



Wisconsin
Association
of
School
Business
Officials



Taking Care of Business

A Bimonthly Publication of the Wisconsin Association of School Business Officials - Volume 17, Number 6 - December 2013

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Celebrating WASBO's Award Winners are:

Front Row L to R: Betty Zimdars, Jodi Traas, Erin Green, Ann Ecker, Scot Ecker, Joe Marquardt, Becky Marquardt, Tina Hafeman, Kent Ellickson

Back Row L to R: Lynn Knight, Lori Ames, Jeanne Deimund, Andy Weiland, Jeff Mahoney, Tom Wohlleber, Gail Haack, Jill Bodwin, Dan Romano, Janice DeMeuse

(Photo courtesy Nicole Burkart, Burkart Productions)

Wisconsin contingent gathers at ASBO International Annual Meeting & Expo

WASBO members and supporters traveled to Boston for ASBO International's Annual Meeting and Expo, Oct.23-25. There they had an opportunity to take in keynotes, attend sessions by national experts (including some of WASBO's members), meet with exhibitors and network with attendees from around the world. Tom Wohlleber was sworn in as Director on the ASBO Board of Directors for his second year of a three year term.

Highlighting the convention was the presentation of the ASBO Pinnacle Awards where two WASBO members were recognized. Scot Ecker received the top honor by accepting the Pinnacle of Excellence Award for Investing in Wisconsin Public Schools™. Joe Marquardt received one of only three Pinnacle of Achievement Awards for the Kilowatt challenge. Read articles by both Scot and Joe on pages 20 and 24. Photo highlights of the convention appear on page 37.

The Pinnacle Awards—Honoring Innovation in School Business

The ASBO International Pinnacle Awards recognize outstanding practices and new ideas from every field of school business management. Find out more at asbointl.org.



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Editor: Woody Wiedenhoef

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President's Message

A Word From Your President

Policy Governance

By Lynn Knight, Business Manager, School District of Nekoosa



Lynn Knight
WASBO
President

Change is inevitable. Some changes we welcome with open arms. Other changes are a little more difficult to accept and/or adapt to. No matter what the change, it's always important to recognize and understand that all the hard work that has been done in the past has brought us to this point in time today.

WASBO is also in the midst of change. At the December Board meeting, we continued to move ahead on the strategic plan. One of the goals that we have identified revolves around Policy Governance. Understanding Policy Governance takes time and research. The WASBO Board is extremely lucky to have the expertise of Tom Wohlleber and Betty Zimdars to help guide us through this great opportunity. Some points of discussion that they developed for the Board include:

- Recognize that this is a paradigm shift to a more strategic and a membership engagement focus.
- The Board determines its expected outcomes, sets operation limitations, and monitors organizational performance.
- The ongoing monitoring of the Board's Ends (outcomes) and Executive Limitations (operational limitation) policies constitute the Executive Director's performance evaluation. (Through self evaluations, the Board has identified that this area could use some improvement.)
- Determine the level of Board commitment.
- What information, background or training is needed?
- Identify expected/anticipated/potential positive or negative outcomes or benefits of Policy Governance Model to WASBO.
- Process/steps, timeframe, and resources that may be needed to successfully implement Policy Governance.

- Consider hiring a consultant to train the board in the Carver Policy Governance model.

At the December Board meeting, the Board had a very lively discussion on the points above. We agreed that we need additional training on Policy Governance and will research the possibility of scheduling a consultant to meet with the Board to begin the research process.

We continue our work on the development of our strategic plan with the goals identified as Policy Governance, Advocacy, Payroll/HR Certification, and Peer to Peer. We are in the process of creating a written document and plan to have a draft summary of the strategic plan at the January 2014 business meeting in Milwaukee.

Although strategic planning takes up a good portion of our meeting, we are still working on other important items such as the 2014-15 budget and the scholarship process. There is a lot of great work being done by our members on behalf of WASBO. We can never thank you enough.

My newsletter article would not be complete without a virtue. The virtue of Perseverance seems to fit in the midst of change. Perseverance is being steadfast and persistent. You commit to your goals and overcome obstacles, no matter how long it takes. When you persevere, you don't give up....you keep going. Like a strong ship in a storm, you don't become battered or blown off course. You just ride the waves.

I want to wish everybody a very happy holiday season. Stay safe and stay warm!



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Executive Director's Report

Paying it Forward

By Woody Wiedenhoeft, Executive Director, WASBO

All of us take a few moments at this time of year to reflect about the realities that surround us. Most important about such reflections are the calls to action that we internalize. Pay It Forward was popularized in a movie that came out in 2001, using Catherine Ryan Hyde's novel *Pay It Forward* that was published in 2000. Many of us have either read the book or have seen the movie. So what would such a concept have to do with WASBO?

As I was watching the WASBO Board do its work earlier this month, it became apparent to me that WASBO members epitomize this idea all year. Agenda item after agenda item turned into discussions about WASBO members helping WASBO members in their professional development and professional networking without anyone asking "what is in it for them." The discussions were about how to help their colleagues without any expectation of direct return. The only unspoken quid pro quo was that this is something that has been done by WASBO members for years and that

this will continue to take place for years to come. I won't list the myriad of demonstrations where we have seen this in our WASBO activities. For each of us, we will have our own list.

Most important about the Pay It Forward concept discussed at the Board meeting was that thoughtful actions about making our professional world a better place in the future can only happen by taking positive action steps. Lynn Knight, President of WASBO summarized it at the end of the Board meeting with the following quote. "Being purposeful is having a clear focus. Begin with a vision for what you want to accomplish,

and concentrate on your goals. Do one thing at a time, without scattering your energies. Some people let things happen. When you are purposeful, you make things happen."¹

This holiday season I am going to celebrate WASBO's Pay It Forward culture.

Have a great holiday season.

Woody Wiedenhoeft 🍷

¹ Virtues Project International, Inc.



Woody Wiedenhoeft

Special Note: WASBO Holiday Schedule

The WASBO office will be closed on Dec. 24-25 and Dec. 31 - Jan. 1. Staffing will be light during the holiday weeks, so if you get voicemail, leave us a message and we will get back to you as soon as possible. Thank you!

“

*One kind word
can warm three
winter months.”*

~ Japanese Proverb



*WASBO wishes you a
peaceful holiday season filled
with family and friends.
Woody, Tina,
Jeanne, Deb,
Aine and Kristin*





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Legislative Update

Legislative Floor Period Ends

By John Forester, Director of Government Relations, School Administrators Alliance



John Forester

With the State Legislature's floor period having ended in early November, it seems a perfect time to update the WASBO membership on the status of important K-12 education issues and legislation currently before the State Legislature.

Common Core State Standards

After dragging educators and the public through the circus-like atmosphere of four "public hearings" on the Common Core State Standards (CCSS), it has become increasingly clear there is no will among Republican leaders inside the State Capitol to reject the Common Core. At the end of the day, the irrational ranting of the anti-Common Core crowd was no match for the powerful testimony from school administrators and the strong pro-CCSS stance of State Superintendent Tony Evers.

Although the anti-Common Core coalition continues to pressure Governor Walker and legislators on this issue, State Capitol sources suggest the only legislation we may see is the creation of an advisory commission every 5-7 years to review state education standards, and possibly a proposal to protect student data. But given the unpredictable nature of all things political in Madison these days... stay tuned.

School Accountability

On September 12, Senate Bill 286, the school accountability legislation that Senator Luther Olsen and Representative Steve Kestell have been crafting for more than two years, received a public hearing before the Senate Education Committee. The SAA testified in support of the bill. Our message, in a nutshell, was, "We don't love the bill. Accountability is hard. But, we need to do it. The system must include all schools that educate publicly-funded students with no

preferential treatment for any type of school in the system." Private school voucher advocates opposed the bill.

Since the September 12 hearing, the bill authors have been negotiating with relevant parties to achieve consensus. Recently, Senator Olsen suggested publicly that a consensus bill could be ready by mid-December. Stay tuned.

Charter School Expansion

On October 3, a substantially revised Senate Bill 76 received a public hearing before the Senate Education Committee. The next day, the SAA issued a priority legislative alert to members opposing SB 76 in which we argued the bill: 1) Greatly expanded the ranks of independent charter school authorizers; 2) Reduced general school aids to all school districts and raised property taxes; and 3) Removed the right of school boards to decide if they wish to authorize additional charter schools.

On the heels of the SAA alert, the bill fell apart in the Senate Republican Caucus. Since then, a dramatically scaled-down version of the bill emerged focused primarily on allowing high performing independent charter schools in southeastern Wisconsin to replicate under certain circumstances. Although the SAA considers the scaled-down version of the bill to be a positive development, we continue to oppose it because the replication of any new independent charter schools would further reduce general school aids to all school districts. The bill stalled in committee at the end of the fall floor period, but we anticipate the bill will move forward next floor period beginning in January. A more recent development has been the introduction of Assembly Bill 549, a much more aggressive charter school expansion proposal. The SAA will monitor this bill closely. Stay tuned.

Special Education Substitutes

In recent years, increasing numbers of Wisconsin school districts have turned to contracting for substitute teacher and para-educator placements with private staffing services. However, school districts cannot currently receive state special education aid for the costs of contracting with a staffing service for special education substitutes. Senate Bill 271, authored by Senator Olsen and Representative Kestell with the SAA's support, solves this problem by explicitly authorizing school districts to contract with staffing services and makes the costs eligible for special education aid.

SB 271 has encountered no opposition in the legislative process. It has passed the Senate and we anticipate it will clear the Assembly as well in the next floor period.

Rural Schools Task Force

The Rural Schools Task Force was created by Assembly Speaker Robin Vos to seek solutions for problems facing rural schools. To date, the Task Force has held public hearings in Rhinelander (October 23) and Elroy (November 6). These meetings have featured powerful invited testimony from rural school district administrators.

The SAA's Rural Schools Legislative Agenda, produced in collaboration with the Rural Schools Alliance, has been distributed to all Task Force members. The SAA also testified before the Task Force in Madison on December 17. Stay tuned. The work of the task force is a priority for the SAA.

180-Day Requirement

SAA-sponsored legislation removing

Continued on page 11



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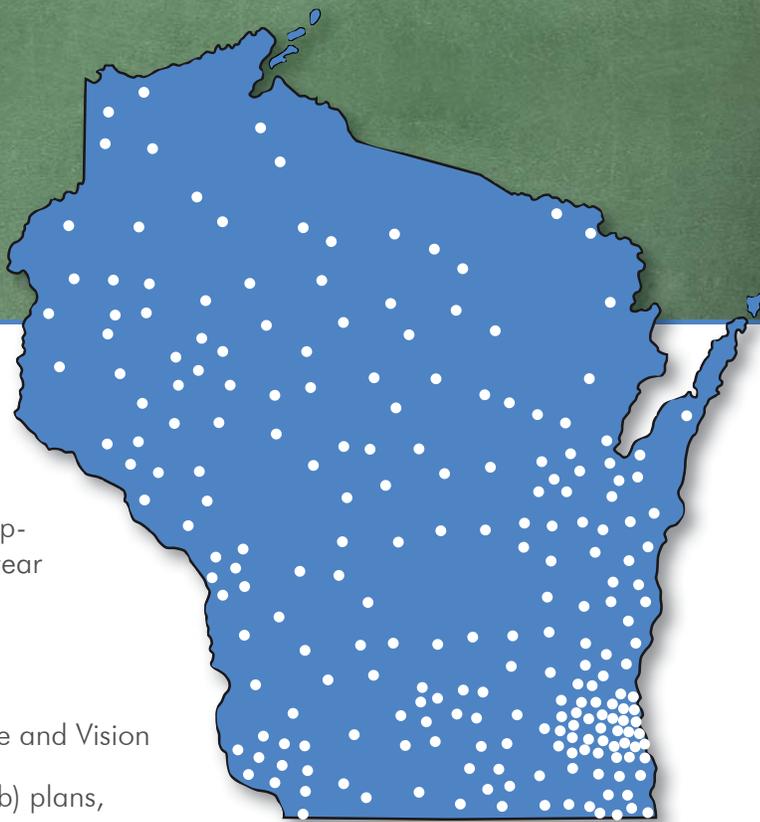
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Director's Corner

"Diagnose ... then prescribe ... seat belts again ..."

By Jay Clark, Associate District Administrator, School District of Holmen



Jay Clark

It was recently brought to our school district's attention that a Senate Bill had been introduced requiring all new school buses to be equipped with seat belts. It is healthy for legislators to remain vigilant in considering laws related to student safety. School districts practice the same type of vigilance every day. We've followed the dialog around similar legislation in the past. What we've yet to see is a meaningful diagnosis supporting seat belts as the solution to a student safety need.

We hear through the media that the rationale presented most recently was "If seatbelts make sense for cars, then it makes sense to have them in school buses." Use of this analogy, rather than a data driven diagnosis, is concerning.

It is instinctive for us to apply our understanding from one area of life as a starting point to assess less familiar notions. Requiring seatbelts in school buses, because seatbelts are required in cars, illustrates how we can stray from effective decision making if we rely on our instincts alone. School buses are different from personal passenger vehicles in design, operation and function. Without accounting for such differences, we are likely to end up making apple pie out of oranges ... after all both are fruits.

The National Highway Traffic Safety Administration (NHTSA) notes that school buses are designed to be safer than passenger vehicles in avoiding crashes and preventing injury. A few of the design differences between school buses and passenger vehicles are: crash standards, size, mass, height above accident impact point, reinforced sides, bright color, strobe light, flashing red light, etc.

Beyond the design differences, there are operational differences that make a school bus safer. Specifically, the rules of operation and driver screening/training improve safety. Rules of the road create a safety advantage to school bus transportation. In addition to the rules of the road, laws require school buses to be safety inspected by a licensed person before each use. Multiple unannounced annual inspections by the State Patrol further ensure the safety of the vehicle. Rules of operation also require a driver of school buses to earn a special operator's license and license endorsements. Drivers also meet more rigid driving record requirements and undergo random drug/alcohol testing.

Finally, school buses differ from personal passenger vehicles in function. Consider the following in comparison to the family mini-van: in a very short window of time loading 50 to 70 passengers at frequent road side intervals; twice each day for nearly 200 days in a year quickly change the same passenger seat to accommodate a 200-pound 18-year-old or a 45-pound 5-year-old; having one adult monitor the use of seat belts by 50 or more children.

According to the NHTSA data, students are about 50 times more likely to arrive at school alive if they take a school bus (without seat belts) than if they drive themselves or ride with a school age friend in a personal passenger vehicle. Students are about 20 times more likely to arrive at school alive than when being driven by an adult. Design, operation and function of school buses are not comparable to a personal passenger vehicle. The data supports a diagnosis that school buses are very different from personal passenger vehicles and statistically much safer.

We all want to protect our children. The better approach to achieve this starts with school leaders promoting decisions based upon meaningful data and diagnosis. "Forward." 🍷



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*What can you do to promote world peace?
Go home and love your family."*

~ Mother Teresa

ASBO Update

Professional Growth and ASBO Membership

By Tom Wohlleber, ASBO International Director

Assistant Superintendent - Business Services, Middleton-Cross Plains Area School District



Tom Wohlleber

Happy Holidays to you and your families! In my last newsletter article I asked the question “where do professional associations such as WASBO and ASBO International fit into your professional growth plan?”

ASBO International prides itself on leading the school business profession by providing growth opportunities and a network of support to its members. The ultimate goal of the Association is to be globally recognized, respected, and consulted for their expertise in the school business profession. I believe the mission aligns well with that of WASBO.

I have had inquiries about what value a membership in ASBO International might bring to you and your district. I would place these membership benefits into the following, sometimes overlapping, categories: Education and Career Development, Legislative and Regulatory Issues, Recognition and Awards, Member Resources and last but, certainly not least, Networking Opportunities.

ASBO International recognizes that state associations are best at providing technical training for issues that are state specific, like state aid, revenue limits, state regulations and reporting requirements. Therefore, ASBO International maintains its focus on topics that can be standardized such as; reading financial statements, technology use in the business office and career and leadership skill development. ASBO International offers a myriad of professional development opportunities. Face to face learning can always be found at the Annual Meeting and Expo. The 2013 AM&E was held in Boston, Massachusetts in October and featured an outstanding program. If you were unable to attend this year’s AM&E, you can purchase individual sessions or the entire conference on ASBO’s Education on Demand.

There are also two other great options that many members have yet to experience. Each winter, ASBO International hosts an Executive Leadership Forum (ELF) that focuses on hands-on learning and leadership development through experience and will be held from February 20-22, 2014 in Lake Buena Vista, Florida. ELF features three outstanding programs, Disney’s Approach to Leadership Excellence, Creative Leadership in Action: An Interactive Experience from Disney Institute, and Leading During a Crisis. More information on the Executive Leadership Forum can be found on the ASBO website at www.asbointl.org/ExecutiveLeadershipForum/8249.htm. You could also apply to participate in the prestigious Eagle Institute held in the Washington DC area each July. The Eagle Institute only accepts forty members each year and offers a unique one-

of-a-kind look at the challenges facing School Business Officials today, including academic and philosophical concepts of leadership including insights from history.

As a member of ASBO International you also have access to many web-based tools to assist in our daily work. *School Business Affairs* magazine is full of articles written by experts in our field. Web-based information is available through *Accents online*, an e-newsletter, *School Business Daily* – a news digest, *School Business Minute* – a short piece highlighting the most timely topics and ASBO Radio with podcasts and interviews that can be listened to while on the go. The website also hosts a resource library with a number of tool kits, sample RFPs, policy documents, information on timely topics like health care reform and the live learning center that gives access to professional development whenever you can fit it into your busy schedule. As members, we can also participate in ASBO’s Global School ConnectEd, a global network for members to collaborate and share resources, join discussion groups, or just post a question. What’s more powerful than the ability to ask for advice and 4,000 plus members from across the globe respond with help.

ASBO International shares in WASBO’s goal to elevate the profession of School Business Administration. To this end, the organization has developed the School Finance and Operations (SFO) Certification. Those who are awarded this prestigious title, prove they have met the standard of experience and expertise in School Business Management and demonstrated knowledge and skill through an examination of competency. Wisconsin currently has around

Continued on next page

ASBO MEETING DATES

2014 Annual Meeting & Expo
Sept. 19-22, 2014 - Gaylord Palms Resort & Convention Center - Kissimmee, FL

2015 Annual Meeting & Expo
October 23-26, 2015 - Grapevine, TX

2016 Annual Meeting & Expo
September 23-26, 2016 - Phoenix, AZ

2017 Annual Meeting & Expo
September 22-25, 2017 - Denver, CO

2018 Annual Meeting & Expo
September 21-24, 2018 - Orlando, FL



ASBO Update

Continued from previous page

15 members who have achieved their SFO certification. ASBO International also offers Career Central, a web-based center for job matching. Employers post positions and members can post confidential resumes. But, even if you aren't looking for work out of state, Career Central has numerous resources to assist in resume development and career growth.

On another note, the ASBO Board of Directors updated ASBO International's Strategic Plan at its August Meeting. The Strategic Plan is the association's roadmap, and serves as a communications tool to show strategic objectives, key strategies, key measures of success, and specific goals. The Board and ASBO Leadership Team are seeking member comments through December 31 on the restated plan. ASBO Executive Director John Musso posted an All Member Digest on November 21 on the Global School Business Network with a draft copy of the restated plan. Please take a few minutes to review the draft plan and offer your comments or suggestions.

Please contact me if you have any questions or would like to provide feedback or suggestions regarding ASBO. 🍷

ASBO International Milestones November 2013

- Tammy Marty, New Glarus SD, New Glarus, WI (10 years)

ASBO International New Members October 2013

- Carol Curry, Bayfield SD, Bayfield, WI

Legislative Floor Period Ends

Continued from page 7

the 180-day requirement (but maintaining the required minutes of instruction) is in its final drafting and will be ready for introduction soon. Stay tuned.

Whole Grade Sharing

Whole Grade Sharing (WGS) refers to an agreement by 2 or more school boards that provides for the students in one or more grades in any of the districts to attend school in one or more of the other school districts. It is a common practice among small rural school districts in Iowa.

SAA-sponsored legislation authorizing WGS in Wisconsin is in development and we hope it will be ready for introduction soon. Stay tuned.

Thanks for listening, and thanks for all you do on behalf of Wisconsin school children. If you should have questions regarding these or any other legislative issues, please contact me at john.forester@wsaa.org or 608-242-1370. 🍷

Present at ASBO Next Fall

How can you gain leadership experience, share your expertise, and get more involved with your international professional association—all at the same time? By presenting at the ASBO International 2014 Annual Meeting & Expo, Sept. 19–22 in Kissimmee, Florida!

Presenting at the Annual Meeting is a great way to share your experience and success stories, as well as increase your visibility within the school business management profession. Whether you are just starting your career or have been in the profession for years, you have valuable insight to share, and ASBO International wants to hear from you.

Learn more or submit a proposal at: asbointl.org/meetings/annual-meeting-expo/call-for-proposals. Deadline is January 17, 2014.



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Sandy Hook Tragedy Leads to New Program

By Peter Pochowski, Executive Director, Wisconsin School Safety Coordinators Association (WSSCA)



Peter Pochowski

In the weeks following the school shooting at Sandy Hook Elementary School in Newtown, Connecticut, on December 14, 2012, I received countless emails and phone calls from concerned principals, superintendents, and safety coordinators. Their question? “Can WSSCA perform a safety assessment of my school?” Unfortunately, I had to tell them no, we couldn’t. WSSCA does a lot for school safety in Wisconsin but the one thing we did not offer was school safety/security assessments. As a result, I had to refer the inquirers to people I knew in the school security industry who offered assessments as part of their services.

Not being able to address the needs of our members did not sit well with our Board of Directors. WSSCA has always taken great pride in providing first-rate training to ensure our members were prepared to address the current challenges of the day. Saying no to a member was hard to do.

WSSCA President, Al Behnke, directed the Board to create a team of assessors who could travel the State and perform this important function that was obviously in high demand. Three of our most trusted and experienced members were asked to form the nucleus of this team. Former WSSCA President Gary Rosploch, WSSCA IT Director Bob Severson,

and current Second Vice-President Tom Helgestad, stepped forward to accept the call. With each of these men possessing twenty-plus years of experience as safety/security coordinators, we knew we had the right people for this difficult task. We named this group the WSSCA School Assessment Team (WSAT).

The WSAT Team then developed a 25-point check list that covered the top security priorities for all schools, regardless of size or location. The list had been whittled down from about 100 items that had been considered. This tool was tested on several schools before the full WSSCA Board of Directors approved its use. On October 1, 2013, WSAT was open for business.

Our assessments begin with a review of the school’s Emergency Operations Plan (EOP), Bullying Plan, and other items listed in the Act 309 mandates. A walk-through of the facility that includes the exterior of the building is next so the Team can see first-hand just how safe and secure the school is. At the end of the assessment, the Team conducts a very thorough after action review. They point out all the concerns they have, ensuring that the administrator and staff are well aware of the potential hazards. They also point out those areas observed that are positive.

In just the first month of operation, 10 schools from around the state have been assessed. As expected, we identified some safety/security hazards that needed attention. With regard to some problems the Team noted, the administrators were either unaware that these practices or conditions were unsafe, or they simply had not noticed them during the course of a busy school year.

WSSCA is convinced that our Team can help identify school safety and security problems and make any school safer – at half the price. Inquiries regarding this service can be forwarded to Peter Pochowski, at wssca@wssca.org, or calling 414.559.7487. Education First – Safety Always. 🇺🇸

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for the touch of a friendly hand and for a talk
beside the fire: it is the time for home.”

~ Edith Sitwel

Pewaukee School District Receives 2013 Baldrige Award

United States Commerce Secretary Penny Pritzker named the Pewaukee School District (PSD) as a recipient of the 2013 Malcolm Baldrige National Quality Award, the highest presidential honor given to American organizations for performance excellence. PSD becomes only the seventh public school district to receive the award.

Superintendent Dr. JoAnn Sternke says, "It is with great pride for me to share that the Pewaukee School District is one of three organizations to receive the Malcolm Baldrige National Quality Award this year. Two healthcare organizations are also being recognized along with the Pewaukee School District. This recognition is evidence of our meeting a very high standard of excellence. I couldn't be more grateful for the commitment to excellence in all of our staff."

Since 2007, PSD has used the Baldrige Quality improvement model to live out its mission to open the door to the future for every student. This goal is apparent in the 314 staff members employed by PSD. From educators and administration to custodians to food service staff, the growth and well-being of students is the primary focus of every department's and school's effort to continually improve.

PSD Board of Education President Jim Huismann says, "I am extremely pleased and gratified that our district has received the Malcolm Baldrige National Quality Award. It is important to note that the award reflects a commitment to excellence throughout the Pewaukee School District. It could not have been achieved without a focus on continuous measurable improvement throughout our organization. Our passion for academic excellence and our commitment to opening the door to each child's future shows in the work of all of us who are associated with the district. I thank our faculty, staff administration, many volunteers and



fellow board members for helping us achieve this great honor. It is a proud day in the history of our district!"

Using the Malcolm Baldrige Education Criteria for Performance Excellence (montgomeryschoolsmd.org/info/baldrige/about/), PSD embarked on a seven-year journey of continuous improvement that has produced results. Across every department, PSD has formalized key processes designed to produce results-driven performance from each staff member and each school. These processes were created through collaboration, making staff leaders in improvement plans used in their classrooms and buildings every day.

"From school transition programs to curriculum revisions, changes are supported by data to provide an environment of learning where students' needs are considered not only academically, but holistically to support learning and growth."

Data-driven decision making supports changes and initiatives in PSD schools. From school transition programs to curriculum revisions, changes are supported by data to provide an environment of learning where students' needs are considered not only academically, but holistically to support learning and growth.

Even with the most rigorous graduation requirements in the state, PSD's results include having one of

Evers Recognizes Achievement

State Superintendent of Schools Tony Evers personally honored Pewaukee School District at the Wisconsin Forward Award Gala on Dec. 10. The district was honored for its considerable achievement as one of only three organizations in the United States to be recognized with the Malcolm Baldrige National Quality Award this year. Pewaukee School District is the only Baldrige Award recipient this year in the field of Education.

the highest graduation rates in the state from 2008 through 2013. A key measure of college and career readiness, the percentage of PSD students attending a two- or four-year college increased from 78.8 percent in 2006-2007 to 91.9 percent in 2011-2012.

This compares favorably to the county (84 percent), state (74.1 percent), and nearby high-performing districts (85.1 percent). PSD's ACT composite scores of 23.4 outperform both the state (22) and national (20.9) averages. PSD's economically disadvantaged students surpassed the performance of similar students in the county, state and nearby high-performing schools on the Wisconsin Knowledge and Concept Examinations (WKCE) reading proficiency tests by achieving 45.5 percent proficiency compared to proficiency below 33 percent.

For more information about PSD's continuous improvement journey through the Malcolm Baldrige National Quality Award program, please call 262-695-5037 or go to PSD's continuous improvement dedicated webpage located at: pewaukeeschools.schoolfusion.us, then choose Continuous Improvement, Wisconsin Forward/Baldrige Quality programs. 🍷

Director's Corner

Managing the Day to Day

By Andy Weiland, Business Manager, Oregon School District



Andy Weiland

Do you ever go to work with a set plan to accomplish certain things during your day, but before you reach your desk, your “plan” has been drastically altered? Do you ever go home and a family member asks you how your day was and you try to remember one thing you had planned to accomplish that day that actually got accomplished? My guess is if your days are anything like mine, your answer is “Yes”. So when I got an email digest from the ASBO Global Business Network titled “Managing the Day to Day” I was intrigued to discover that there were School Business Officials in other parts of the country who had experienced those same concerns and had advice to consider.

For instance, David Janak from Rapids Area Schools in South Dakota recommends:

1. No matter what system you use, make it your system. Can be paper, electronic, off the shelf or a formal planning product. There is no one size fits all, use what you are confident and comfortable with or it won't get used and your day will become more frustrating, not less.
2. Use the touch once theory. When going through paperwork, mail or the volume of paper that has to cross our desks daily, make a habit to touch it once. Either solve it, file it, delegate it, throw it, or set it to follow up at a later date. Not constantly reviewing the same material makes the piles manageable.
3. Use timelines. A crisis is a crisis and has to be dealt with now, but those are rare. Most tasks can and should be scheduled out on a realistic, yet aggressive timeline for completion or follow-up. Remember, we have five days in a week. Not everything will or should get done today.

4. Get away from your desk for at least 30 minutes each day. You may ask how this will help me manage my day? The answer is simple: we all need a break to go to lunch, walk around the building, or get away from our desks for some time. The brief break allows your mind to regroup and gain

some perspective about what has been accomplished so far. When you get back, you can reassess and reprioritize the remainder of your day to maximize what can get done.

5. Eat the frog first. We all have things we like to do and things we don't enjoy so much. When those things that we find less enjoyable or more challenging appear on the to do list, take them on first when you are fresh and rested. Putting them off till the last when you are tired only makes the work more challenging, and the quality of our results are not as good.

And Claire Hertz, Chief Financial Officer of Beaverton School District in Oregon recommends to:

- Create a to-do list and review daily — keeping important items on the top of the list — these will help me reach my goals for the year
- Remember urgent is not always important — if all she worked on was urgent, she would never get to the more strategic work of the financial leader of the district
- Ignore email for blocks of time to get high level thinking work done — it's easy to be distracted
- Save everything you do electronically — most likely, you will do it again in the future
- Document with notes for tasks to be repeated in the future (She uses cell notes in Excel)
- Schedule weekly meetings with direct reports - give quality time, so they can get their work done
- Empower staff with the ability to make decisions — ask staff what they think we should do when they

Continued on next page

	Urgent	Not Urgent
Important	Crying baby Kitchen fire Some calls 1	Exercise Vocation Planning 2
Not Important	Interruptions Distractions Other calls 3	Trivia Busy work Time wasters 4

The Eisenhower Box

A basic “Eisenhower box” to help evaluate urgency and importance. Items may be placed at more precise points within each quadrant.

All tasks are evaluated using the criteria important/unimportant and urgent/not urgent and put in according quadrants. Tasks in unimportant/not urgent quadrants are dropped, tasks in important/urgent quadrants are done immediately and personally, tasks in unimportant/urgent quadrants are delegated and tasks in important/not urgent quadrants get an end date and are done personally. This method is said to have been used by U.S. President Dwight D. Eisenhower, and is outlined in a quote attributed to him: “What is important is seldom urgent and what is urgent is seldom important.”

“Eisenhower Method.” Wikipedia. Wikimedia Foundation, 12 Apr. 2013. Web. 04 Dec. 2013.

Tech Tip: Of Snow Days and Holidays

By Richard Walker, Trane



Richard Walker

This is the season to save money. Fa la la la la, la la la la.

We're coming right into the teeth of winter and holiday season closures. Winter break, semester break, early release days, parent teacher conferences: all these are on a lot of district calendars in the next couple of months.

Those are the PLANNED days. But then there are the unplanned days as well when the weather outside is frightful.

Each of these days offers us an opportunity to keep energy costs in check.

Let's look at calculating what a "typical day" costs us. The perfect way to check the cost of a typical day is to use your historical data the time around Thanksgiving. Why? Because

your school will be closed the day after Thanksgiving but open the following Monday. Each of these days are non-holidays from the utility charge standpoint, so the energy charges are not holiday rates, but usage will be quite different.

At bottom left, I used Friday, Nov. 23 and Monday, Nov. 26 of 2012. You can see terrific shutdown on the Friday holiday and then a return to normal usage on Monday.

Next I'm going to estimate my bill on each of these days.

In this case, my HOLIDAY On Peak Energy is about 500 kWh @ \$0.07686 thus costing about \$38.43.

My HOLIDAY Off Peak Energy estimate is about 560 kWh @ \$0.05600 thus costing about \$31.36.

A total of about \$70 for that day.

My TYPICAL day On Peak Energy estimate is about 2,900 kWh @ \$0.07686 thus costing about \$222.90.

My TYPICAL Off Peak Energy estimate is about 1,300 kWh @ \$0.05600 for a total of \$72.80.

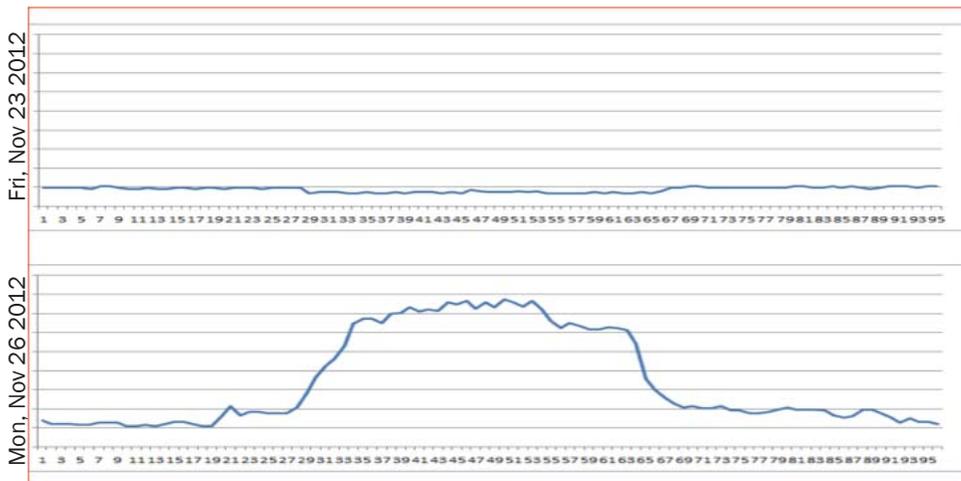
Total for our NORMAL day is about \$300.

You can clearly see the COST of a poorly scheduled building in this case. On just the electrical side we are looking at the difference of \$300-\$70 or \$230. So every day this facility is in unoccupied mode instead of occupied saves this district \$230 in the winter months.

The same can be said of snow days. These days are unexpected and oft times we find that schools are in NORMAL mode on those days. If you have the ability to remotely put those buildings into unoccupied mode, you have a chance to save on those unexpected days as well.

Happy Holidays (and snow days)! 🍷

For more information, email richard.walker@trane.com or call 414.266.5204.



Director's Corner: Managing the Day to Day

Continued from previous page

bring an issue to your attention, most times they already know the answer

- Block out time on your calendar to complete a project
- She uses the end of the day as her quiet time to clear large projects – others may find early in the morning better (see en.wikipedia.org/wiki/80/20_rule)

- Use the Eisenhower method for planning time (see sidebar on page 14)

My reason for sharing these ideas is three-fold. First, it is always reassuring to know you're not alone in the challenges that you experience on a day to day basis. Second, it is great to hear ideas from colleagues regarding strategies that work for them. Third, if you're a member of ASBO, I wanted

to share the availability of this great resource that you might not be aware of. The ASBO Global Business Network is a free resource that connects you to Business Officials from around the world. If you are not an ASBO member, consider it. You never know where the inspiration for a solution to your next issue may come from.

Happy Holidays! 🍷

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TOGETHER**

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education
convention
WASB WASDA WASBO

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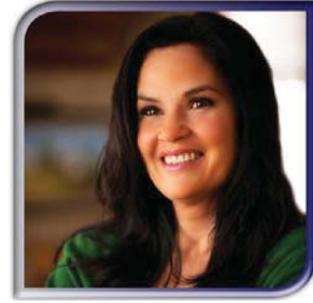
Keynote Speakers



Freeman Hrabowski III



Brad Meltzer



Stacey Bess

Visit WASB.org for more information and to register.

JANUARY 22-24, 2014

Wisconsin Center (Formerly the Delta Center)

MILWAUKEE, WISCONSIN

Legal and Ethical Standards Related to Attendance at the State Education Convention

By Michael J. Julka and Todd J. Hepler, Boardman & Clark LLP, WASB Legal Counsel

Many school districts will be sending administrators and school board members to Milwaukee to attend the annual WASB/WASDA/WASBO State Education Convention (Convention), in January 2014. School district administrators and school board members may have concerns about their obligations to comply with the legal and ethical standards established for local public officials that affect their participation in Convention-related events. This Legal Comment will discuss the Open Meetings Law and the Code of Ethics for Local Public Officials as these laws relate to and govern the actions of administrators and school board members while in attendance at the Convention.¹

Open Meetings Law

Convention participants whose school districts send more than one school board member to the Convention should consider how Wisconsin's Open Meetings Law may impact their ability

to participate in Convention-related activities.² The Wisconsin Attorney General has issued a number of opinions that offer guidance to school board members and administrators with regard to their attendance at conferences, workshops, seminars, and conventions, including, but not limited to, the State Education Convention.

As the Attorney General explained within these opinions, the fundamental purpose of the Open Meetings Law is to ensure that the public has access to full and complete information regarding governmental affairs.³ In order to advance this purpose, generally speaking, all meetings of state and local governmental bodies, including school boards, must be held in locations reasonably accessible to members of the public and must be open to all citizens at all times unless otherwise expressly provided by law. The Wisconsin Supreme Court has held that a "meeting" of a governmental

body, including a school board, occurs whenever: (1) there is a purpose to engage in governmental business, and (2) the number of members present is sufficient to determine the governmental body's course of action (i.e., a quorum, including a walking quorum, negative quorum, etc.).⁴

In one of the opinions on this topic, a writer specifically asked the Attorney General whether the social nature of many activities offered at the Convention allow participants to be exempt from the Open Meetings Law.⁵ It is well-established that a "social or chance encounter" of members of a governmental body is not a meeting of the body requiring public notice and accessibility pursuant to the Open Meetings Law.⁶ Any presumption that the members are present to engage in governmental business is rebutted when members meet in a social setting or by chance. However, according to the Attorney General, the

Continued on next page

WASBO Events at the Joint Convention in Milwaukee

TUESDAY, JANUARY 21

Pre-Convention Workshop Public Involvement in Wisconsin School Finance

2-5 pm, Hyatt Regency D

How do school boards and superintendents engage their communities around the fundamental yet complex issue of school finance? Experience the award-winning Investing in Wisconsin Public Schools™—an interactive tool to bring school district stakeholders together in a discussion about shared community values and school finance. This collaborative activity provides a basic understanding of school finance, including the many relevant factors at the local, state and federal levels, and how they relate to educating children. School leaders will

leave this session having experienced first-hand how powerful this resource can be as an effective community engagement tool. Presenters include practicing school administrators, WASBO members, Wisconsin School Public Relations Association members and WASB staff.

Chilton School District Superintendent Dr. Claire Martin: "Last school year, we used the Investing in Wisconsin Public Schools tabletop exercise with the Board, administration and staff and it has been very well-received. In fact, it has been so successful that we are now hosting monthly community conversations using it, with community interest still growing. I recently sent invitations to our legislators and received responses that two will be

attending our next exercise and two others are interested in attending in the future. I want to commend you and the others involved in developing this tool. It has truly been a valuable investment for our school district and our community."

WEDNESDAY, JANUARY 22

Exhibit Show Visit WASBO in booth #901!

Committee Meetings

Service Affiliate Committee Meeting
10 am - 12 noon
Exhibit Hall, The Commons

Accounting Committee Meeting
1:30-2:30 pm
Hilton Milwaukee City Center

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Legal and Ethical Standards Related to Attendance at the State Education Convention

Continued from previous page

attendance of school board members and administrators at a conference, convention, or seminar, does not constitute a chance encounter because such attendance is pre-planned. Moreover, such attendance is not a purely social gathering because such conferences, conventions, and seminars are designed for school board members to discuss issues related to the responsibilities, authority, power, or duties delegated to or vested in the school district.

Nevertheless, the Attorney General also concluded that attendance at the Convention did not necessarily constitute a “meeting” of the school board. According to the Attorney General, the discussion at the Convention, generally, involves concerns common to all school districts, rather than a discussion about a particular school district’s business. As such, even if the number of school board members present is sufficient to determine the school board’s course of action, the purpose of the gathering is not to engage in the business of the particular school district, but to take advantage of the Convention-related activities. Therefore, the Attorney General has concluded that, by itself, attendance of a quorum of the school board at the Convention does not result in a “meeting” of a governmental body, as defined in the Open Meetings Law.

The Attorney General has warned, however, that, during the Convention and all related activities, including the ride to and from the Convention, when a quorum of the school board or any committee or subunit is present, the members must not discuss business specifically related to the school district.⁷ Moreover, the school board members should not formally attempt to convene during any of the Convention-related activities.

In order to avoid the perception that a school board is violating the Open Meetings Law, many school districts choose to post a notice, in accordance with the board’s policies, that is designed to communicate to the community that a certain number of school board members and/or other school district officials will be attending the Convention. The notice should explain that the school board will *not conduct any school board business* during the trip or at the Convention.

The Code of Ethics for Local Public Officials

Regardless of the number of school board members and/or school district administrators being sent to the Convention to represent the interests of the school district, the Code of Ethics for Local Public Officials should be considered in order to determine how this law may restrict the activities and events in which the school board members and/or school district administrators participate during the trip.⁸

Generally speaking, the Code of Ethics for Local Public Officials prohibits officials (e.g., school board members, district administrators, business managers, etc.) from accepting: (a) items or services of substantial value for private benefit, or for the benefit of the official’s immediate family or associated organizations, if offered because of one’s public position; (b) anything of value that could reasonably be expected to influence the official’s vote, official action(s) or judgment; and/or (c) anything of value that could reasonably be considered a reward for official action(s). The Code of Ethics for Local Public Officials is enforced by the Government Accountability Board.

The Government Accountability Board has opined that an official may attend conventions and participate in convention-related activities, by and large, without violating the

Code of Ethics.⁹ Specifically, while attending a convention authorized by and on behalf of a municipality, including a school district, a local public official may accept meals, refreshments and the like without charge that are provided, sponsored, and/or sanctioned by the event organizer. According to the Government Accountability Board, when a school board authorizes a school district official’s attendance at the Convention, it is fair to presume that the official’s attendance is in furtherance of a public purpose or benefit and that the school board contemplates that the official will partake fully in all the Convention has to offer, including forums and receptions that are sponsored by the event organizer. Given this interpretation, as long as the school board has authorized the school district official’s attendance at the Convention, he or she is not required to pay the cost of meals, refreshments and the like offered during the Convention by its organizers, i.e., WASB, the Wisconsin Association of School District Administrators, and/or the Wisconsin Association of School Business Officials, in order to remain in compliance with the Code of Ethics.¹⁰

However, during the Convention, school district officials must be cautious about accepting food, drinks and/or entertainment, without charge or at less than fair value, that are offered at social events sponsored by entities or organizations other than the event organizers when the entities or organizations may be current or prospective school district vendors. According to the Government Accountability Board, beer, wine, liquor, meals, buffets, and the like have more than token value, and a purely social event, such as a hospitality suite, a happy hour, or a dinner, provides a primary benefit to the official, rather than to the school district that authorized his or her attendance.

Continued on page 41

Five Back Pain Myths You Probably Believe

By Lisa Harlow MS, CES, WEA Trust Care Manager



Lisa Harlow

Editor's note: At the WEA Trust, we look for ways to help employers control costs while making sure employees get the proper care. Many WEA Trust programs target controllable cost drivers for health insurance. Lisa Harlow is a WEA Trust Care Manager who works with members with low-back problems. Lisa makes sure these members know all of their options and get the treatment that is right for them. Her efforts often help prevent unnecessary surgeries, which leads to better health outcomes and saves employers money.

Did you know that low back pain is the leading cause of disability worldwide, according to the 2010 global burden of diseases study? In America, nearly half the workforce reports having back pain symptoms yearly.¹ There are a variety of reasons that back pain affects so many people, but a key factor is our culture surrounding back pain. The following five myths are examples of the misinformation loop that leads many people to improperly treat their back pain.

Myth: Exercise causes back pain.

Fact: Exercise can help treat and prevent back pain.

Exercise is often falsely attributed to back pain and back injury. Strenuous exercise that is done incorrectly can lead to back injury but, overall, exercise is essential to keep backs healthy. Strengthening the muscles in the back, stomach and legs better supports the spine. This means less pressure on the spinal discs, which is a common cause of back pain. According to a 2005 study², the most effective exercise for back pain is simply exercise that is done consistently. Stretching and muscle-strengthening exercises are the most effective individual exercises. Walking regularly is one of the simplest exercises to strengthen the muscles

that support the spine.

Myth: Bed rest is an effective way to treat back pain.

Fact: Bed rest will often make back pain worse.

Sometimes back pain, especially when it is constant, can make us feel helpless. Many think bed rest can alleviate the symptoms. This is wrong! Lying in bed will typically weaken the muscles that support the back. When these weakened muscles combine with the stiffness that comes from long periods in bed, back pain will often worsen. Bed rest may relieve an acute episode of severe back pain, but try to limit the bed rest to only a few hours a day and for no more than two days. Many people are afraid to move during an episode of back pain, but gentle movement is healing.

Myth: Back pain requires prescription medication to treat.

Fact: Some of the best treatments are over-the-counter meds, ice and heat.

If you are experiencing back-pain, a non-steroidal anti-inflammatory drug (NSAID) like ibuprofen can dramatically help reduce pain (check with your doctor to make sure NSAIDs are safe for you). Ice and heat are also effective for treating back pain. Ice should be applied as close to the initial onset of pain as possible. After a few days of ice, a hot compress should be used for brief periods to help loosen and soothe the back. By properly using NSAIDs, ice and heat to treat back pain, many people can relieve their pain without prescription medication.

Myth: Surgery is the best way to treat back pain.

Fact: Surgery is only necessary in a very small number of back pain cases.

Back surgery is often looked to as a quick fix or easy solution to back

pain. This view is misguided, as spine surgery is only the best option in about 1% of cases, after conservative treatment options have failed. Ninety percent of all back pain cases can be resolved by using the conservative treatments that I've discussed. If you exhaust conservative options, talk to your doctor about your next step.

Myth: Back pain is a normal part of aging.

Fact: You don't have to accept back pain.

It is true that our backs can become more prone to some types of injuries as we age. Yet, for the majority of people, back pain does not need to be part of aging or day-to-day life. With self-care and conservative treatments like NSAIDs, ice, heat and regular exercise, most people can relieve their back pain with some time and get back to enjoying life. 🍷

¹ 2. Vallfors B. Acute, Subacute and Chronic Low Back Pain: Clinical Symptoms, Absenteeism and Working Environment. Scan J Rehab Med Suppl 1985; 11: 1-98.

² http://ergonomics.carolwood.com.br/files/2012/08/columa_metaanalise.pdf

“ A journey of a thousand miles begins with a single step”

~ Lao Tzu

Taking the Kilowatt Challenge

By Joseph Marquardt, Director of Business and Human Resources Services,
School District of New London

This article originally appeared in the November 2013 *School Business Affairs* magazine and is reprinted with permission of the Association of School Business Officials International (ASBO). The text herein does not necessarily represent the views or policies of ASBO International, and use of this imprint does not imply any endorsement or recognition by ASBO International and its officers or affiliates.

This is not just another article about energy savings. It's a true success story about saving money on a utility budget without spending money to do so.

In January 2011, we were in the midst of a tumultuous educational climate in Wisconsin. Act 10, the Wisconsin Budget Repair Bill, changed the landscape of public education in the state. School districts throughout Wisconsin were facing significant shortfalls in their budgets because of a reduction in K-12 funding. The bill left the School District of New London with a \$2 million shortfall in its 2011-2012 budget. That amount was about 7% of our operating budget, so we needed to make significant changes throughout the district to combat the shortfall. We needed to get creative and to adhere to our mission statement of success for all students. However, we could not spend any more money to tackle the problem.

At the same time, the board of education was formulating its 2011-2014 strategic plan. One of the strategies the board approved was a focus on sustainability. A goal embedded in this strategy was to aggressively pursue efficiencies and cost containment. Our district was experiencing increased kilowatt usage, and we were seeing potential waste that needed to be reduced. This situation was critical to the business office because we need to be responsible and accountable to our budget and our taxpayers.

Our administrative team believed that before undertaking any major energy-

efficiency projects or entering into performance contracts, we needed to focus first on elements that we could control directly. Thus, the kilowatt challenge and energy efficiency focus were born.

Tools to Reach the Goal

The first step in our plan was to highlight our goal at the budget hearing and have a board-approved freeze in the utility budget. Next, the administrative team established five strategies to reach our goal:

1. Institute two, two-week shutdowns: one during the July 4 holiday and the other during the Christmas holiday week. All buildings went into full shutdown, and few staff members were allowed to work. Heating, ventilating, and air conditioning equipment was limited to what was necessary for building safety. The high school was open a few days because of athletic events, but the other five buildings were closed completely.
2. Give maintenance personnel the freedom to make decisions about HVAC and air-handling units. The schools with computerized controls tightened up schedules and fully used the controls they had at their disposal. Buildings without controls were shut down manually when appropriate.
3. Give each building custodian a Kill A Watt™ meter to measure the kilowatt use of any electrical device in their building.
4. Mandate that staff turn off lights, computers, projectors, and so forth upon leaving a classroom.
5. Bring in a representative from Wisconsin's Focus on Energy program and a local utility representative to give us "low-hanging fruit" suggestions that we could focus on and help us put together a retrofitting plan.



Joe
Marquardt

Results

Along with regular updates on our televised board meetings, we tracked kilowatt use on our district website and publicized the two buildings that reduced the most kilowatts. We provided incentives to those buildings in the form of a stipend toward an energy-efficiency device.

We had hoped to reduce kilowatt use, but we did not know the degree of success we were going to have. During this challenge, kilowatt consumption declined by 12.6%, or 512,000 kilowatts. That reduction represented a total savings of over \$50,000 in the 2011-2012 fiscal year! The district's annual electrical budget is \$435,000, so underspending that amount by \$50,000 was truly an accomplishment.

What's Happening Today?

We did not have a challenge during 2012-2013, but we continued to reduce our kilowatt use by another 2% district wide. And we kept our best practices in place. Over two fiscal years, we had a 14% reduction in kilowatt use for a total savings of about \$57,000. Our budget for three consecutive years for utilities (including natural gas) has remained flat. These energy savings have allowed us to fund energy-efficient capital projects.

It's amazing what can happen when you give autonomy to building staff and get them thinking about saving energy. The district has been recognized for our savings. And although we are not the first district to do this, we can still celebrate this accomplishment with extreme pride.

Change is difficult in any organization. Our change was so exciting because we saved precious resources for the classroom without spending any money up front. 🍷

Joseph Marquardt is the recipient of a 2013 Pinnacle of Achievement Award. Email: jmarquar@newlondon.k12.wi.us

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To learn more, please contact Kim Hertz, Aegis Corporation,
1.800.236.6885 or kim@aegis-wi.com

Upcoming WASBO Events

Professional Development

WASB-WASDA-WASBO State Education Convention

January 21-24, 2014, Wisconsin
Center, Milwaukee
(Viterbo Credit)

Save with
Professional
Development Coupons
WASBO.com/coupons

DPI-WASBO-WCASS Federal Funding Conference

February 24-25, 2014, Kalahari, Wisconsin Dells (Viterbo Credit)

WASBO Facilities Management Conference

March 13-14, 2014, Kalahari, Wisconsin Dells (Viterbo Credit)

WASBO Transportation & Bus Safety Conference

March 13, 2014, Kalahari, Wisconsin Dells (Viterbo Credit with
Facilities Management Conference)

p-Card User Group

March 18, 2014, Marriott Madison West, Middleton

WASBO Accounting Conference

March 19-20, 2014, Marriott Madison West, Middleton
(Viterbo Credit)

WASBO Spring Conference

May 20-23, 2014, Kalahari, Wisconsin Dells (Viterbo Credit)

WASBO Custodial & Maintenance Conferences

June 19, 2014, Black River Falls Middle School, Black River Falls

June 19, 2014, Glenn Hills Falls Middle School, Glendale

July 16, 2014, Antigo High School, Antigo

July 23, 2014, Oaklawn Elementary School, Oshkosh

Scholarship Fundraisers

Spring Golf Outing

May 21, 2014 - Trappers Turn Golf Course, Wisconsin Dells

Certified School Risk Managers (CSRM)

Courses (Viterbo Credit)

Fundamentals of Risk Management

February 4, 2014 - Best Western, Oshkosh

Handling School Risks

February 5, 2014 - Best Western, Oshkosh

Measuring School Risks

April 1, 2014 - Best Western, Oshkosh

Funding School Risks

April 2, 2014 - Best Western, Oshkosh

Administering School Risks

June 17, 2014 - Best Western, Oshkosh

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The 2013 Municipal Bond Market: Reversion to the Mean

By Brian Brewer, Managing Director, Robert W. Baird & Co.



Brian Brewer

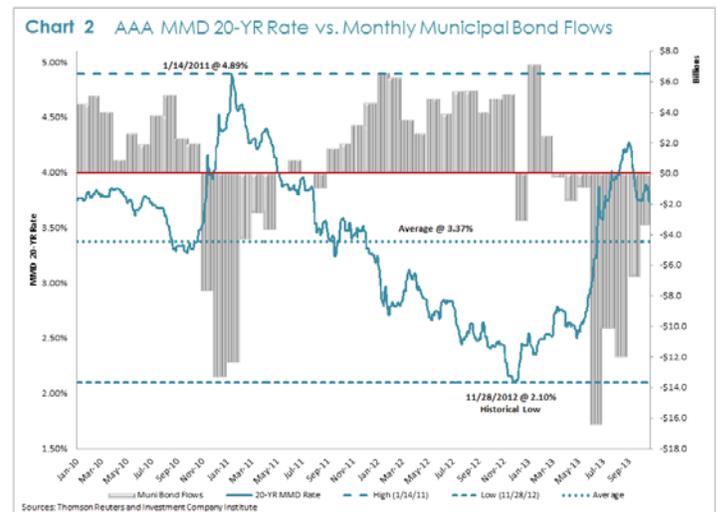
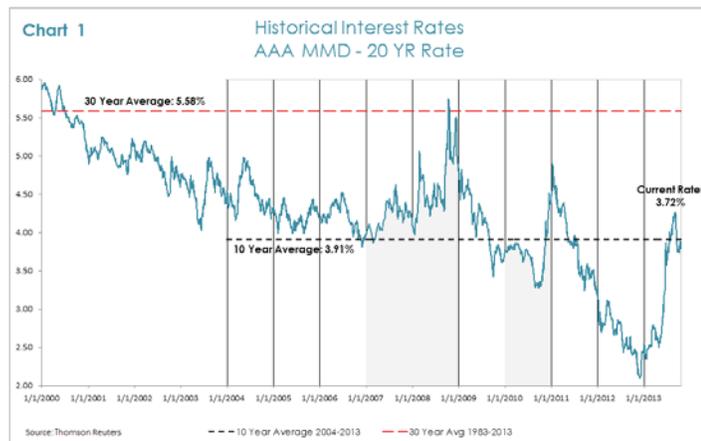
Interest rates on municipal bonds continued the downward slide that began in September, thanks to the fiscal action – or inaction – of the Federal Reserve and slower-than-projected growth in job creation. The number of new jobs for September had both fallen from August’s numbers and was lower than economists’ consensus expectation. The disappointing jobs data, coupled with the expected negative impact of the government shutdown on the U.S. economy, have converged to lower economists’ projections for GDP growth and interest rates.

The temporary measures used to reopen the federal government included delaying the decision to raise the debt ceiling until February 2014. The repeated delays in reaching a long-term federal fiscal solution to U.S. debt have created uncertainty among long-term investors and contributed to lower rates. The 20-year rate on the AAA Municipal Market Data Index* is 3.80% as of October 31, a decline from the 2013 high of 4.27% reached in September (see chart 1).

Despite the recent downward trend, 2013 is on pace to be the first year since 2010 in which interest rates on December 31 will be higher than they were on January 1, something that had occurred just three times in the past decade. This trend toward higher interest rates represents a reversion to the mean for long-term borrowing after two years of historically low rates. Chart 1 also shows that despite the sharp increase in municipal bond rates in 2013, the current level remains near the historical average for the past 10 years (3.91%) and well below the average over the past 30 years (5.58%).

fixed income securities in the open market – commonly referred to as Quantitative Easing, or QE3. Collectively these factors soured investor sentiment toward owning municipal bonds, impacting the supply-and-demand balance in the marketplace. Dwindling investor demand for municipal bonds was outpaced by the supply of new bond issues, leading to lower prices and higher rates.

One way to visualize the waning demand for municipal bonds is to look at the weekly inflows and outflows of investor funds in all municipal bond funds. Since June there have been 22 consecutive weeks of net fund outflows among all municipal bond funds.** Chart 2 shows the movement in the 20-year rate since the beginning of 2010, overlaid with the monthly net flow of funds into and out of municipal bond funds.



Supply and Demand

The movement toward higher municipal bond interest rates was fueled by many factors, including a rise in Treasury interest rates and record performance by the stock market. It was also propelled by the Federal Reserve board, which signaled it was considering tapering its active buying of

Impact on Investor Demand

So why did investors move away from municipal bonds? One logical cause of the decrease in demand is that other investment options were available that provided an opportunity for greater return. Also, many investors had seen Detroit’s filing for bankruptcy and other high-profile defaults from around the country and come to view municipal bonds as riskier than they once were. There is also a perceived lack of transparency in financial performance that muddles the promise of municipal bond repayment. (It should be noted that the implementation of the MSRB’s EMMA disclosure website, emma.gov, and enhanced regulatory focus on continuing disclosure practices have helped improve access to municipal issuer information.) Finally, the 30-year rise in municipal bond prices has led some investors to assume the run is over

Continued on next page

The 2013 Municipal Bond Market: Reversion to the Mean

Continued from previous page

– given that their current levels are being supported by artificial demand created by QE3, there may not be much room for continued price appreciation.

Planning Considerations for 2014

For 2014, the consensus economic forecasts compiled by Bloomberg*** project 2–3% real GDP growth, less than a 2% change in the Consumer Price Index year-over-year and continued slow and steady improvement in the unemployment rate. These forecasts, coupled with market expectations for less aggressive Federal Reserve Board actions on tapering, led economists to project that interest rates for U.S. Treasury securities will remain relatively stable through the second quarter of 2014 before moving higher by year-end.

Some key takeaways have emerged for school districts that plan to raise capital in the next year through municipal

bonds. First, interest rates are still very low, which offers a reduced financing cost for referenda and other school borrowings. Reviewing a school district's outstanding debt profile will be necessary to determine if refinancing opportunities will be available to assist with debt levy management. The likelihood of eventual rising interest rates makes it imperative to review ongoing financial management practices and pre-plan for maintaining or improving a district's long-term bond credit rating. Last, it is important to develop procedures for filing any required continuing disclosure information in a timely fashion on the EMMA website. 📌

Sources:

*Thomson Reuters

**Investment Company Institute

***Bloomberg

For more information, email bbrewer@rwbaird.com or call 414.298.7030.

WASBO Events at the Joint Convention in Milwaukee

Continued from page 17

WEDNESDAY, JANUARY 22

Idea Exchange Sessions

The Budget Cycle

8-9 am, Wisconsin Center 101A

This session will reference the WASB/WASBO's *The Budget Cycle Handbook*, which is available at the Convention Bookstore.

Self-Funding Your District's Health Plan in Light of Health Care Reform

8-9 am, Wisconsin Center 202C

Green and Healthy Schools

8-9 am, Wisconsin Center 201B

Cash Reserve/Long Term Fiscal Health

1:30-2:30 pm, Wisconsin Center 101A

What Does a Facilities Manager Do?

1:30-2:30 pm, Wisconsin Center 201A

SAA Legislative Update

1:30-2:30 pm, Wisconsin Center 103C

The School Finance Puzzle: What Can and Can't Board Members Influence?

1:30-4 pm, Wisconsin Center 202AB

Utilizing Health Clinics to Manage Healthcare Costs

3-4 pm, Wisconsin Center 201CD

Establishing a Health Cooperative

3-4 pm, Wisconsin Center 202C

THURSDAY, JANUARY 23

Exhibit Show

Visit WASBO in booth #901!

Idea Exchange Sessions

A Tour of Wisconsin's House of School Finance

8:45-11:15 am, Wisconsin Center 103C

Long-Range Planning for Facilities

8:45-9:45 am, Wisconsin Center 101B

It's Risky Business Not Having a Risk Management Plan

8:45-9:45 am, Wisconsin Center 201CD

Not on My Watch

8:45-9:45 am, Wisconsin Center 201B

Pros and Cons of Act 32 and Performance Contracting

10:15-11:15 am, Wisconsin Center 203DE

Understanding Revenue Limits

10:15-11:15 am, Wisconsin Center 101B

What to Take Away from Your Fiscal Audit Report

1:45-2:45 pm, Wisconsin Center 203AB

Understanding State Equalization Aid

1:45-2:45 pm, Wisconsin Center 101B

WASBO Luncheon

12-1:15 pm, Hilton Milwaukee City Center, Empire Ballroom

Committee Meeting

Spring Conference Planning Committee Meeting

1:30-3 pm
Hilton Milwaukee City Center

FRIDAY, JANUARY 24

Idea Exchange Sessions

The Impact of Vouchers on Public Schools

8-9 am, Hilton Wright C

School Finance Roundtable/Open House Q&A

8:15-10:15 am, Hilton Empire Ballroom

School Finance Literacy and Community Engagement

Brainstorm to improve budget meetings grew into hands-on learning activity used across the state to explain school finance and budgeting

By Scot Ecker, Associate Vice President and Controller, Carthage College, Kenosha



Scot Ecker

This article originally appeared in the November 2013 *School Business Affairs* magazine and is reprinted with permission of the Association of School Business Officials International (ASBO). The text herein does not necessarily represent the views or policies of ASBO International, and use of this imprint does not imply any endorsement or recognition by ASBO International and its officers or affiliates.

A confused, bored, overwhelmed, and glassy-eyed audience—that was what I was trying to avoid in an upcoming budget presentation. Like most states, Wisconsin has a school finance system that is difficult to understand. The complex and ever-evolving school funding formula is based in large part on student enrollment, property values, and the consumer price index. Furthermore, the revenue and expense streams of individual school districts in our state can vary substantially, depending on a community's demographics and historical spending choices.

Each year, school districts in Wisconsin are required by statute to hold a community-wide annual meeting or budget hearing. Often, large groups of constituents attend these annual meetings and then vote then and there on a local tax levy for the year. The local school business official has the task of presenting a complicated school budget and the proposed tax levy to the audience.

In preparation for this annual meeting, I wondered whether I could present this crucial information in a way that would be easily understood by a broad range of stakeholders, regardless of their financial knowledge. What could I do that would evoke discussion, generate action, and inspire change? There had to be something better than PowerPoint.

Financing Our Future

At ASBO International's Annual Meeting in September 2010, I attended a breakout session called "Financing Our Future: A Tool for Community Engagement." Presented by Dan Romano, it explored ways to create and use authentic community engagement and introduced a teaching/learning tool focused on school budgeting and finances.

A discussion with two colleagues from my state who also attended the session led us to agree that the tool seemed to have potential for teaching stakeholders about—and engaging them in—school district finances. But it would need to be customized for individual school districts, which would be cost prohibitive for each of us.

During the next several months, though, I began to wonder whether the tool could be customized to meet the needs of the entire state, yet be localized at the school district level and made available to all school districts cost-effectively.

At the time, I was a board member of Wisconsin ASBO, and I pitched the idea to our executive director and the other board members. During the winter of 2010, they gave me the go-ahead to explore the opportunity, which I did. In June 2011, I invited ASBO affiliate members (both practicing school business officials and service affiliates)—as well as representatives from our state's school board association, school public relations association, and the state department of education—to an information session. About 40 people attended.

In August 2011, our ASBO affiliate hosted another preview event, and some core believers emerged. This initial group of practicing school

business officials and representatives from the state ASBO affiliate, state school board association, state public relations association, and our state's department of education became the project development team.

Spreading the Word

We began working with Dan Romano, who presented the session at the ASBO Annual Meeting, to develop Wisconsin's first-ever statewide school finance learning tool, *Investing in Wisconsin's Public Schools*. What began as a brainstorm to improve budget meetings grew into a hands-on learning activity used across the state.

We launched *Investing in Wisconsin's Public Schools* in March 2012, and it was adopted quickly. In just over a year, more than 500 parents, community members, board members, teachers, and school administrators have participated in the learning sessions.

Wisconsin ASBO and the Wisconsin Association of School Boards use the tool at state conferences and conventions. Thirty-three school districts (nearly 10% of the districts in the state) and several regional cooperatives use it for learning and community engagement. Several universities have added it to the curriculum in their graduate programs for school administration.

Because this tool can engage a broad base of any population, it provides a new platform for building a solid foundation between the community and the school district.

Timeless, Functional

We spent a great deal of time designing this tool so it could be

Continued on next page

WERC Enjoined from Enforcing Unconstitutional Parts of Act 10

By Kyle J. Gulya and James R. Korom, von Briesen & Roper, S.C.

On Monday afternoon, October 21, 2013, Dane County Circuit Court Judge Juan Colas held Commissioners of the Wisconsin Employment Relations Commission in contempt for enforcing Act 10's annual union certification elections. Judge Colas granted an injunction barring WERC from enforcing provisions of Act 10 he previously found unconstitutional in September 2012. The injunction applies to "anyone, anywhere in the state," and WERC's efforts to implement Act 10's unconstitutional provisions must cease and be reversed. Judge Colas also ordered WERC to recognize the Kenosha Education Association as the certified bargaining representative for teachers in the Kenosha Unified School District. Following this decision, WERC issued notice halting the annual certification elections for school district bargaining units pending an appeal of Judge Colas's decision. WERC also stated these elections may very well begin on November 1 as scheduled.

Employers should remember that Judge Colas's original decision in September 2012—which is presently on appeal before the Wisconsin Supreme Court—did not hold Act 10 unconstitutional in its entirety. Instead, Judge Colas only found the following narrow statutory sections created by Act 10 as unconstitutional:

- **Restricting Mandatory Bargaining over Wages to only Total Base Wages.** This statutory provision prohibited bargaining with general municipal employee unions except about the issue of wages and only "total base wages" up to a CPI cap and specifically excluded bargaining over any other compensation including overtime, premium pay, merit pay, and other forms of compensation.

- **Referendums regarding Bargaining Above the Total Base Wages CPI Cap.** These statutory provisions required that a referendum be held before the employer could bargain increases in total base wages above the CPI cap.
- **Limiting Fair Share Agreements to only Public Safety and Transit Employee Unions.** This statutory definition limited fair share agreements to only transit employee and public safety unions.
- **Dues Deduction and Requiring Annual Recertification Elections.** These statutory provisions restricted an employer from deducting union dues from employee pay and then remitting payment to the Union, and also required annual recertification elections of unions.
- **City Of Milwaukee Pension Plan Employee Contribution.** This statutory provision required a pension contribution of the employee share by City of Milwaukee employees to the City's pension system.

The primary substantive elements of Act 10 have remained intact—most notably, the limitations on bargaining over only "wages" with a General Municipal Employee union and the lack of any interest arbitration process to "force" settlements with the union. This means the employer still retains the unilateral ability to manage and control work environments. Additionally, the current practice of negotiating with general municipal employee unions in good faith until an impasse is reached and then implementing the employer's last best final offer, absent a voluntary agreement, is the process that remains. Bargaining with General



Kyle Gulya James Korom

Municipal Employees is also still limited to "wages," and may still be limited to "Total Base Wages." Moreover, even if Judge Colas's decision is not stayed pending the appeal, fair share and dues check off are now likely only permissive, not mandatory, subjects of bargaining, so agreement on those subjects must still be reached before they become effective.

We expect that several employers will be contacted by local union leadership and bargaining unit representatives demanding to immediately commence bargaining with a general municipal employee union over subjects of bargaining unrelated to total base wages. The complex issues associated with ongoing litigation of Act 10 in the federal courts and before the Wisconsin Supreme Court necessitate that each community carefully prepare its strategy for responding to the union.

When a request to bargain is made, the smartest approach the employer can continue to take is to inform the union that the employer will confer with management and decide on an appropriate course of action for bargaining. The employer should decide the scope of bargaining that best reflects its interests, but the employer should never refuse to bargain. We anticipate many employers will continue to take the position that they will follow Act 10 as it is written until they are embroiled in litigation and a judge tells that employer otherwise.

The law also does not require employers to take knee-jerk reactions in response to a demand to bargain. In 2012, the WERC in Public Utility Commission of the City

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WERC Enjoined from Enforcing Parts of Act 10

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of Richland Center, Dec. 33281-B, found an employer did not refuse to negotiate with a union when it took a “wait and see” approach to labor negotiations immediately following the announcement and litigation surrounding Act 10 in Spring 2011. WERC’s assessment of the litigation climate following the announcement of Act 10 is similar to the current climate as the Wisconsin Supreme Court prepares to address Judge Colas’s decision in November 2013 and issue a decision, probably in 2014. In that decision, WERC stated:

With the imminent adoption of Act 10 clearly the strategy and approach to be used by both sides would be dramatically different. Had the injunction not temporarily halted implementation the parties would have been bargaining over increases in base wage rates and nothing else. After the injunction temporarily halted the implementation there was certainly the possibility that either the Court of Appeals or the Supreme Court would lift the injunction, thereby permitting the publication of the law. It was also well within the realm of possibilities that the appellate courts would have applied a decision upholding the law retroactively thereby rendering a collective bargaining agreement reached after March 21, 2011 void as to any subject other than base wages.

. . . . We cannot however criticize a party that made a conscious decision to await the final resolution by the Supreme Court before engaging in continued bargaining. This is particularly true when the employer is a small utility sensitive to the needs of its rate payers. The union did not offer to treat Act 10 as being fully in force and had it done so, this might be a different case. The employer could have gone through the motions of several

meetings to drag the process out until the Court resolved the issue but who would have benefited from that approach? Even if we assume that the parties here could have reached an agreement there may have been subsequent legal challenges to the agreement itself. The temporary suspension of bargaining in these small units was a prudent course of action.

. . . . In our judgment this cautionary approach simply cannot be deemed to be a refusal to bargain. Our decision is not intended to authorize protracted delay or other tactics designed to avoid the duty to bargain. It is simply a recognition of the fact that it

is poor public policy to require employers and employees to make important decisions without a clear understanding of the law governing this relationship.

Many employers have moved forward from collective bargaining agreements and have implemented employee handbooks, modified health insurance plans, and conducted wage studies. Even if an employer is confronted with a request to bargain, an employer should still be able to achieve their desired results and continue their well-calculated and thoughtful decisions due to the absence of interest arbitration. 📌

For more information, email kgulya@vonbriesen.com or jkorom@vonbriesen.com.



WASBO Career Center

Connecting school business professionals with the leading employers in Wisconsin.

The WASBO Career Center is a dedicated search and recruitment resource for school business professionals and employers in Wisconsin. We offer simple and easy-to-use tools to make searching for career opportunities and finding qualified professionals fast, more efficient, and more successful than ever before.



Tools for Job Seekers

The WASBO Career Center gives job seekers access to inside opportunities available only through the association and provides the tools needed to quickly find and apply for jobs.

Advanced Job Search

Find the most relevant jobs from top school districts throughout Wisconsin.

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Stay up-to-date on the latest opportunities by receiving automated notifications.

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Create an anonymous profile and resume to quickly apply for jobs and have employers come to you.

Advantages for Employers

Employers can fill positions faster and at a lower cost than other job websites by reaching a highly qualified and targeted audience of school administration professionals.

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Target WASBO members and job seekers committed to the advancement of school administration and support professions.

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Reduce recruitment costs with flexible, affordable posting options.

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Take advantage of search, email and online advertising options to recruit candidates.

Visit the WASBO Career Center

Discover the difference the WASBO Career Center can make for you.

To search jobs, post jobs or learn more, visit:

www.wasbo.com/jobs



Using the WASBO p-Card

Over Utilization and Under Utilization Concepts in Relation to your Corporate (Overall) Credit Limit

By David H. Wintczak, VP, Senior Relationship Manager - North American Public Sector, BMO Financial Group/BMO Harris Bank N.A.

Over Utilization

It is very logical and common to have your corporate limit equal the sum of the credit limits for all cards in your program. (Example: corporate limit of \$50,000. Five cards each at \$10,000 credit limit.) However, if you find yourself "ping ponging" credit limits too often, you can have the combined individual card limits total more than your corporate (whole district) limit. (Example: Corporate limit of \$50,000. Five cards each at \$20,000 credit limit = \$100,000 in over utilization.) At your discretion this concept could be applied to just a couple of your cards as needed. PLEASE NOTE... in this scenario the corporate limit is still only \$50,000. Regardless of the over utilization, once the combined purchases on all cards reaches \$50,000 all cards will be declined. So as long as you are keeping close tabs during your billing cycle on what purchases were already made, pending/authorized purchases, and your corporate limit stays below \$50,000 you should not have any issues with getting declined.

DOL (details Online®) can assist you in keeping track of your purchases already made of course. All your internal controls are still in place. i.e. cardholders should not be making purchases without your approval/ authorization etc. Some districts over utilize with certain key cardholders such as A/P, IT Dept., or Business Manager to name a few.

Under Utilization

Just like over utilization, under utilization of your corporate limit is also allowed. (same example scenario: corporate limit of \$50,000. Five cards each at \$5,000 credit limit = under utilization of \$25,000). The remaining \$25,000 of corporate limit is still there, but not available to any card for purchasing in this scenario until a Program Administrator makes that change.

CAFR (Comprehensive Annual Financial Reports

As you finish your annual audit, please do not forget

to send your FYE 2013 CAFR to pcard.reviews@bmo.com. Every district is required to submit the annual audit each year.

Gift Cards

If you are giving out seasonal gift cards to your employees you can purchase them with your WASBO p-card anywhere they are available such as Walgreens, Target, Walmart, etc.

Client Services Is There For You

As Program Administrators for your district, keep in mind you have the BMO Harris Client Services Center at 800.844.6445 dedicated to assisting Program Administrators with all your day-to-day p-Card program management needs. i.e. reports, card adds/deletes, details Online, etc. They are open Monday through Friday from 8 am to 8 pm CST to help you and your district. 🍷

WASBO Foundation 2014 Scholarship Program

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Deadline
March 3, 2014**





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Wisconsin Association of School Business Officials
4797 Hayes Road, Suite 101, Madison, WI 53704
(P) 608.249.8588 (F) 608.249.3163 WASBO.com

DPI Talking Points for November/December 2013

By Erin Fath, Assistant Director, School Finance Team, Wisconsin Department of Public Instruction

Reminder for budgeting – new categorical aid programs in 2013-14 / 2014-15:

1. Per Pupil Aid: \$75 per member in 2013-14 and \$150 per member in 2014-15 – use Line 6 from Revenue Limit worksheet to estimate aid (payments to districts on the 4th Monday of March)
2. A 2014-15 blank executable and a 2014-15 pre-populated Revenue Limit worksheets are available on the “Revenue Limit for Budget and Planning” page: \$75 per pupil adjustment, low-revenue ceiling remains at \$9,100.

Common School Fund/School Library Aid

For 2013-14 budgeting purposes, the PI-1505 Report has been populated with districts’ 2012-13 census figures and a per-student amount of \$24.50

School Finance Literacy and Community Engagement

Continued from page 25

The organizations and districts that have used the tool report that they have saved time and budget dollars by using this at-the-ready resource, minimizing the decades-old frustration of trying to convey the complex finance issues of school districts to people who don’t have a strong grasp of finance.

After Investing in Wisconsin’s Public Schools was launched, I still wanted to improve my annual meeting presentation. In October 2012, I put the tool to use at our district’s annual meeting and created a web version for community members who could not attend. The web version is available for viewing on YouTube: www.youtube.com/watch?v=7RAivB4Glxw&feature=youtu.be.

Scot Ecker is the recipient of ASBO International’s 2013 Pinnacle of Excellence Award. Email: secker@carthage.edu

to estimate the Common School Fund revenue that will be allocated to districts (Addendum A82 – Common School Fund Allocation Estimate). DPI will issue an estimate of the 2013-14 School Library Aid to districts in January 2014.

2013 Summer School FTE Report

There is still time to review your district’s summer school fees to ensure that the summer school pupils are countable under state law. Fees cannot exceed cost of summer school if pupils are to be counted as summer school pupils. Districts are reminded that summer pupil counts may not be adjusted after the 2012-13 membership audits are announced (late January 2014). If you determine that your district has charged too much in fees, this is the time to find a way to reimburse the pupil’s family if necessary (examples: provide a credit to the pupil’s food account; provide a consumable good to the pupil).

Upcoming Conferences, Workshops

January 21-24 – 2014 Joint Education Convention, Milwaukee



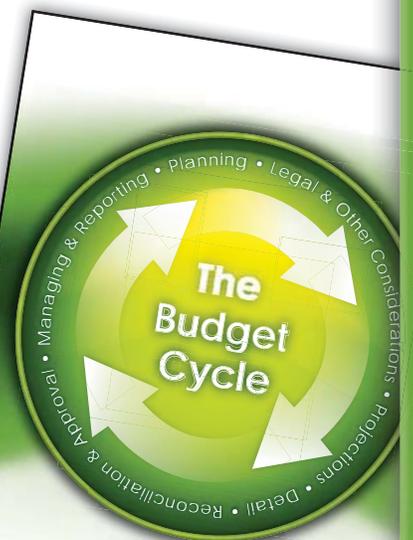
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Wisconsin School Awarded Gold-LEED Certification

By Tom Frederick, Business Development Team, MahlerClean
Vice-Chair of Communications, Southeast Wisconsin Chapter of IFMA



Tom Frederick

What initially began in 2008 as a conscientious effort to reduce their school's energy consumption resulted in a local middle school "leading" the way to gold. In 2013 Glen Hills Middle School, a 178,000 square-foot school built in 1970, became the first pre-existing Wisconsin school to become awarded a Gold-LEED Certification.

The project was a cooperative effort by public and private sectors sparked by the Glendale-River Hills School District's facility management team of Jim Beckmann and Don Bruening. "We never went into this process going for LEED Certification," admitted Jim Beckmann, Director of Operations for the district. As school budgets tightened, the team looked for innovative ways to reduce operational expenses involving the middle school.

The team began to promote an energy conservation program and enlisted the help of teachers and school officials as a means to save money on operation and utility costs. Incremental modifications to lighting systems, along with the installation of low-flow toilets and a white roof on the three-story school proved to be energy-saving investments. The building is also equipped with an energy-saving



Below:
Glen Hills
Middle School



roof-top solar collection system which heats the school's swimming pool. Over the course of implementing these changes the team reduced the school's energy footprint and watched its Energy Star Rating skyrocket.

By all measures the energy project was successful before LEED was even on the radar. The team recorded nearly a 30% improvement in their Energy Star Rating and recorded approximately \$19,000 in operational savings as a result of the school's eco-friendly efforts. Then in 2011 the conversation involving LEED began as Beckmann and Bruening started

working with Meighan Forrer and Jason Gilbert of Transwestern Sustainability Services to learn where the school stacked-up performance-wise in relation to LEED criteria and among other similar facilities across the state.

Transwestern found the school was positioned well for the next step towards LEED Certification, but the biggest challenge for Glen Hills was the cost related to making it happen. Application fees and studies can range up to \$50,000 which is a huge expense for an organization like the Glendale-River Hills School District. However, working collectively with the U.S. Green Building Council, the Wisconsin Green Building Alliance and the Transwestern Sustainability Team, the school's facility team was able to conduct preliminary studies to measure the building's performance and learn if their systems required recalibration, replacement and predict a return on investment. The study uncovered that adjustments in run times, scheduling and modest repairs would increase building efficiency and reduce overhead even greater than initially predicted making LEED Certification a financially viable move for the district.

In a letter to Beckman congratulating the team's collective efforts, CEO S. Richard Fedrizzi of the USGBC writes: "Schools have always been a major part of my focus at USGBC and while I love to see the designs for modern, green schools, it's our existing schools where we see the greatest opportunity to make a difference."

The building was awarded their Gold LEED certification last spring and has continued to implement operational practices and features for future certification purposes. 🍷

This article is reprinted from the Oct. 2, 2013 edition of *Noteworthy*, the IFMA Southeast Chapter online newsletter: sewifma.org

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Court of Appeals Denies Stay of Contempt Order

By Nancy Pirkey, Buelow Vetter Buikema Olson & Vliet, LLC

On Monday afternoon, Nov. 4, the Court of Appeals denied a motion for a stay sought by the Commissioners of the Wisconsin Employment Relations Commission (WERC). Had a stay been granted, the contempt order issued by Judge Colas would have been held in abeyance and the WERC could have held recertification elections for school district employees this month. Instead, the WERC must delay these elections indefinitely.

Background on the Decision

On September 14, 2012, Dane County Judge Juan Colas issued a decision holding three sections of Act 10 unconstitutional; specifically, the limit on bargaining to “base wages” only; the prohibition on dues deduction; and the requirement that unions undergo annual recertification elections. The Colas decision has been appealed and oral arguments are scheduled before the Wisconsin Supreme Court for November 11, 2013. After Judge Colas issued his decision, the WERC continued to apply the terms of Act 10 to all labor unions, except the two plaintiffs in the case (Madison Teacher Inc. and Public Employees Local 61).

Pursuant to Act 10, the WERC recently published rules requiring all labor unions representing school district employees to file a petition for recertification by August 30, 2103; the rules specifically excluded the plaintiffs in the lawsuit from participating in the election process. Those bargaining units where petitions were filed were scheduled to vote this month, from November 1 to 21. If a labor union did not file a recertification petition by August 30, 2013, then that bargaining unit was decertified in accordance with Act 10.

Six labor unions who were not a party to the original case filed a motion to hold the WERC Commissioners in contempt because they continued to apply all provisions of Act 10 to

non-party unions. On October 21, 2013, Judge Colas issued an order holding the WERC Commissioners in contempt for enforcing those provisions of Act 10 that the court held unconstitutional. As a remedy, Judge Colas enjoined the WERC from holding recertification elections in November, ordered that the WERC refund any fees paid by labor unions that filed for recertification, and ordered the WERC not to enforce those sections of Act 10 that the court held unconstitutional. The Attorney General then filed a motion for a stay with the Court of Appeals, arguing that the Colas decision is not in effect statewide, and that the WERC should be permitted to continue with the scheduled recertification elections.

The Court of Appeals Decision

On Monday, the Court of Appeals denied the motion for a stay, concluding that the WERC Commissioners had not met their burden to prove irreparable injury and/or substantial harm. The Court recognized that any delay in the recertification election process was temporary because the Supreme Court has scheduled oral arguments and will be issuing its decision in the next several months. The Court noted that the WERC Commissioners identified certain injuries that would occur if the recertification elections were delayed, but the labor unions identified other injuries that would occur if bargaining units were decertified as a result of elections later held to be unconstitutional. On balance, the Court held “the claimed injuries and harms to be in roughly equal balance on each side.” The Court also found that the trial court did not abuse its discretion when it issued the contempt order.

Impact of this Decision

Based on this latest ruling, it is clear (for the moment) that the WERC

cannot enforce those provisions of Act 10 that the Colas decision held unconstitutional. The most immediate impact of this decision is that recertification elections will not be held for school employees this month, and likely not in the spring for municipal employees. Employers will have to wait for the Supreme Court to issue a decision before employees will be allowed to vote on union representation through a recertification election.

We expect that labor unions will demand bargaining over subjects other than “base wages” based on a broad reading of the Colas decision. We advise that employers continue to reject these attempts, since Act 10 is not in effect outside of Dane County. However, we expect that labor unions will use the Colas decision and the small window of opportunity it presents to try to leverage bargaining over more than base wages. We recommend you consult with your labor attorney before responding to any demand to bargain or reinstatement of the expired terms of any collective bargaining agreement.

The WERC does have the right to appeal this decision to the Supreme Court, but has a very short time period in which to do so. We will continue to update you as this matter develops.

If you have any questions or concerns, or would like to discuss this latest decision further, please contact Nancy Pirkey at 262.364.0257 or npirkey@buelowvetter.com.

This Legal Update is intended to provide information only on general compliance issues and should not be construed as legal advice. Please consult an attorney if you have any questions concerning the information discussed in this Legal Update.

Mark Your Calendar to Attend WASBO Professional Development! Registration Coming Soon at WASBO.com

WASBO/WCASS/DPI Federal Funding Conference



February 24-25, 2014

Kalahari Resort & Conference Center
Wisconsin Dells, WI

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WASBO Transportation & Bus Safety Conference



March 13, 2014

Wisconsin Dells, WI

Kalahari Resort & Conference Center

Who Should Attend?
Transportation Directors,
Contractors,
Business Managers,
District Administrators

Register at
WASBO.com/transportation



16th Annual WASBO Facilities Management Conference



March 13-14, 2014

Kalahari Resort & Conference Center
Wisconsin Dells, WI

Who Should Attend?

Facilities and Maintenance Directors, Safety
Directors, Business Managers, District
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Attendee & Exhibitor Registration at
WASBO.com/facilities



WASBO Accounting Conference

March 19-20, 2014

Marriott Madison West
Middleton, WI

Register at
WASBO.com/accounting

Who Should Attend?

Business Managers, Directors of
Finance, Bookkeepers, Accountants,
District Administrators, Human
Resources



Sponsorship Opportunities for each conference at WASBO.com

Foodborne Pathogens Lurking in Unexpected Places

Courtesy of School IPM 2015

Foodborne pathogens cost an estimated \$152 billion annually in the US. Microorganisms responsible include *E. coli*, salmonella, avian flu and *Listeria monocytogenes*, a deadly pathogen and major food industry concern. *Listeria* affects 2,500 people in the US annually, resulting in an estimated 500 deaths. Salmonella causes close to two million illnesses a year and roughly the same number of deaths as *Listeria*.

Listeria is of particular concern both for its high mortality rate and its ability to thrive under harsh conditions. The bacterium can multiply rapidly and form a protective “biofilm” which makes it more difficult to kill using sanitizers or disinfectants. *Listeria* bacteria flourish on cutting boards, floor drains, floor mats and other frequently wet areas. Hard-to-reach and thus infrequently cleaned surfaces on floors and walls, under and behind equipment and other fixtures are also frequent harborage for *Listeria* and

other pathogens. *Listeria* can survive temperatures as low as 41 °F and is undetectable by look, smell or taste.

Floor drains are particularly important to clean regularly to prevent pathogen growth. Floor drains rarely get the same attention as food contact surfaces such as display cases, refrigerators, countertops and sinks. However *Listeria* and other pathogens can easily spread from floor drains to other areas on shoes, food or other objects dropped on the floor, or with the help of pests such as fruit flies, drain flies, ants or cockroaches.

Kitchen staff should clean from the floor up and be aware of the need to clean floor drains.

Drain cleaning practices can sometimes spread pathogens through airborne droplets formed when contaminated drains are scrubbed with brushes or pads. It is important to train food service staff to minimize spread. For example, all food should be



A clean drain (left) compared to a dirty drain (below).



put away prior to cleaning drains, and drains should be cleaned first, before food preparation surfaces.

For a good online resource on food safety, visit the Food Safety Magazine website at www.foodsafetymagazine.com.

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Stepping Out

By Don Mrdjenovich, Retired WASBO
Executive Director



Don
Mrdjenovich

Although we do some stepping out during the holiday season, I'd like you to think about a different kind of "stepping out." Not that there is anything wrong in having a good time, but a good time is all about you and those you care to include. This is the time of year to make a special effort to step out of your life and into the lives of others. We spend most of our time and treasure focusing on the happiness and welfare of ourselves and those we love and those who are important to us. It is not easy to step out of that comfort zone and step into the lives of others.

I am reminded of the Good Samaritan who came upon the Jew who had been beaten, robbed and left lying on the dirt road. He had been twice passed by two other Jews,

one a high priest and the other of lesser station in the Jewish hierarchy. There was little love lost between the Samaritans and the neighboring Jews, yet this "Good Sam"

"This is the time of year to make a special effort to step out of your life and into the lives of others."

stopped and gave aid. He cleansed the man's wounds, soothed them with olive oil and bound them. He took the man to an inn and paid for his lodging and food, telling the innkeeper he would pay any additional cost on his return trip.

He stepped out of his life and entered, in a helpful and merciful way, into the life of a stranger. This time of year we are made even more aware of those among us who are in need. The homeless, the hungry, the ill, the lonely, the grieving, the depressed, and the list goes on. It is not always easy to step out and lend comfort and support to those in need. They most often live outside of the lives we have created for ourselves, but it has been my experience that every time I have done it, it has enriched my life.

We don't have to go to a shelter or a food pantry. In many instances we don't even have to leave our place of work or our own neighborhoods. We don't have to wait for the holiday season either, but this is a special time of year when we have numerous opportunities to make that special effort.

Stepping out and sharing a part of our lives with others is one of the most meaningful and appreciated gifts we can give, and the best part is what we carry back into our own lives. It's a win-win and a gift we can give to ourselves. Happy holidays to you and the lives you touch. 🍷

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WASBO at the ASBO Annual Meeting Boston, MA, Oct. 23-25, 2013

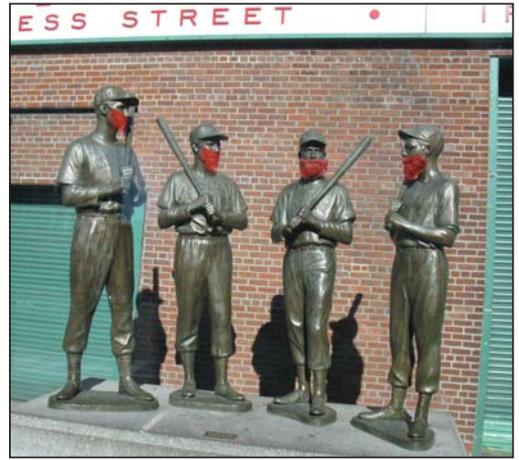
WASBO attendees were honored to support fellow colleagues at the ASBO International Annual Meeting. Two of this year's Pinnacle Award winners were from Wisconsin: Scot Ecker and Joseph Marquardt.

We thank the following Service Affiliates for their support at the ASBO Annual Meeting:

Conference Shirts - American Fidelity Assurance Company



Wisconsin Gathering - National Insurance



The Red Sox and the Cardinals were in the World Series when ASBO was in town.



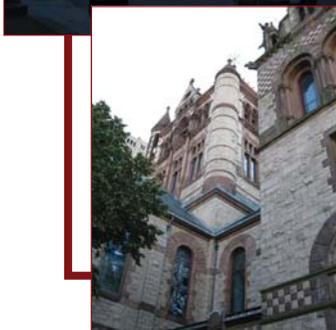
Scot and Ann Ecker (left) and Joseph and Becky Marquardt (below)



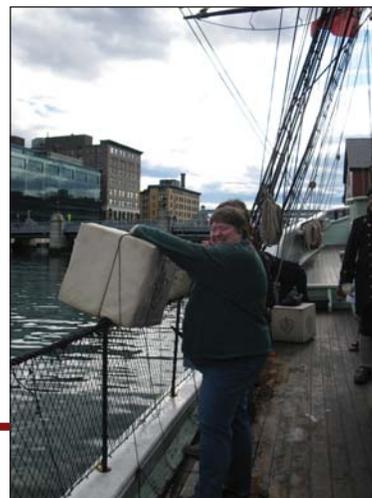
ASBO Board members including WASBO's Tom Wohlleber (third from left in front row) are sworn in during the general session.



WASBO members gather during the annual meeting.



From the site of the oldest public school in the nation.



WASBO President Lynn Knight joins in the Boston Tea Party.



MIDWEST Facility Masters CONFERENCE

The 6th annual Midwest Facility Masters Conference was held at the Kalahari Conference Center in Wisconsin Dells on Nov. 14-15. Attendance continued to grow this year with 333 attendees and 91 exhibiting companies. Attendees came from Illinois, Minnesota, Iowa, Missouri, New Mexico, and Wisconsin. In addition to Jim Bearden's keynote on Personal Accountability, there were over 70 breakout sessions to choose from. We would like to thank our sponsors for helping to make this another outstanding professional development opportunity:

Platinum Sponsors: Johnson Controls and Siemens



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Idea Exchange and breakout sessions



Thursday's exhibit show



Friends of the Dude Off to the Races event



Book Review: Finnish Lessons

By Pasi Sahlberg

Review by Orvin R. Clark, EdD, RSBA, Chair, Graduate Council,
Educational Leadership Department, University of Wisconsin - Superior



Orvin R. Clark,
EdD, RSBA

Finnish Lessons written by Pasi Sahlberg focuses on what the world can learn from educational change in Finland. He is the leading authority on Finland's distinctive educational reform strategy. Sahlberg grew up in a Finnish educational family. He taught in the Finnish school system and then at the university level. From there, he went on to oversee the professional development strategy for the Ministry of Education. He left Finland for a position with the World Bank, where he developed the capacity to understand, interpret, and provide systemic support for countries in Eastern Europe, Central Asia, North Africa, and the Middle East. In addition to publishing a range of key scholarly articles on Finland, he also wrote a definitive report on Finland for the World Bank.

Finnish Lessons is 145 pages in length divided into five chapters: The Finnish Dream – Equal Educational Opportunities, the Finnish Paradox—Less is More, the Finnish Advantage—The Teachers, the Finnish Way—Competitive Welfare State and Is the Future Finnish. While the Finnish Lessons hold great promise, they call for patience not quick fixes. In this age of immediate results, education requires a different mindset. Reforming schools is a complex and slow process. Steps must be grounded in research and implemented in collaboration by academics, policy makers, principals and teachers. The United States, as well as other countries (England, Sweden, Norway and France), is where public education is increasingly challenged because of the endemic failure to provide adequate learning opportunities to all children. Tough solutions are not adequate. Tightening control over schools, stronger accountability for student performance, test-based accountability, more data, abolishing teacher unions, opening more charter schools and race-to-the-top mentality are not the resolution to these problems—quite the opposite. There is another way to improve education systems. This includes improving the teaching profession, limit testing to the minimum, placing responsibility and trust before accountability with educational leaders (including teachers). These are common education policy themes of the high performing countries. Finland has a unique educational system because it has progressed from mediocrity to being a model contemporary educational system and strong performer over the past three decades. The true Finnish difference is that teachers may exercise their professional knowledge and judgment in their schools. They control curriculum, student assessment, school improvement and community involvement. Teaching has become the number one profession for young Finns —

above medicine and law. The primary teacher education in Finnish universities is one of the most competitive choices of study.

Literacy is the backbone of Finnish culture. Teaching is congruent with the core values of Finns, which include social justice, caring for others and happiness. It is clear teachers have obtained both high professional and social status in Finland.

The first two decades after World War II were politically turbulent in Finland. Political consensus was a precondition to reforms including the educational systems. The educational change in Finland can be described in terms of three phases:

- Rethinking the theoretical and methodological foundations (1980s)
 - Conception of knowledge
 - Conception of learning
 - Methods of teaching
 - Curriculum
- Improvement through networking and self-regulated change (1990s)
 - Values
 - Learning community
 - Networking
 - Evaluation
- Enhancing efficiency of structure and administration (2000-present)
 - Basic education
 - Structures
 - Productivity
 - Indicators of quality

After a couple of decades of discussion and debate, a new school was born: *Peruskoulu* (pe.rus.ko.ul.u) meaning the Finnish 9-year comprehensive school system. The central idea of *peruskoulu* was to merge existing grammar schools, civic schools, and primary schools into a comprehensive 9-year municipal school with the following structure:

- The first four grades would be common to all pupils (primary level).
- Grades 5 and 6 would constitute a middle school where pupils choose to focus on either practical subjects or foreign languages.

Continued on next page

Book Review: Finnish Lessons

Continued from previous page

- Grades 7 through 9 would have three streams (lower secondary level):
 - vocational and practical orientation,
 - an “average” track with one foreign language,
 - or an advanced stream with two foreign languages.

This meant that all students regardless of their domicile, socioeconomic background or interests would enroll in the same 9-year basic schools governed by local education authorities. The upper secondary school (Grades 10-12) was divided into two sections:

- General upper secondary school
- Vocational upper secondary school

After the 12th grade, the General upper secondary school pupils went to the University or vocational college while the Vocational upper secondary school pupils went to vocational college or work. Sometimes there was a crossover for some vocational college pupils to move to the university.

The comprehensive school reform triggered the development of three particular aspects of the Finnish education system:

First, bringing all the children together (equal opportunity principle) in the same school and classes required a fundamentally new approach to teaching and learning.

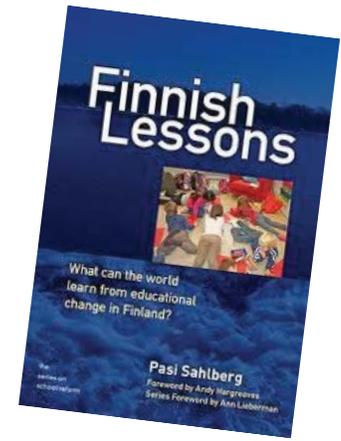
Second, career guidance and counseling became a compulsory part of the comprehensive school curricula in all schools.

Third, teacher education emphasizing professional development, focusing on research-based teacher education and requiring Master Degrees was critical to the change.

In essence, the idea of equal educational opportunities and involvement of teachers in educational change have positively impacted the quality of learning outcomes. The Programme for International Student Assessment (PISA) includes three academic domains—mathematics, science and reading literacy. Finland was one of the highest performing nations in the Organization for Economic Cooperation and Development (OECD). The Finnish *sisu* is a cultural trademark that refers to strength of will, determination, and purposeful action in the face of adversity, coexists with calmness and tenderness. Therefore, to put the Finnish Educational Model in perspective a few more comparatives may be in order:

- Equity & Cooperation v. Choice & Competition
- Public Schools v. Conversion to Private Schools (Charter & Vouchers)

- Personalized Learning v. Grade Repetition
- Teach Less, Learn More v. Teach More, Learn Less
- Sample-Based Testing v. Test-Based Accountability
- Thematic Assessments v. Common Core Standards
- Salary Ladder v. Performance Based Pay



The Finnish Model may be difficult to adopt due to cultural and poverty conditions variances among countries; however there may be a few lessons to be learned in establishing respect for teachers, strengthening public schools (not Charters and Vouchers), and developing learner centered education (rich curriculum in the arts & sciences). The choice is transformation or revolution. *Finnish Lessons* is an excellent book for those that want to learn more about “common sense” education. 🇫🇮

Say "Yes" to Dual Benefits

When you renew with your affiliate ASBO, check the box for ASBO International Membership. With one payment, you can participate in both organizations—doubling the tools, resources, and colleagues you can call on to help you in your everyday responsibilities. Together, we can effectively manage resources to give every child the power of education.

With the increasing responsibilities and fewer staff, the help and expertise that I gain through ASBO membership is priceless.
Peter Willcoxon Sr., RSBA, White Bear Lake Area Schools (MN)

 Association of School Business Officials International www.asbointl.org

Konze Lived to Make Each Day the “Best Day Ever”

By Kent Ellickson, Director of Business Services, Sparta Area School District

No matter what the day brought, good or bad, Joel Konze always made each day the “Best Day Ever” as he would respond when asked how his day was going.

Joel Konze passed away unexpectedly as a result of a car accident on October 18. Joel was Supervisor of Buildings and Grounds for the Sparta Area School District. He worked for the district since 1986, starting as a custodian and a bus driver and eventually becoming Buildings and Grounds Supervisor. In addition to serving the Sparta Area School District, Joel was a member of the Melrose-Mindoro School Board for over 10 years.

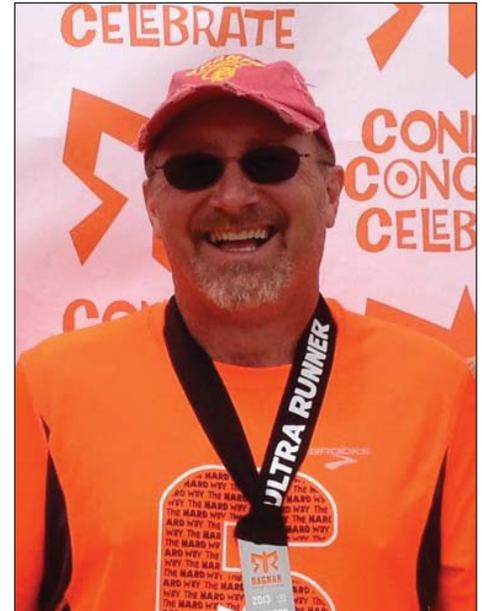
Joel was active with both WASBO and WSSCA. He earned his WASBO Facilities Manager Certification. He was well liked by his peers and always willing to share information and experiences with his colleagues.

Joel enjoyed farming and raising his beef cattle, coaching, riding horses with his wife, fishing, and coaching sports in both Melrose-Mindoro and

Sparta. At the age of 47, he took up marathon running. Joel completed his 20th marathon on October 12.

The manner in which Joel tragically left this world at age 53 was both too early and too sudden. It was arguably one of the most challenging of times for those who were influenced by him. However, the tragedy provided an opportunity to reflect on how he touched the lives of many. Sparta High School’s gymnasium hosted over 1,000 mourners for Joel’s visitation and service. A few weeks after Joel’s passing, a group of his friends decided to organize a run between the school forest and the Konze farm. It quickly blossomed into a full-scale event with over 200 “Best Day Ever” t-shirts sold.

There have been endless stories of Joel shared in the past weeks. These stories describe a humble and caring person who never uttered negativity, cared so much about the schools and community, treated others with fairness and respect, quietly motivated others, and continually asked what else he could do to help. It goes



Joel Konze

without saying that a man who lived with the goal of making each day the “Best Day Ever” has truly lived the best life possible and is an inspiration to us all.

Joel is survived by his wife Nancy, and his three children: Justin, Nicholas, and Stacie. 🍷

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Student Scholarship Honors Joel Konze

The Facilities Management Conference Student Scholarship, sponsored by Stalker Flooring Inc. and SchoolDude.com, has been renamed to honor Joel Konze. The \$4,000 scholarship is awarded to a deserving high school student in the state of Wisconsin.

The 2014 scholarship application will be available in December 2013. The deadline for applications is March 3, 2014.

Legal and Ethical Standards Related to Attendance at the State Education Convention

Continued from page 18

district, should not accept food, drinks and/or entertainment, without charge or at less than fair value, from current or prospective vendors because receipt of such items of value could serve as the basis for an allegation that the items influenced the officials' decisions regarding the purchase of goods or services from the vendor.

Thus, a school district official is advised to avoid attending an event that is purely social, sponsored by a current or prospective vendor of the school district, and provided to the official without charge or at less than fair value. This is true even if the event is identified in the Convention program or in the Convention materials. That said, the school district official may attend such an event and avoid a Code of Ethics violation, by paying the vendor for the full cost of the meal, refreshments and the like offered at the event.

Finally, while attending the Convention, a school district official may accept educational or informational materials, prizes or other giveaway items for the purpose of conveying the item to the school district for the use or benefit of the school district. However, if the school district official wishes to keep the item for himself or herself, the item must be of nominal or insignificant value, in contrast to an item of merchantable value, in order to remain compliant with the Code of Ethics. The statute does not establish a specific dollar value as a "merchantable" value. The determination of whether an item has more than token or inconsequential value is left to the official's discretion. That said, the Government Accountability Board has opined that some tote bags, caps, t-shirts, mugs, pens, rulers, refrigerator magnets, and key chains containing a company logo are likely to be of inconsequential value; while other items, including jackets and watches, are likely to have more than inconsequential value, i.e., merchantable value.

Furthermore, school district policies may address the issue of the receipt of gifts by school district officials. Accordingly, before the official accepts a prize or other giveaway item from a vendor exhibiting at the Convention, it is important for the school district official to review and apply the school district's policy on the subject to determine whether he or she may keep the item.

Conclusion

The Convention offers the opportunity for school district administrators and school board members to obtain new information about the latest products, services, and developments in education. However, in doing so, it is important for them to be aware of the rules and requirements of the Open Meetings Law, as well as to understand and recognize how the Code of Ethics for Local Public Officials regulates when they may accept food, drink,

or other items of value, without charge or at less than fair value, and when such acceptance will be problematic. Moreover, under no circumstances should receipt of any such items influence the decisions of the school district officials. Finally, it is also important for school district administrators and school board members to review local school board policies for additional, more restrictive rules about Convention attendance and participation, and to direct any additional questions or concerns to the school district's legal counsel. 🍷

ENDNOTES

- * Reprinted with permission, *Wisconsin School News*, Wisconsin Association of School Boards, November 2013. This *Legal Comment* was written by Michael J. Julka and Todd J. Hepler of Boardman & Clark LLP, WASB Legal Counsel. If you have questions, email mjulka@boardmanclark.com.
- 1. For additional information on related topics, see Wisconsin School News: "The Government Accountability Board" (March 2008); "Compliance with Wisconsin's Open Meetings Law, Part I" (September 2004); "Compliance with Wisconsin's Open Meetings Law, Part II" (October 2004).
- 2. Wis. Stat. s. 19.81 et seq.
- 3. See, e.g., Office of the Attorney General, Informal Opinion to Clifford Miller (May 25, 1977).
- 4. State ex rel. Newspapers v. Showers, 135 Wis. 2d 77, 97, 398 N.W.2d 154 (1987).
- 5. Office of the Attorney General, Informal Opinion to Donald MacTaggart (May 25, 1977).
- 6. Wis. Stat. s. 19.82(2); see, also, Wisconsin School News: "Meeting or Chance Encounter? The Wisconsin Supreme Court Interprets the Open Meetings Law" (September 1993).
- 7. Office of the Attorney General, Informal Opinion to Beatrice Weiss (January 20, 1981).
- 8. Wis. Stat. s. 19.59 et seq.
- 9. At its January 2009, meeting, the Government Accountability Board reaffirmed 1992 Wis. Eth. Bd. 31 (November 25, 1992), wherein the Ethics Board concluded that a vendor should not sponsor a river cruise for local public officials if more than an insignificant number of the officials attending are responsible for making or approving purchasing decisions that could involve the vendor's goods.
- 10. 1993 Wis. Eth. Bd. 8 (November 3, 1993).

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WASBO.com/mentorship



Welcome New Members

October 2013 - November 2013

District Professional Members

- **Angie Boland**, Administrative Secretary, North Crawford
- **Donald Erickson**, Director of Maintenance and Custodial Services, Germantown
- **Randel Fink**, Director of Operations, Wisconsin Lutheran
- **Doug Franzen**, Facilities Director, Kewaskum
- **Kara Holden**, Finance Director, Unity
- **Scott Johnson**, Director of Buildings & Grounds, West Salem
- **Richard Kiedrowski**, Facility Manager, Elmbrook
- **Billie Jo Mohn**, Facility Services, Germantown
- **Charles Norton**, Superintendent, Westby Area
- **Shannon Tadiello**, Director of Business Services, North Lakeland
- **Nadine Wienczek**, Operations Supervisor, Oconomowoc Area
- **Ann Marie Wuest**, Accounts Manager, Hartford UHS

Service Affiliate Members

- **Maureen Joy**, R&R Insurance Services
- **Benjamin Mahin**, Service Coordinator, WL Hall Co.
- **Scott Schroeder**, Honeywell Energy Services Group
- **Jeff Thiel**, Account Executive, R&R Insurance Services
- **Rick Walker**, Trane
- **Mary Wegner**, Regional Sales Manager, Axis Communications

Seeking Board of Directors Candidates



The WASBO Nominating Committee is seeking candidates for two elected Director positions on the WASBO Board of Directors. The names of the candidates are required to be presented to the membership at the WASBO Business Meeting as part of the January State Education Convention. Any active WASBO member who desires to have their name placed on the ballot should contact a member of the Nominating Committee before Dec. 31, 2013.

Sincerely,

WASBO Nominating Committee Co-Chairs

Mary Ellen Van Valin, vanvalinm@milton.k12.wi.us

Tom Wohlleber, twohlleber@mcpasd.k12.wi.us

Nominating Committee Members

Bob Avery, Beaver Dam (Board Liaison)

Mike Garty (Retired)

On the Move

- **Shelley Eilbes**, from Bookkeeper, Green Lake to Payroll and Benefits Coordinator, Hartford UHS
- **Karen Kucharz-Robbe**, from Comptroller, Janesville to SFS Consultant, Wisconsin Department of Public Instruction
- **Jon Novak**, from Business Manager, Iola-Scandinavia to Business Manager, River Valley
- **Roger Price**, from retired to Consultant, Wisconsin Association of School Boards
- **Mark Worthing**, from Business Manager, Edgerton to Director of Business Services, Cambridge

Retirements

- **Dennis Wald**, Director of Physical Plant, Wausau

Keep us Posted!

Retiring? Contact us before you leave so we can update your member type to retired and get your contact information. We want to keep in touch! If you are interested in being added to our interim list, send an email to Woody Wiedenhoft at wwiedenhoft@wasbo.com.

Changing Districts? Be sure to update your profile at WASBO.com so you don't miss any communications. Call 608.249.8588 if you need help.

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Stay Connected



Volunteer at the State Education Convention

Watch for emails soliciting volunteers to staff the WASBO booth and seeking trained table coaches to assist with sessions featuring Investing in Wisconsin Public Schools.

Share Your Best Practices

Once again, the WASBO Accounting Conference will feature the Collaborating for Change contest sponsored by Key Benefit Concepts. Submit your best practice for consideration by your peers. Entries also will be considered for the 2014 Business Services Award sponsored by Robert W. Baird & Co.

Award Nominations

WASBO Professional Recognition Award application materials will be available this month and will be due March 3, 2014. Be thinking about who you

may want to nominate as a top-notch professional in your district or regional. New This Year: Safety, Security & Wellness grant program, sponsored by M3 Insurance. For more information on the WASBO Professional Recognition Program, go to WASBO.com/awards.

WASBO Foundation Scholarship Applications

Each year the WASBO Foundation and our Service Affiliate Scholarship Sponsors give out thousands of dollars in scholarships to several deserving high school graduates and one to a student in the School Business Management Masters Program. Scholarship application materials will be available this month and are due March 3, 2014 to the WASBO office.

Coupons Let You Attend WASBO Conferences for Less

Professional development coupons allow you and your district colleagues to attend WASBO conferences at a

15-25% savings. Coupons are only transferrable between employees of the same school district, and must be used by June 30, 2014. Find out more at WASBO.com/coupons.

Network by Participating on a WASBO Committee

Meet professional school colleagues and service affiliates, share ideas, enhance WASBO services and enrich your professional development and that of your peers! Serve on a WASBO committee. To sign up for one of the many WASBO committees, go to WASBO.com/committees.

p-Card User Group Opportunity

Mark your calendar and register to attend the free Wisconsin ASBO p-Card User Group Meeting on March 18, 2013 – the afternoon before the WASBO Accounting Conference at the Marriott Madison West in Middleton. 🇺🇸



Available Statewide

Employee Handbooks = New Post-Employment Options

LET'S TALK!

ALL-IN-ONE SOLUTION

The **Wisconsin OPEB Trust** program, from CESA 6, has options to manage, analyze and innovate the right post-employment benefit choices for your school district including health reimbursement accounts (HRA).



www.wiopeb.com

Contact:
Dave Van Spankeren
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dvanspankeren@cesa6.org



**Wisconsin Association of School
Business Officials**
4797 Hayes Road, Suite 101
Madison, WI 53704

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Upcoming Events - WASBO.com

Professional Development

WASB-WASDA-WASBO State Education Convention
Jan. 21-24, 2014, Wisconsin Center,
Milwaukee (Viterbo Credit)
DPI-WASBO-WCASS Federal Funding Conference
Feb. 24-25, 2014, Kalahari, WI Dells
(Viterbo Credit)
WASBO Transportation & Bus Safety Conference
March 13, 2014, Kalahari, WI Dells
WASBO Facilities Management Conference
March 13-14, 2014, Kalahari, WI Dells
(Viterbo Credit)
p-Card User Group Meeting
March 18, 2014, Marriott Madison West,
Middleton
WASBO Accounting Conference
March 19-20, 2014, Marriott Madison
West, Middleton (Viterbo Credit)
WASBO Spring Conference
May 20-23, 2014, Kalahari, WI Dells
(Viterbo Credit)
Scholarship Fundraisers
Spring Golf Outing
May 21, 2014 - Trappers Turn Golf Course,
WI Dells

Certified School Risk Managers (CSRM)

Courses (Viterbo Credit)
Fundamentals of Risk Management
Feb. 4, 2014 - Best Western, Oshkosh
Handling School Risks
Feb. 5, 2014 - Best Western, Oshkosh
Measuring School Risks
April 1, 2014 - Best Western, Oshkosh
Funding School Risks
April 2, 2014 - Best Western, Oshkosh
Administering School Risks
June 17, 2014 - Best Western, Oshkosh
Committee Meetings
Accounting
Jan. 22, 2014, 1:30-2:30 pm, in
conjunction with the State Education
Convention in Milwaukee
Midwest Facility Masters Conference
Feb. 13, 2014, 10 am (conference call)
Safety & Risk Management
All meetings at 12 pm, WASBO Offices,
Madison. Jan. 14, 2014; April 8, 2014;
Aug. 12, 2014
School Facilities
All meetings at 9:30 am, WASBO Offices,
Madison. Jan. 14, 2014; April 8, 2014,
Aug. 12, 2014

Service Affiliates

Jan. 22, 2014, 10 am-noon, in
conjunction with the State Education
Convention in Milwaukee
Spring Conference
All meetings at 2 pm, WASBO/Conf. Call
unless otherwise noted.
Jan. 23, 2014, 1:30-3 pm, in conjunction
with the State Education Convention in
Milwaukee; Feb. 13, 2014; March 18, 6
pm, Middleton; May 1, 2014

WASBO Business Meeting

January 23, 2014, WI Center, Milwaukee
May 23, 2014, Kalahari, WI Dells

Board of Directors Meetings

February 12, 2014 Beaver Dam
April 9, 2014 Pewaukee
June 12, 2014 WASBO, Madison

Leadership Team Meetings

Jan. 8, 2014; March 5, 2014; May 14,
2014

Buildings & Grounds Group Meetings

Coulee Region - First Thursday of the month.
Meetings start at 10 am.
Jan. 2, 2014

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Milwaukee Metropolitan- Meetings are the third
Thursday of the month. Jan. 16, 2014;
Feb. 20, 2014

Regionals Check WASBO.com for details.
Bay Area/Northeast - Meetings start at 11 am.
Feb. 7, 2014, DePere; April 4, 2014,
Fond du Lac; May 30, 2014, Manitowoc

Madison Area - Meetings start at 9 am.
Feb. 7, 2014; April 4, 2014; May 2, 2014
Northwest - Meetings start at 10 am at
Lehman's Supper Club in Rice Lake. Jan.
8, 2014; Feb. 5, 2014; March 5, 2014;

April 2, 2014; May 7, 2014; June TBA
Southeast - Meetings from 12-2:30 pm.
Jan. 10, 2014; Feb. 7, 2014; April 18,
2014

Southwest - Meetings start at 12:30 pm. at
CESA 3. Feb. 26, 2014; April 23, 2014
West Central - Meetings from 10 am - 1 pm
at Sparta Area SD Admin & Education
Center. Jan. 2, 2014; Feb. 6, 2014; March
6, 2014; April 3, 2014; May 1, 2014; June
5, 2014

WI Valley - Coffee at 9 am, Meeting at 9:30 am.
Feb. 14, 2014, Stevens Point; March 14,
2014, Auburndale/Stratford; April 18,
2014, Minocqua; June 19, 2014, D.C.
Everest; Aug. 15, 2014, Antigo