled our actions by providing for the education of children within the parameters given to us by

the State in a prudent, timely & effective manner.

What should we NOT do? Do not take responsibility for the action, or lack of action, taken in Madison. It is out of our control. We must continue to use our influence to advocate for children. This includes communicating to our School Boards, citizens and staffs, in an accurate and prompt fashion the results of the political process in Madison. Moreover, we must continue working in our communities, educating children.

Please use your influence as school administrators, and as experts in managing the resources needed to provide a quality education, to communicate with your legislators when needed. John Forester of SAA will keep us posted on the status of the state budget and legislative initiatives affecting schools. Please stay informed by reading the Capital Reports provided by the SAA ([www.wsaa.org](http://www.wsaa.org)) and respond to SAA Alerts as we work together to advocate for children.

Superintendents asking, "What are we going to do if a state budget is not passed in a timely manner?"

The answer is that you are already doing it! You have done your job prudently, timely and effectively by educating children since Labor Day. Prudence, timeliness and effectiveness are sometimes subjective in interpretation from different people's views. Deadlines, however, are a basic principle that leaves little room for interpretation. Just ask the IRS if it is okay to file your tax forms on April 16.

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### 403(b) Web Cast

Fall Conference speaker, Attorney Kristi Cook, repeats the Fall Conference session, *The Brave New World--Impact of the Final 403(b) Regulations on Public Schools*, in a web cast. Ms. Cook, working with ASBO and the NTSAA developed a 403(b) compliance program for educational organizations and designs continuing education and compliance certification programs. She is the author of three columns that appear regularly in trade publications and has co-authored four books on 403(b) and 457 plans.

To view this web cast go to [www.WASBO.com](http://www.WASBO.com).

We thank WEA Trust for bringing Kristi Cook to the WASBO Fall Conference and taping this web cast.



Stephanie, Regional Vice President

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### WASBO Member Spotlight - Bonnie Stegmann

Continued from page 1

Bonnie is active in her community, serving on the Board of Directors of the New Horizons' Board. New Horizons' mission is to help people with disabilities obtain jobs and housing. Bonnie finds it important to help people with severe challenges to have a fulfilling life and purpose. Bonnie's motto to live by is to "seize the day." "If there is something

to do with the people in your life, do it now." Bonnie reflected. "You do not know about tomorrow."

Bonnie's hobbies are biking, boating and knitting. "Knitting is most interesting because I don't like to sit down for long periods of time." noted Bonnie. She would also like to travel

to Europe and U.S. National Parks if money were no object. "The most fun I have though is going with my family to the cabin on Lake Superior."



### WASBO Member Spotlight - Jim Cavaiuolo

Continued from page 1



to grow the Sparta programs. After Sparta passed a referendum for a high school addition and Meadow View Middle School remodeling, he had total responsibility for designing

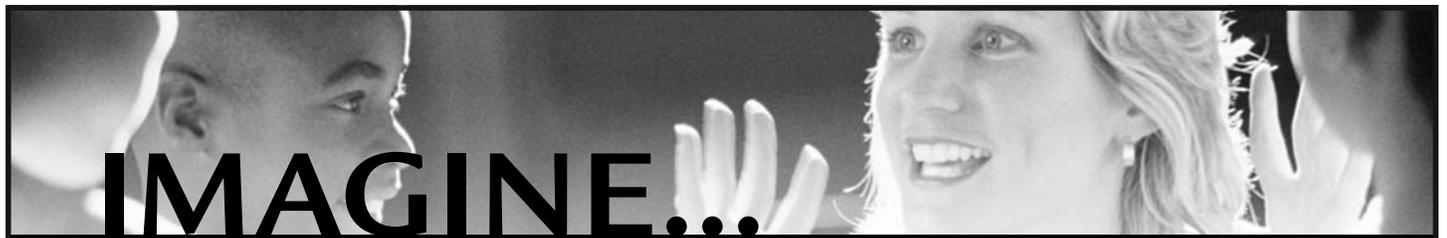
come to see Jim's work.

Jim is active in his community, taking part in the Annual Mississippi River clean up project, as well as being active in school fund raisers. His hobbies include fishing, golfing and horseback riding. At one time, he trained young horses for riding. Need someone to break in your horse? Ask Jim.

were no object, he would like to travel more. At one time, he owned a motor home and watched the sun come up over the Atlantic and the sun set on the Pacific. His most treasured time, however, is to be with his wife, daughter and grandson.

Sparta's new food court, cafeteria and kitchen. Sparta is a showcase where architects and other school districts

Jim's biggest indulgence is gourmet cooking with excellent food. If money



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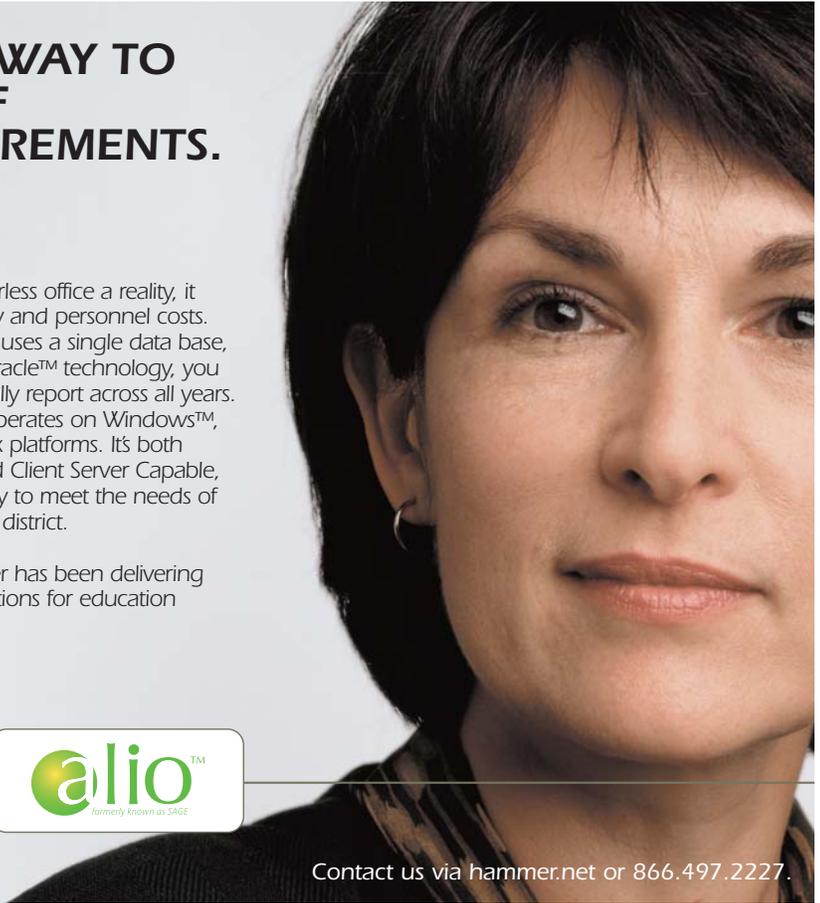
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Mary Jo Filbrandt  
WASBO Director

# Director's Corner

## Sharing Our Expertise

By Mary Jo Filbrandt, Business Manager, Antigo Unified School District

As our jobs become more and more complicated, you may wonder how anyone

new coming into the School Business Field could possibly be ready to walk into a district and take on the varied tasks that our position requires.

This past summer I had the opportunity to have an intern from the UW-Whitewater program at the Antigo School District. When I was first approached about assisting an intern, I had much apprehension; would I have the time, would I be able to teach him anything, what if he knew more than I did.....??? The individual that interned was a high school teacher from a nearby district working with Dr. Bambi Statz through the UW-Whitewater School Business Management Department. Surprisingly, I think I gained more from the experience than he did. The time we spent discussing issues opened my eyes to new perspectives on many items. Whether it was my leadership style at administrative meetings, my management style with the business office staff, or my manner at negotiation sessions, I had the opportunity to receive feedback in a very non-

threatening manner. Dr. Statz had quite an extensive list of different areas to cover which offered a challenge to both of us. The thoroughness of this program required the intern to leave with knowledge of all facets of school business management.

Not only for me, but for my business staff as well, having an intern around provided us with a friendly audit of our practices. He was very inquisitive which required us to revisit the manner in which we perform some procedures. We also learned how things are done in a neighboring district with which we hadn't previously had communication. Sometimes we get so busy we forget what our purpose is in the district. This helped me re-establish the value and the support the business office provides to the instructional purpose of our school system.

As a requirement of the internship, special projects were required which allowed the intern the opportunity to spend time on pressing projects that I haven't had the time to accomplish.

This brings me to the final point, all around the state, but especially in the north woods, school districts struggle to

hire experienced business managers. Many of these districts are small and they don't think they "can afford" a business manager. I think it was well proven, after going through the extensive list of job duties that business managers handle, that no matter what size a district is, there will be value added to the educational program at the district if the financial resources are managed well. How can they not afford to have a business manager? Working with individuals interested in the school business area should be a priority for all of us. If our collected expertise can help train interested individuals, perhaps they can go back to their small districts and garner support for the value a school business official can add to their district. If one can add up the dollars brought into a district, through e-rate, Medicaid reimbursement, good management of the resources in the district, and compliance with legal matters, to name a few, the value can far exceed the cost of the position.

Overall, this experience was quite rewarding and a win-win for both my district and the individual that interned. Consider sharing your expertise. Our support to aspiring school business officials can truly benefit the districts that hire these individuals.

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Peter Ross  
WASBO Director

# Director's Corner

## What a Difference a Day Makes

By Peter Ross, Business Manager, Seymour Community Schools

The day was August 29, 2007; the day our school district invites members of the community to a back to school celebration at our K-8 facility in Black Creek. Allow me to preface the following story with the fact that just 6 weeks earlier the district began an extensive remodeling project inside the same sixty year old building. Everyone knew the timeline would be close. The remodeling project had to flow smoothly. It did. In fact, as I look back on the course of those six weeks the phrase "giving it the whole nine yards" has new meaning. "Giving it the whole nine yards" now means using every resource at your disposal. This is exactly what we did. Everyone involved, from our teachers and staff to each of the subcontractors and several community members, worked efficiently and diligently to complete the work necessary to achieve occupancy for our back to school celebration.

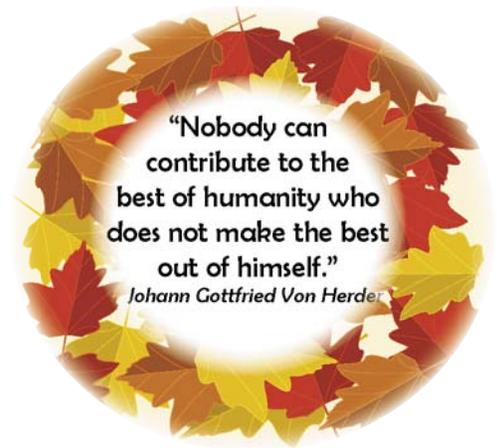
Nevertheless, at 5 a.m. on the morning of the 29th, I had many doubts we would be ready. Contractor's equipment was everywhere. Teacher and student desks were stacked in the halls. Many of the classrooms had been vacated for the purpose of completing the necessary work. Although much of the building had been cleaned, there was a film of dust everywhere. A new fire alarm system had been successfully completed, yet there were areas of ceiling tile still needing replacement. I was somewhat relieved by the fact that workers turned up in full force. We brought in district level and building support, and subcontractors found

every available hand to help. The result of the day's work was that by 2 p.m. teachers and staff members were organizing classrooms, shucking sweet corn and grilling brats for the evening's celebration. What a difference a day makes. At 5 p.m. our teachers and staff greeted our first guests.

Now that the school year is up and running, I've had a bit of time for reflection regarding the events of that day. What was the motivation that caused us to expend our time and talents? What was the pay off? I think it boils down to two significant human elements. One is that people have a deep rooted sense of satisfaction that comes from making a difference. As leaders we must first recognize then cultivate this human characteristic. The cultivation effort takes time...lots of it. We never would have been able

to claim occupancy on that celebratory day if any of us felt we were not making a difference. The other element is that we work in an occupation where employees have a down to earth attitude about helping others. The people that worked on that day were not working for financial gain. They were working to see what they could accomplish by their giving. That difference is huge. It shows a high

level of personal growth and maturity. In a real sense, the work done by our employees and the subcontractors, exhibited the desire to make things better for the children and families we serve. What a sense of delight to give the whole nine yards. What a difference a day can make.



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# Deferred Compensation? 409A and Teacher's Pay

By Robert Simandl, Employee Benefits/Employment Counseling Labor  
Simandl & Murray, S.C.

The purpose of this is to help you understand the possible

compliance implications of providing teachers and other employees with a choice of pay schedules. *If a district offers employees a choice of being paid over a 10-month period or a 12 month period, that district is subject to the compliance obligations of Internal Revenue Code Section 409A.*

## What is section 409A?

Section 409A of the Internal Revenue Code applies to compensation that workers earn in one year but that is not paid until a future year. This is referred to as non qualified deferred compensation. For example, if a teacher earns \$60,000 for a school year but is paid over 12 months rather than 10, beginning in September, he/she technically has been paid in the next year for work performed in this current year. However, section 409A does not apply to qualified plans (such as a qualified retirement plan), to a section 403(b) plan or a section 457(b) plan.

## How does coverage under section 409A affect an employee's taxes?

If the deferred compensation plan of the District which is covered by section 409A meets the requirements of section 409A, then section 409A has no effect on the employee's taxes. The compensation is taxed in the same manner as it would be taxed if it were not covered by section 409A. If the arrangement does not meet the requirements of section 409A, the compensation is subject to certain additional taxes, including a 20%

additional income tax. Section 409A has no effect on FICA (Social Security and Medicare) tax.

## How does a teacher's ability to have his or her salary spread over 12 months create deferred compensation?

Generally, deferred compensation arises in an arrangement under which compensation earned in one year is paid in a later year. For example, assume a school year starts Aug. 1, 2007, and ends May 31, 2008 (10 months), and that a teacher earns \$5,400 per month (\$54,000 per year). If the teacher were paid over 10 months, the teacher would receive \$27,000 in 2007 for the five months of August through December, and would receive \$27,000 in 2008 for the five months of January through May. If instead, the teacher were paid over 12 months, the teacher would receive \$4,500 per month. The teacher would receive only \$22,500 in 2007 for the five months of August through December and would receive \$31,500 in 2008 for the seven months of January through July. In this example, \$4,500 that the teacher earned in 2007 is paid in 2008. In other words, the \$4,500 of 2007 pay is deferred until 2008 and the arrangement generally would be considered deferred compensation that is subject to section 409A.

## Does section 409A require that an employee be provided an election?

No, section 409A does not require that an employee be provided any election regarding how the employee is paid. In fact, the election of the payroll periods over which pay is paid to the employee creates legal issues for the District. For example, a school district may

provide that all teachers will have their pay spread over 12 months, without providing any election to the teachers. In that case, the election rules discussed below would not apply and no additional taxes would be imposed under section 409A.

## What does section 409A require if an election is offered?

Beginning with the 2008-2009 school year, if districts offer an election, the regulations require the following:

- The teacher (or other employee) must give a written (or electronic) election to the employer that notifies the employer that the employee wants to spread out the compensation.
- The election must be made before the beginning of the work period (for example, before the first day of the school year for which the teacher is paid, which may be before the first day students arrive for class).
- The election must be irrevocable, so that it can't be changed after the work period begins.
- The election must state how the compensation is going to be paid if the election is made (for example, ratably over the 12 months starting with the beginning of the school year).
- Written policy or procedures providing rules for the election. Does not have to be a plan document—may be implemented into an employee handbook or school board rules and regulations.

Continued on page 17

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*Brian Sutton-Smith*

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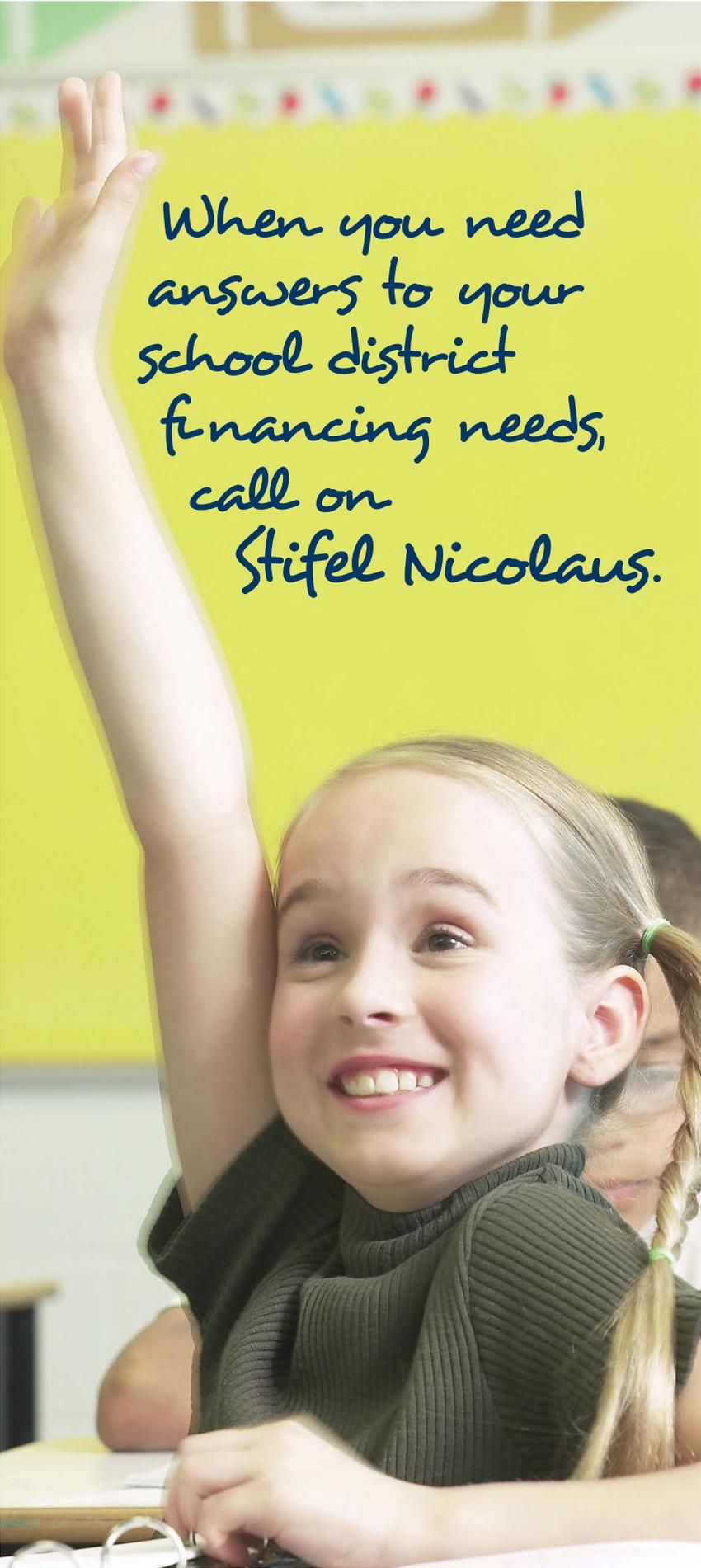
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# BOOK REVIEW

## 101 of the Greatest Ideas in Management

*"101 of the Greatest Ideas in Management"*, written by Auren Uris. Auren Uris is one of America's most renowned writers on management

and business. He has written over 40 books, many of which have been reprinted and translated into many languages. Many readers will recognize Auren Uris as the syndicated newspaper columnist of *Winning at Work*, and a frequent guest on radio and television talk shows.

*"101 of the Greatest Ideas in Management"* is 295 pages in length and describes the ideas, concepts, strategies, and techniques that helped transform management from a "seat of the pants" activity to a profession. Just mentioning some of the names, Machiavelli, Pareto, Taylor, Lewin, McGregor, Herzberg, Maslow, Skinner, and Drucker builds a seminal of creativity of impressive dimensions.

To become one of the 101, an idea had to pass Uris' RPS test. It had to have the following qualities:

- **Relevance.** Is the idea of interest and use to today's hard-pressed executive?
- **Practicality.** Does it lend itself to a recommendation for use, as explicit as recipe or the directions on a medicine bottle?
- **Suitability.** Is it flexible enough to fit into the repertory of the executive who is in pursuit of

excellence, whether he or she works in a plant or office, in government or the private sector, in an organization large or small?

The book is divided into four parts: Part One - Dealing with People, Part Two – Procedures, Part Three – Lore and Insights, and Part Four – Self-Help. An abbreviated list of the ideas and their makers are as follows:

- Part One - Dealing with People
  - o Herzberg's Motivator/Hygiene Concept
  - o Maslow's Hierarchy of Needs
  - o McGregor's Theory X Theory Y
  - o Murphy's Law
  - o The Great Jackass Fallacy-Levinson
- Part Two – Procedures
  - o Management by objectives
  - o Minimax Techniques
  - o The Pareto Principle
  - o PERT
  - o Prioritizing
- Part Three – Lore and Insights
  - o Bottom-Line Fallacies
  - o Cognitive Dissonance
  - o The Intuitive Manager
  - o Lifecycle of Ideas
  - o Machiavelli's Power Principles
- Part Four – Self-Help
  - o Body language
  - o "Edifice" Complex
  - o Enjoying Your Job
  - o Executive Job Engineering
  - o Sensitivity Training

Whether you need help in prioritizing goals, motivating your staff, dealing with procedures, or realizing your

potential as a manager, this unique digest offers a host of creative ideas for you to use on the job. Complete with step by step instructions and case histories that put these ideas in direct, practical terms, you'll learn how, why, when, and where to make the right application of a given strategy or technique. The book includes the **"Who's Who"** of management:

- Peter Drucker-Job Engineering
- Harry Levinson – The Great Jackass Theory
- Niccolo Machiavelli – Principles of Power
- Frederick Herzberg - Motivator/Hygiene Concept
- B. F. Skinner – Behavior Modification
- Abraham Maslow – Hierarchy of Needs
- Douglas McGregor – Theory X, Y
- Kurt Lewin – Group Dynamics
- Laurence J. Peter – The Peter Principles
- Frederick W. Taylor – Principles of Scientific Management

Author Auren Uris selects each idea for its currency, practicality, and appropriateness to today's business manager's needs. *"101 of the Greatest Ideas in Management"* is a highly recommended ready reference for your professional book collection and for professionals interested in motivation and management concepts and techniques.



**"Managing resentful, immature people takes the same skill set as raising kids: you have to be nurturing, mentoring and coaching to succeed."**

**Mark Miller**



# A Real Health Insurance Savings Providing Incentives to Get Off the Plan

By Pat Saucerman, Director of Business Services, School District of Marshfield

What can be done about the cost of health care?

Publications abound concerning the health insurance crisis in America, with school districts shouldering an even greater burden by offering the Cadillac health plan in lieu of higher wages. Efforts on the part of the school board to reduce health insurance benefits through negotiations are typically greeted with fierce resistance from union leaders across the table. One guaranteed way to reduce the cost of health insurance is to reduce the number of people using it. This past year the Marshfield School District implemented an alternative benefit plan (ABP) designed to provide an incentive for teachers not to use the district's health insurance. Simple in concept, the school district offered a \$5,000 cash incentive to any full-time teacher opting to go on their spouse's insurance plan.

The school district currently pays 95% of the family plan, \$17,608 for next year. The district nets a savings of \$12,608 for each family plan participant opting to use the ABP, providing a measurable savings for an otherwise floundering budget. The school district expects to save about \$55,000 next year by offering this plan, but there are a number of items you should consider when providing this option.

Begin by meeting openly with the leaders of your teacher's union to present the plan. The board's position was that this was not a bargaining issue, as the district was not forcing anyone to accept anything they were not already entitled to under the teacher contract. The ABP was being offered as an additional incentive for staff that may

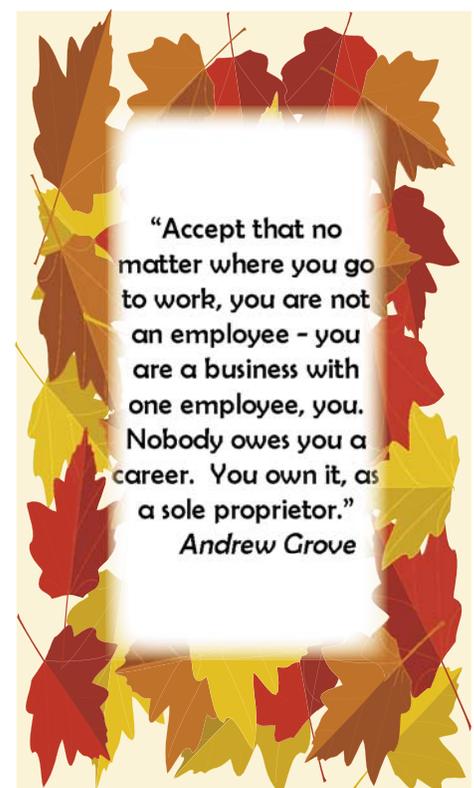
gain advantage from it, and staff could return to the plan during the enrollment period or qualifying event if they desired. Be sure to clarify what the plan does and does not include. Part-time teachers or teachers who had spouses that worked for the district and on the district's insurance were not eligible. You must also recognize that you probably have teachers that already are not using the district's health insurance, and you are obligated to provide the \$5,000 to them and in effect make them "whole". The reason for this is simple. All they would need to do is enroll in your plan during your enrollment period, and now by default, they would qualify for the ABP anyway.

There are some other things to consider. Do not make the mistake of tying the amount of the incentive to a particular premium, such as the savings between a single and a family plan. The Marshfield School District deliberately offered a fixed amount incentive of \$5,000 to control the amount that was being paid out. Some businesses that have tied the savings to a premium have lived to regret it, as they have little control over future increases of their ABP amount. In addition, to convey to all staff considering this plan that the additional compensation will not be reportable earnings for Wisconsin Retirement System purposes. Per WRS guidelines, "payments received in lieu of fringe benefits normally paid for or provided by the employer but which can be paid to the employee at the employee's option" are not reportable earnings.

It is also important to be sensitive to the political element of this endeavor. If your ABP is successful, it means some area businesses will be absorbing

a new health insurance cost they undoubtedly do not want. Of course, the extraordinary insurance benefits typically found in school district health plans are probably why these individuals were not on the other plan to begin with.

Finally, do not expect a windfall of activity when this plan is first rolled out. The timing of dropping the district's insurance plan needs to coincide with the spouse's plan picking up the coverage. Further, the uncertainty and nervousness of dropping health insurance coverage can in itself be somewhat daunting. Teachers need to know that their spouse's plan is still good enough to make choosing the ABP a viable option. If the plan does offer advantage to the teacher, and if the school district has been careful in how it offers the plan, both the teacher and the school district, making the ABP a win-win for all involved, can enjoy a financial boost.



## Deferred Compensation? 409A and Teacher's Pay

Continued from page 12

### Is an employee required to make this election every year?

No. An arrangement may provide that a pre-existing election will remain in place until the employee elects a change. For example, a teacher could elect to receive his or her salary over 12 months, and that election could remain in effect indefinitely until the teacher changed the election. However, if the teacher wants to change his or her election, the change must be made before the beginning of the school year to which the change applies, and could only apply to that future school year. A teacher generally cannot change the method of payment in the middle of the school year.

### What changes do school districts that offer elections need to make for 2008?

Although the final 409A regulations just apply to employees on January 1, 2008, the IRS has granted special relief

for school districts. Compliance must be achieved beginning with the 2008-2009 school year.

For more information contact:  
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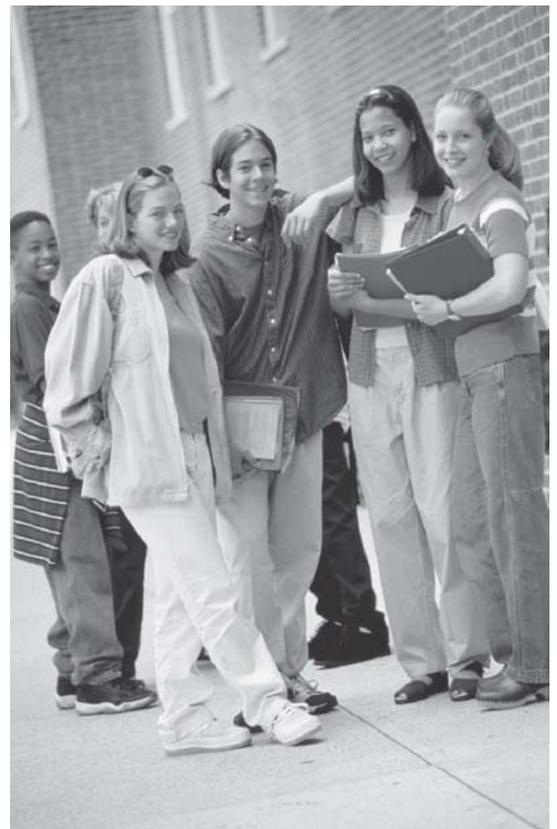
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# Illegal Vans Information

By The WASBO Transportation Committee

*Over the years many questions have been raised and articles written regarding school districts' use of multi-passenger vans. This article is written to help provide clarity to the issue.*

Definitions of multi-passenger vehicles can be divided into different types, however for this article will only include busses and passenger vehicles.

- Federal law defines a bus as a motor vehicle designed for carrying more than 10 persons. The definition of a bus includes a school bus.
- A passenger vehicle is a motor vehicle designed for carrying 10 persons or less and includes sedans, station wagons, mini-vans, and sport utility vehicles.

Since the early 1970's, federal law has prohibited automobile dealerships from selling or leasing to school districts vehicles designed to carry more than 10 passengers. Violation of the federal statute carries a \$10,000 per vehicle fine for the dealership. As of August 10, 2005, school districts can be held liable to the same dollar amount as automotive dealerships.

Why is there a concern regarding the use of vehicles designed to carry more than 10 passengers? The reasons for the concern are twofold:

1. Vehicles designed to carry more than 10 passengers are at a

greater risk of rolling over based upon design and passenger placement within the vehicle.

2. Vans designed to carry more than 10 passengers do not conform to School Bus Safety Standards such as passenger compartmentalization, rollover protection, body strength initiatives, pedestrian safety devices, and fuel systems protections. Vans designed to transport more than 10 passengers are simply not as safe as school buses.

Removing seats from a van designed to carry more than 10 passengers so as to limit seating to 9 passengers and the driver does not exempt the vehicle from the standards set by the National Highway Traffic Safety Administration.

Why are school districts in Wisconsin using greater than 10-passenger vans to transport students? The answer is manifold:

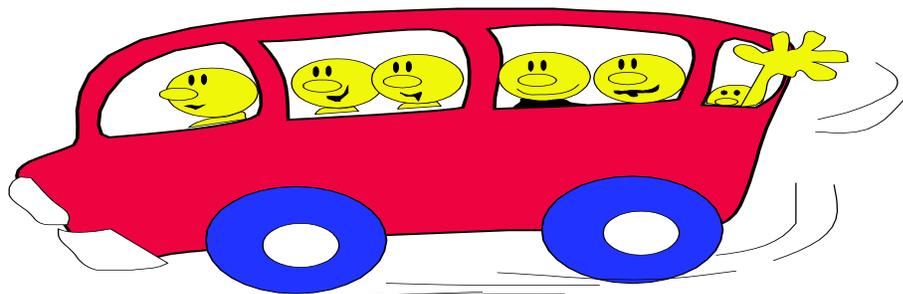
1. School districts may be attempting to reduce transportation cost by using something other than a yellow and black school bus.
2. School districts may be looking for flexibility of non-CDL drivers such as teachers, coaches, parents and volunteers.
3. School districts may be unaware of the safety and legal ramifications of using vans designed to carry more than 10 passengers.
4. Automobile dealerships may

have sold school districts larger vans even though the sale was illegal.

Education is the key. School staff members must be made aware of the legal and safety concerns. They must be reminded often so that the use of appropriate vehicles becomes part of their transportation regimen. To do less, compromises the safety of those students and inhibits the education process.

In closing, a word about the use of alternative vehicles that may include the use of legal, multi-passenger vans designed to carry nine passengers or less. Wisconsin Statute 121.555 permits the use of vehicles other than school buses provided that the following 4 criteria are met:

1. The vehicle is road worthy as provided for by a safety inspection.
2. The vehicle is insured to certain limits.
3. The operator is certified to be free of physical and mental conditions which might impair the operations of a vehicle.
4. The operator has submitted to a background check and is void of any convictions of law which would disqualify him from alternate vehicle operations.





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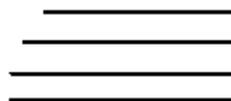
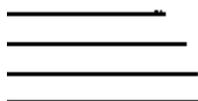
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*John Forester  
SAA Director of  
Government Relations*

# Legislative Update

## The Standard for Politically Effective School Leaders



In order to assist you in becoming an effective political advocate for your district and the children you serve, the SAA

has developed this "Standard for Politically Effective School Leaders."

The politically effective Wisconsin school administrator does the following in advocating on behalf of Wisconsin school children:

### **STAY INFORMED**

Your knowledge of the issues and of the legislative process builds credibility with your legislator; and your credibility dictates your legislator's level of response to your concerns. Stay up to date on legislative/political issues by reading the SAA Capitol Report as well as your local newspapers. Also, before contacting public officials, it is vitally important that you know and understand the SAA's positions on issues. If you ever have questions concerning legislative issues, please contact the SAA at 608-242-1370 or via email through the SAA web site at [www.wsaa.org](http://www.wsaa.org).

### **FOCUS ON YOUR LEGISLATORS**

Rather than wasting time and energy contacting all legislators, concentrate on influencing your legislators. Communication from citizens residing outside their district rarely influences lawmakers. Focus your efforts where the potential for influence is greatest – your legislators.

### **BUILD RELATIONSHIPS WITH YOUR LEGISLATORS**

The best way to influence your legislators is to develop relationships with them. Each legislator has a "small circle of experts" that they count on for advice on various legislative issues. It is important for you to become one of your legislator's experts on K-12 education issues. Inviting your legislators to your school is a great way to begin or continue developing this relationship. In fact, make it a point to meet with each of your legislators to review key issues at least once a year. It's a good idea to coordinate these visits with your district's administrative team.

### **KNOW YOUR LEGISLATOR'S STAFF**

A legislator's staff is the gatekeeper to power. If you cannot talk directly with your legislator, expressing your school district's concerns to an office staffer, whom you know and who knows you, is the next best thing.

### **KEEP SAA STAFF INFORMED**

SAA members are an invaluable source of field intelligence for SAA staff. Legislators often speak more candidly with constituents than they do with lobbyists. Inform the SAA staff what your legislators are saying in their districts. Also, remember to copy the SAA on your communications to your legislators.

### **PARTICIPATE IN SAA POLICY DEVELOPMENT**

We encourage your participation in every step of the SAA policy development process available to you through the SAA Legislative Committee and your professional association. Also, do not hesitate to respond to

SAA positions on legislative issues. Participation in the policy development process and member review of, and response to, SAA positions, is the best way to ensure that SAA positions represent the views of the members.

### **RESPOND TO SAA LEGISLATIVE ALERTS**

Grassroots lobbying is the real strength of the SAA. Our ability to mobilize SAA members in response to SAA legislative alerts is the backbone of our grassroots strategy. When the SAA issues a legislative alert, we need your response. Our success on important legislation depends on it.

### **CONTRIBUTE TO SAA PAC/ SAADirect**

The School Administrators Alliance Political Action Committee (SAA PAC) and the SAA's conduit (SAADirect) were created to strengthen the SAA as a political organization. All four SAA member associations support SAA PAC and SAADirect. These funds are used for campaign contributions designed to strengthen our relationship with key legislators and to influence legislation. A strong program of "investing in influence" is critical to our success on legislative issues.

The SAA, like your professional association, is prohibited from using any portion of its budget to make contributions to anyone running for or holding elective office. Therefore, if we want a stronger voice in Madison to help us advocate more effectively on behalf of Wisconsin school children, it is vital that we support the SAA PAC and SAADirect.

*Continued on page 24*

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# WASBO Facilities Committee Update

By Dale Zabel, Facilities Committee Co-chair, Watertown School District

The Facility Manager Certification Program was successfully initiated three years ago. We are pleased to report 47 members have completed the required course work and another 133 are working towards completion. The committee is constantly monitoring the group's progress in order to offer the most needed sessions for individuals to complete their certification.

The committee will offer some new and additional sessions for those who have missed previously offered courses to help them complete their certification. These sessions will be held in Watertown and Eau Claire on November 14th. The WASBO office distributed the information. If you have not received information, please contact the WASBO office.

This popular program has given the Facilities Committee the opportunity to go in new directions as far as offering seminars and changing the subject of topics for conferences. The initial focus was on basic competencies needed by all facility directors. The committee has since aligned offerings to satisfy the current needs in the education environment, which includes but is not limited to, building new schools and school safety. The 10-part session on the process of building a new school from the initial needs assessment to the referendum process to final construction has just completed its first run. The next topic the committee will focus on is school safety. We are in the process of developing a 5 part series from a needs assessment to detailed equipment selection to writing policies. We are always interested in members

input so we can offer interesting and desired topics for the development of future conferences and programs.

On a final note, I am offering a personal observation of the Facilities Committee and the programs and conferences. I have been a member for three years. I must say that since the committee decided to go in the direction of the certification process the number of sessions offered and the attendance of conferences has increased greatly. The February Facilities Management Conference and the June Custodial & Maintenance Conference were bursting at the seams. With this kind of enthusiasm and the high quality of material being offered by the Facilities Committee, our membership will reap the benefits for many years to come

## Facility Manager Certification Repeat Day for Required Sessions

**November 14, 2007**

**8:30 a.m. - 12:30 p.m.**

**\$20 per session or \$45 per day**

**Register at [www.WASBO.com](http://www.WASBO.com)**

### Watertown Unified School District

#### Sessions Offered

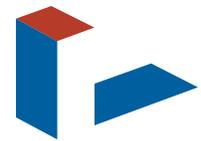
**Custodial Product and Equipment Selection  
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Electrical Systems Part 2 - Electronic Systems  
Safety - 20 Areas of Concern and Responsibility**

### Eau Claire Area School District

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*Anthony Robbins*

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Invite and register your staff that help you with the administration of the P-Cards in your school district.

### **Schedule**

9:00-9:30 a.m. Check-in

9:30-11:30 a.m. How to get the most out of Details Online

(Bring your laptop with wireless internet for hands on or view the demo on screen.)

11:30 a.m.-12:00 p.m. Lunch provided by WASBO

12:00-2:00 p.m. Round Table Discussions to share ideas and suggestions about what you do in your district and how we can improve the program.

#### **SAA Legislative Update**

*Continued from page 20*

#### **SAA Legislative Committee to Meet December 3<sup>rd</sup>**

The next meeting of the SAA Legislative Committee will be held on Monday, December 3<sup>rd</sup> at the Holiday Inn in Stevens Point. The primary objectives for this meeting are to review the progress to-date in achieving the SAA 2007-09 Legislative Agenda as well as to preview the Spring 2008 legislative session and 2008 elections.

If you have issues or ideas that you would like raised at this meeting, please contact one or more members of your WASBO Legislative Committee (listed below).

Jim Long (Baraboo) - Chair for WASBO

[jlong@baraboo.k12.wi.us](mailto:jlong@baraboo.k12.wi.us)

Mark VanDerZee (Menasha)  
[vanderzeem@mjsd.k12.wi.us](mailto:vanderzeem@mjsd.k12.wi.us)

Tom Owens (DC Everest)  
[trowens@dce.k12.wi.us](mailto:trowens@dce.k12.wi.us)

Jenny Frank (Osceola)  
[frankj@osceola.k12.wi.us](mailto:frankj@osceola.k12.wi.us)

Dan Van de Water (Eau Claire)  
[dvandewater@ecasd.k12.wi.us](mailto:dvandewater@ecasd.k12.wi.us)

Peter Ross (Seymour) - Board Liaison  
[pross@seymour.k12.wi.us](mailto:pross@seymour.k12.wi.us)

The following have been confirmed as alternate representatives:

Cathy Mark (Beloit)  
[cmark@sdb.k12.wi.us](mailto:cmark@sdb.k12.wi.us)

Larry Krebs (Neenah)  
[lkrebs@neenah.k12.wi.us](mailto:lkrebs@neenah.k12.wi.us)

Pat Blackaller (Rice Lake)  
[blackallerp@ricelake.k12.wi.us](mailto:blackallerp@ricelake.k12.wi.us)

Jan Carlson (Somerset)  
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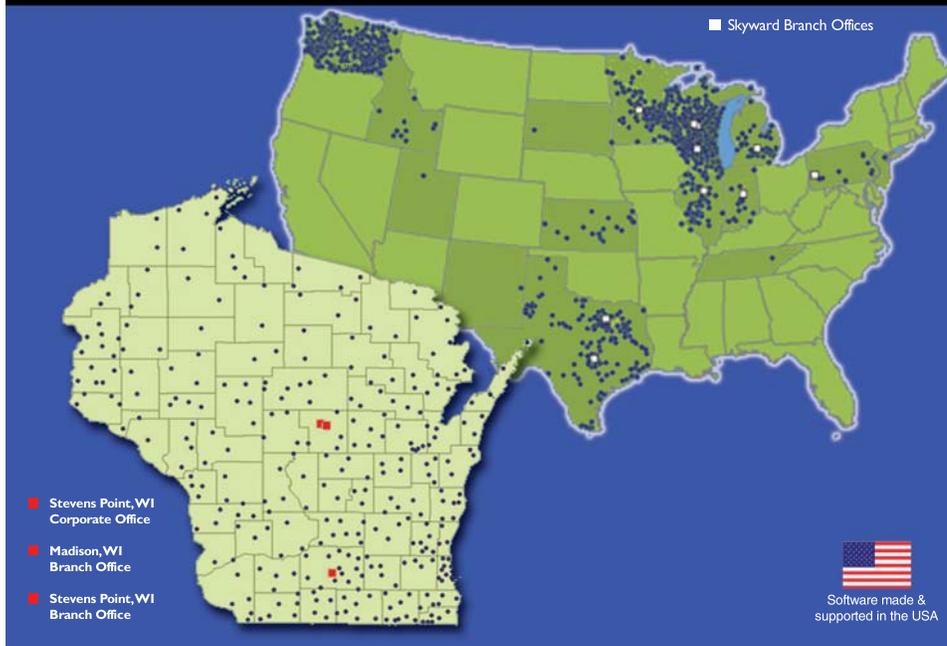
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## ASBO Update

*Erin Green  
Director, ASBO International  
Director of Business Services  
Greendale School District*

ASBO will hold The ASBO International Annual Meeting and Exhibits, November 7-10, 2008 in Denver, which is a fantastic

venue. Work has started on planning the conference. WASBO members may want to plan a few personal days around the conference for some vacation time in the Colorado area.

The staff and ASBO Board are developing specific action plans in alignment with the ASBO Strategic Plan addressing future growth, increasing influence and meeting members' needs. The input and feedback from Affiliate Executive Directors and ASBO committee leaders is helping enhance the momentum.

Moreover, ASBO has provided leadership in interpreting the new

403(b) Regulations. The WASBO web site uses ASBO's interpretations, which includes Kristi Cook's presentation about implementing the new regulations.

In Addition, ASBO is engaged in investigating a new sponsorship plan with the help of a consultant. ASBO has not reached its full potential in fund raising and collaborating with its sponsors. The new sponsorship design could include different tiers of benefits to vendors for specific sponsorship amounts. Depending on the results, WASBO may want to use some of their work in the future.

The ASBO election results are finalized. The newly elected Board Members are Paul Bobek from Iowa and Brian Mee from Arizona. The newly elected Vice President is Angie Peterman from Oregon. Also, the constitutional changes were made by an overwhelming 86% yes vote. These changes were mostly of housekeeping

nature, cleaning up wordiness in the old constitution.



My campaign for ASBO Vice President is forging networking links with ASBO members around the country. I am excited to have this professional opportunity. As an ASBO Board member, I will be visiting Pennsylvania, Maryland, New Jersey, Illinois, Oregon, Massachusetts and Washington, D.C. There will be other opportunities for WASBO members to visit Arizona, California, Texas, Michigan and Minnesota.

I would like to thank all of you who have supported ASBO's efforts to improve and for your support on the various campaign efforts. ASBO has gained additional membership from Wisconsin this summer and we wish to continue the trend.

## New School Administrators and Business Support Staff Workshop



The WASBO New School Administrators & Business Support Staff Workshop was held in Stevens Point on August 16-17, 2007. Nearly 40 attended this great opportunity to get to know DPI School Finance Team Members and begin networking with colleagues. **PMA Financial Network,**

**Inc. - WISC** generously provided refreshments for a networking session. Sue Schnorr, Director of Business Services shared her money saving tips. Bob Borch, Asst. Superintendent at the Elmbrook School District, Lori Ames (DPI) and Brad Adams (DPI) reviewed the fiscal year and David Carlson, DPI School Finance Team Director and

Tom Owens, Asst. Superintendent of Business/Personnel at the DC Everest Area School District shared practical ideas on building and maintaining credibility, trust and communication with the local community, constituents and school Board. The School Finance Team covered Revenue Limits, Accounting Transactions, Equalization Aid and Special Education Accounting.

## Around the Regionals MASBO's October Meeting

The MASBO Regional met October 4th at the Middleton-Cross Plains District Office. The hot topic was 403(b) Regulations and the agenda included presentations by various Service Affiliates. The Spring Conference Planning Committee provided a planning update and solicited assistance from the group for the May Spring Conference to be held in Wisconsin Dells. Jerry Landmark from the DPI School Finance Team shared some possible scenarios given the lack of a state budget. For more information about your local regional meetings go to the calendar on the WASBO web site. Don't miss out on this opportunity to network with your colleagues.



"I am glad that I paid so little attention to good advice; had I abided by it I might have been saved from some of my most valuable mistakes."

*Gene Fowler*

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*After*

*Whitehorse Middle School shows improved lighting*

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# WASBO Taking Care of Business Seminar

# Playing by the Rules Rescissions or Referenda



Thursday  
November 8, 2007

The Radisson Hotel  
Madison, Wisconsin



Revenue Limits and the Qualified Economic Offers have created a great deal of discussion and suggestions from many groups about what the new "Wisconsin School District Finance Plan" should be. What has become painfully apparent is that some sort of revenue or cost containment will be with us in the future. Thus, the theme of this year's Taking Care of Business Seminar is "Playing by the Rules." All Wisconsin School Districts have had to "play" within the rules of Revenue Limits.

We will hear from several school districts how they have been successful in providing for children with a community partnership. Some have passed referendums, both for operating and for facilities. Some have made budget rescissions in order to balance their books. We will hear the stories of four successful school districts as they "played by the rules." In addition, Dr. Thomas Joynt will share processes for making rescissions in their districts without dividing the community, staff or parents. The intent is that we can learn from these success stories and take excellent ideas home to our own districts. Understanding that there are methodologies available to address Revenue Limits may be able to ease the "hand wringing" that now takes place in many school districts.



A new group, The School Finance Network, is studying what might be possible for future changes. Obviously, hope for change by previous groups has not gotten off the ground. The State has significant financial issues in providing additional money for school budgets. The leaders in The School Finance Network will share with you their work done to date and discuss the issues faced by our State and local school districts in accommodating a change in school finances.

Todd Barry, President of the Wisconsin Taxpayers Alliance, will discuss his views as to what actions can provide a catalyst for a change of thinking as it pertains to school finance. Change can very possibly come from ideas outside the Wisconsin education system.

For complete  
program information  
or to register go to  
[www.WASBO.com](http://www.WASBO.com)

- Seminar Program**
- 8:00 a.m. Greetings and Introduction
  - 8:05- 8:45 a.m. **Catalysts for Change**, by *Todd Berry, WisTAX*
  - 8:55-9:45 a.m. School District Budget Stories  
The Onalaska Story  
The D.C. Everest Story
  - 9:55-10:45 a.m. School District Budget Stories  
Repeat Onalaska & D.C. Everest Stories
  - 10:55-11:40 a.m. **Budget Methodology, The Onion** by *Dr. Thomas Joynt*
  - 11:40 a.m. Lunch and **State Budget for Dessert** by *John Forester, SAA*
  - 12:40-1:30 p.m. School District Budget Stories  
The Fort Atkinson Story  
The Eau Claire Story
  - 1:40-2:30 p.m. School District Budget Stories  
Repeat Fort Atkinson & Eau Claire Stories
  - 2:40-3:30 p.m. **"The School Finance Network"**



"How a person masters his fate is more important than what his fate is."

*Wilhelm Von Humboldt*



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"A pessimist, they say, sees a glass of water as being half-empty; an optimist sees the same glass as half-full. But a giving person sees a glass of water and starts looking for someone who might be thirsty."

*G. Donald Gale*

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# The 3rd Annual Wisconsin School Personnel Academy Current Compensation Trends

**Wednesday, December 12, 2007**  
**Sheraton Madison Hotel - Madison, Wisconsin**  
**Register at [www.WASBO.com](http://www.WASBO.com)**

8:30-9:30 **Overview of National Compensation Trends  
in K-12 Schools**

*Professor Herb Henneman, UW- Madison*  
*Professor Tony Milanowski, UW- Madison*

9:30-9:45 Break

9:45-10:45 **How to Avoid the Top Ten Mistakes in  
Compensation Planning**

*Daniel L. Stahl, SPHR, President, Human Resources Group*

10:45-11:30 **Extra and Co-Curricular Job Evaluation Tool**

*Daniel L. Stahl, SPHR, President, Human Resources Group*

11:30-12:30 Lunch

12:30-1:30 **Finding and Using WI School Compensation Data**

1:30-1:45 Break

1:45-2:45 **Understanding the Wisconsin Retirement System  
and Your WRS Benefits**

This presentation covers many of the WRS benefits administered by the Department of Employee Trust Funds (ETF). Topics discussed include retirement, separation and survivor benefits, and life and health insurance, if applicable. The presentation will illustrate retirement calculations and explain annuity options. Service purchases, military service credit, and additional WRS contributions will also be covered.

*Roy Rausch, Benefit Counselor and Group Presentation Specialist for the Department of Employee Trust Funds (ETF).*



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**and**

**Wisconsin Association of School Personnel Administrators (WASPA)**



# Goal Action Team Updates

## Board Governance Goal Action Team

*By Keith Lucius, Board Treasurer and Board Governance Goal Action Team Chair*

The intent of this goal is to improve the way the WASBO Board functions. As WASBO continues to grow, the Board needs to review how it operates and what it does. The Board does not want to micro manage the daily operations, instead we would like to focus on our goals.

The first change that you may notice is intended to improve communication with the members. Before the end of the year, we plan to post minutes of Board and Leadership Team meetings on the WASBO web site. It is important that our members know what is happening at Board meetings. Board members welcome your feedback on issues discussed at the Board level.

## Communication and Technology Goal Action Team

*By John Gahan, Board Director and Communications and Technology Goal Action Team Chair*

The Communications and Technology Goal Action Team will explore several different technologies with the outcome of recommending to the WASBO Board a preferred upgrade to the available communication methods for members to utilize. This exploration will include, at a minimum, the use of pod casts, vod casts, webinars and blogs. We will also explore the use of various electronic meeting opportunities as a member resource.

The work of the Team will be coordinated with the Member Resources Goal

Action Team to determine the best way for our organization to deliver resources. The ultimate goal will be to introduce these new technologies in a manner that will make them user friendly and easily accessible to all members. As the available options seem to always be expanding, the input of the membership with new ideas to consider is always welcome.

## Member Resources Goal Action Team

*By Janice DeMeuse, Board Director and Member Resources Goal Action Team Chair*

Goal #3 as established by the Board of Directors is to develop and implement a comprehensive library/database of resources and best practices that members would be able to access/share. Over the past few years members will remember receiving varied information requests through WASBO that included such items as RFP's for services and procedures and/or advice in handling situations in districts. Sometimes requests for the same information would come through within a relatively short period of time. Our goal is to identify the resources membership requires and then make those resources available in the most accessible manner. When we are discussing accessibility we will have to work closely with the Technology Goal Action Team.

Four board members were assigned to the Resources Goal Action team: Jeff Carew, Tom Helgestad, Peter Ross and Janice DeMeuse. At our first meeting during the Leadership Conference in Elkhart Lake, we went through organizational activities such as looking at the size and composition of the committee. DPI has volunteered

representation on the committee and several WASBO members have also volunteered. We identified some products/services that are currently available that might help us in meeting our goal.

We are hoping to schedule our next meeting early in November to begin looking at what it is that new and veteran business managers need to help them be more effective. Resources such as the DPI web site currently exist and have a lot of valuable information. The Pennsylvania ASBO web site has been mentioned as a tool to explore. Private vendors are producing products we may want to consider. It has been suggested we tape seminar sessions and make them available on CD or pod cast.

If anyone is interested in volunteering to be part of the committee, please contact the WASBO office.

**If you are interested in serving on a Goal Action Team, please contact WASBO President Tom Wohlleber at [tomw@mcpasd.k12.wi.us](mailto:tomw@mcpasd.k12.wi.us) or Executive Director Woody Wiedenhoft at [wwiedenhoft@wasbo.com](mailto:wwiedenhoft@wasbo.com) or 608-249-8588.**



## Welcome New Members

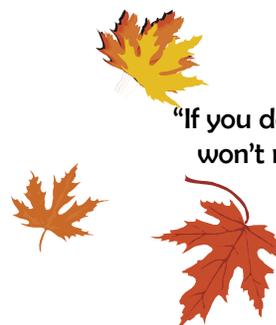
- **Jerry Agrusa**, *Chartwells*
- **Holly Burr**, *Accountant, Gresham School District*
- **Teresa Collins**, *Executive Assistant, Oshkosh Area School District*
- **Kris Debruine**, *Director of Budget/Personnel, Oostburg School District*
- **Angela Edblom**, *Associate Business Manager, Boscobel Area Schools*
- **Mark Flynn**, *District Administrator, Merton Community Schools*
- **Terry Hemann**, *Mineral Point Unified School District*
- **Lisa Jones**, *Business Development, Liberty Mutual*
- **Jennifer Kirkham**, *District Accountant, St. Croix Central School District*
- **Kristina Klabunde**, *Bookkeeper, Paris Consolidated School*
- **Tom Krause**, *Wisconsin Retirement Council*
- **Donna Olson**, *Retired, West Allis-West Milwaukee Schools*
- **Bob Schmidt**, *Business Development Leader, Trane*
- **Shawn Stelzer**, *Computer Groove*
- **William Tennesen**, *Fidelity Appraisal*
- **Janet Tews**, *General Ledger Specialist, Wausau School District*
- **Marie Wemett**, *Manager of Marketing Programs, Kronos Incorporated*
- **Scott Woodington**, *Principal, St. Croix Central*
- **Joseph Yagel**, *School Finance Consultant, Speer Financial, Inc.*

## Employment Opportunities

*Please go to [www.wasbo.com](http://www.wasbo.com) and click on "Classifieds" for complete job posting information.*



Renew your 2007-08 WASBO membership and update your member profile at [www.WASBO.com](http://www.WASBO.com).



*"If you don't know what you want, you won't recognize it when you get it."  
Author Unknown*

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# Short Shots



## WASBO Member Spotlight

We have a new addition to this edition of "Taking Care of Business," The WASBO Member Spotlight. This edition profiles two wonderful colleagues, Jim Cavaiuolo from Sparta and Bonnie Stegmann from Ashland. This is a great way for all of us to learn about the excellence of our peers and better know our fellow WASBO members.

## Where Are They Now?

Julie Thoreson from Wauwatosa to Germantown; Kim Dax promoted in Kewaunee; Nick Curran from Greenwood to Omro; Andrew Sarnow from Spooner to Beaver Dam; Mike Pieper from Johnson Controls to Western Technical College; Loras Winders from student to Richland; Dan La Paz from Sun Prairie to Pewaukee; Sharon Peterson from Frederic to Siren; Jason Demerath from Oshkosh to Waukesha; John Stellmacher from Palmyra to Barron; Bob Thom from Northern Ozaukee to Campbellsport; Josh Barbian from Racine to PMA Financial Network. Congratulations to Michele (Rosen) Seibel and Karen Kucharz on their recent marriages! Congratulations also goes to Mackesey & Associates on the establishment of an Illinois office.

## Regional Agendas

WASBO Regionals have had a variety of interesting topics this last month on their agendas.

The Spring Conference committee met with the Madison Regional to prepare for the 2008 Spring Conference, which will have a movie theme. John Sackett and Sue Schnorr received a great welcome, with many of the members volunteering to help with the upcoming details. The conference will be at the Kalahari in Wisconsin Dells,

May 20-23, 2008. Look forward to a great conference and professional networking. There might even be a movie night!

The following is an example of topics discussed at WASBO Regionals. Thank you to the Regional Leadership for keeping the WASBO office informed which then allows us to share this list with the members.

1. State Budget Projections and Tax Rates
2. OPEB Trust Funds
3. Custodial & Maintenance Contract Negotiations
4. Cleaning Services
5. Reductions in Staff
6. IRS Regulations 403(b) and 409(a)
7. Storm Water Utility Charges
8. Community Service Fund Usage
9. VOIP Phone Systems
10. Transportation Policies
11. Health Insurance
12. Teacher Negotiations
13. High Deductible Health Insurance Options
14. Post Severance-Plan through which to pay out non-OPEB Benefits
15. Employment Physicals
16. Hazardous Transportation Plans
17. Electrical Pollution

18. Bus Financing or Leasing
19. Records Retention Update
20. E-mail Archiving
21. WASBO Goals Feedback

## Contribute to Taking Care of Business

This month Pat Saucerman provided an article on a new health insurance plan initiated in Marshfield. Please take the time to read it because it is an interesting concept for all of us to think about and it is working in Marshfield.

Do you have expertise to share with your fellow WASBO Members? WASBO members in their districts throughout the state are implementing fresh ideas and creative plans. Please feel welcome to share your ideas by submitting an article to *Taking Care of Business*.

**"To err is human; to blame it on the other guy is even more human."**  
*Bob Goddard*

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Things can go haywire fast when a teacher is absent from a classroom, or when supervision is lacking in common areas or during off-site trips. When situations get out of hand, costs can go along for the ride. A recent school study\* of liability claims ranked assault or molestation as the most costly. It is not unusual that inadequate supervision is a factor in these cases. To help control these and other risk-related losses, Wausau and the Wisconsin Association of School Boards (WASB) work with school boards to establish written policies, conduct training on how to handle aggressive behavior, and establish **PRICE  $\neq$  COST<sup>SM</sup>** supervision guidelines and investigative procedures. Our A (Excellent) A.M. Best Rating and 25 years as the WASB endorsed carrier for Wisconsin schools makes us uniquely qualified to help make schools and activities safer. To learn more about Wausau TotalValue<sup>SM</sup> service and how the WASB



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# WASBO Calendar

## Professional Development

October 12-15, 2007

**ASBO International Annual Meeting & Exhibits,**  
*Toronto*

November 7, 2007

**WASBO P-Card User Group Meeting,** *Madison,*  
*WASBO Office*

November 8, 2007

**Taking Care of Business Seminar,** *Madison,*  
*Radisson*

November 14, 2007

**Facility Manager Certification Make Up Sessions,**  
*Eau Claire and Watertown*

December 12, 2007

**WASBO/WASPA School Personnel Academy,**  
*Madison, Sheraton*

January 23-25, 2008

**Wisconsin State Education Convention (WASB/  
WASBO/WASDA),** *Milwaukee, MAC*

March 3, 2008

**Transportation & Bus Safety Workshop,**  
*Wisconsin Dells, Kalahari*

March 3-4, 2008

**WASBO Facilities Management Conference,**  
*Wisconsin Dells, Kalahari*

March 26-27, 2008

**WASBO Accounting Seminar,** *Wisconsin Dells,*  
*Chula Vista*

May 20-23, 2008

**WASBO Foundation Spring Conference &  
Exhibits,** *Wisconsin Dells, Kalahari*



**"Children are the living messages  
we send to a time we will not see."**

**Neil Postman**



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## Regionals

Each Regional Representative, meeting locations & directions are available at [www.WASBO.com](http://www.WASBO.com) if predetermined.

### Bay Area - Meetings start at 9:00 a.m.

Dec. 14, 2007 Seymour  
April 11, 2008 De Pere, Jt. Leg. Mtg w/  
NEWASBO, 11:00 a.m. Start  
May 30, 2008 Algoma

### Madison Area

Nov. 1, 2007 Mc Farland  
Dec. 6, 2007 Sun Prairie  
Feb. 7, 2008 Middleton-Cross Plains  
March 6, 2008 Mc Farland  
April 3, 2008 Sun Prairie

### Northeast

Nov. 16, 2007 Machine Shed  
Feb. 8, 2008 Fond du Lac  
April 11, 2008 De Pere - Jt. Leg. Mtg w/  
NEWASBO, 11:00 a.m. Start  
May 30, 2008 Manitowoc

### Northwest - Meetings are usually held at Lehman's Supper Club in Rice Lake

October 10, 2007, November 14, 2007, December  
12, 2007, February 13, 2008, March 12, 2008, April  
9, 2008

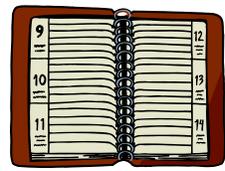
### Southeast - Meetings are from 9:45-11:30 am with lunch following.

Nov. 9, 2007 Waukesha  
Dec. 7, 2007 Franklin  
Feb. 8, 2008 Greenfield  
April 18, 2008 Hamilton

### Southwest - All meetings will be held at the CESA #3 office in Fennimore. Oct. 12, 2007

### West Central - Meetings are held the first Thursday of the month except January, May & July from 10 am - 1 pm at the Sparta Area School District Administration & Education Center, 201 E. Franklin St., Sparta

November 1, 2007, December 6, 2007, February 7,  
2008, March 6, 2008, April 3, 2008, June 5, 2008



Go to [www.wasbo.com](http://www.wasbo.com) and click on "Calendar" for updated meeting information, to register or get directions.

### WI Valley - Coffee at 9:00, Meeting at 9:30.

Oct. 12, 2007 Mosinee  
Nov. 9, 2007 Merrill (NEW DATE)  
Dec. 7, 2007 Rhinelander  
Feb. 1, 2008 D.C. Everest (Legislation & New  
Laws Seminar)  
March 7, 2008 Auburndale  
April 11, 2008 Medford  
Aug. 15, 2008 Antigo

## Committee Meetings

### Safety Committee

Oct. 10 (1:30 p.m.) - Madison, WASBO

### Spring Conference Committee

Oct. 24 (9:00 a.m.) - Madison, WASBO

### Transportation Committee

Nov. 28 (10:30 a.m.) - Madison, WASBO

### School Facilities Committee

Nov. 6 (9:00 a.m.) - Madison, WASBO

## Board of Directors Meetings

Dec. 5, 2007 - Milwaukee, PMA Office  
March 12, 2008 - Ashwaubenon SD  
June 11, 2008 - Madison, WASBO Office

## Business Meetings

January 24, 2008 - Milwaukee  
May 23, 2008 - Wisconsin Dells

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