



**AGENDA**

Wisconsin Rapids Public School District - Board of Education

510 Peach Street

Wisconsin Rapids, WI 54494

(715) 424-6701

**Business Services Committee**

John Benbow, Jr., Chairman  
Katherine Bielski-Medina, Member  
Larry Davis, Member  
John A Krings, President

**July 5, 2016**

LOCATION: Board of Education Conference Room A

TIME: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Business Services
  - A. 66.03.01 Inter-District Agreement – Approval
  - B. District Interschool Delivery – Discussion and Possible Action
- IV. Updates and Reports
  - A. Purchases – Update
  - B. Application for Fuel Up to Play 60 Grant – Update
  - C. Host Site for AmeriCorps Farm to School – Update
- V. Agenda Items

The Wisconsin open meetings law requires that the Board, or Board Committee, only discuss subject matter that is noticed on their respective agendas. Persons wishing to place items on the agenda should contact the District Office, 424-6701, prior to the meeting date to make appropriate arrangements.

With advance notice, efforts will be made to accommodate the needs of persons with disabilities by providing a sign language interpreter or other auxiliary aids, by calling 424-6701.

School Board members may attend the above Committee meeting(s) for information gathering purposes. If a quorum of Board members should appear at any of the Committee meetings, a regular School Board meeting may take place for purposes of gathering information on an item listed on one of the Committee agendas. If such a meeting should occur, the date, time, and location of the Board meeting will be that of the particular Committee as listed on the Committee agenda.



BACKGROUND

Wisconsin Rapids Public School District - Board of Education

510 Peach Street

Wisconsin Rapids, WI 54494

(715) 424-6701

**Business Services Committee**

John Benbow, Jr., Chairman  
Katherine Bielski-Medina, Member  
Larry Davis, Member  
John A Krings, President

**July 5, 2016**

LOCATION: Board of Education Conference Room A

TIME: 6:00 p.m.

I. Call to Order

II. Public Comment

III. Business Services

A. 66.03.01 Inter-District Agreement – Approval

The Virtual program operated by the District has attracted a number of students from School Districts around the State. The Department of Public Instruction does not allow open enrollment into the Wisconsin Rapids Virtual program, however non-resident students are allowed into the program, provided the resident School District agrees to a cooperative 66.03.01 agreement. Any additional cost to provide Special Education services under each agreement remains the responsibility of the resident School District.

The District with which we need an approved 66.03.01 agreement at this time is as follows:

Students In

Necedah – 14 students – grades 4K, 2, 4, 5, 6, 7, 10, 11, 12, – Virtual

The administration recommends the 66.03.01 cooperative agreement for students attending the Virtual program from the Necedah School District as listed be recommended for approval to the Board of Education.

B. District Interschool Delivery – Discussion and Possible Action

The District currently contracts with an outside service to provide daily interschool mail delivery and Food Service meal delivery from Lincoln High School to various elementary schools in Wisconsin Rapids.

As Administration works to increase security in all District school buildings, some concerns have developed regarding who holds keys that access a number of those buildings. A possible solution to the concern would be to have District employees provide interschool mail and Food Service deliveries.

The administration will be recommending to the committee a proposal that we believe to be cost neutral and would bring interschool mail and Food Service deliveries in house.

## Business Services Committee Meeting Background – July 5, 2016

### IV. Updates and Reports

#### A. Purchases – Update

Listed as Attachment A are copies of a purchase from Mid-State Technical College for transcribed credits, SRI Consultants for work on insurance claims, M W Tighe Roofing for roof repairs, and Complete Control for technician services.

#### B. Application for Fuel Up to Play 60 Grant – Update

The Food Service Department is planning to submit an equipment grant through Fuel Up to Play 60 for the following schools: Grove, Howe, Lincoln, Mead and Rudolph, for a total of \$16,470. The equipment requests include a reach-in freezer for Grove, a milk cooler for Mead, a milk cooler for Lincoln, a "grab and go" lunch station for Lincoln, a salad bar for Rudolph, lunch trays for Mead, and service trays and carts for Howe. There is a limit of \$5,000 per school which limits the type of equipment we are able to request.

#### C. Host Site for AmeriCorps Farm to School – Update

The Food Service Program was approved to be a host site for two part-time AmeriCorps Farm to School Members for the 2016-17 school year. One of the members will focus on Nutrition Education and the other will focus on Community Outreach, which includes school gardens, Farm to School events, and local food procurement. The hiring and supervision of these members will be a collaborative process between Lizzie Severson, Food Service Director, and the Farm to School Leads at the Wood County Health Department. We are currently accepting applications for the two AmeriCorps positions and the posting is on the WRPS website under Non-Certified Vacancies:  
<http://www.wrps.org/humanresources/ncjobpositions.cfm>.

### V. Agenda Items

Committee members will be asked which agenda items from the Committee meeting will be placed on the consent agenda for the regular Board of Education meeting.

INVOICE

Please Remit To:

MID-STATE TECHNICAL COLLEGE  
500 32ND STREET NORTH  
WISCONSIN RAPIDS WI 54494



Page: 1

Invoice No: MSW28594

Invoice Date: 06/13/2016

Customer Number: MST100082

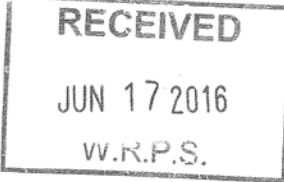
Payment Terms: 20 Days

Due Date: 07/03/2016

Bill To:

WISCONSIN RAPIDS SCHOOL DISTRICT  
ACCOUNTS PAYABLE  
510 PEACH STREET  
WISCONSIN RAPIDS WI 54494

AMOUNT DUE: 108,313.80 USD



Amount Remitted

Return top portion with remittance

Line	Adj	Description	Quantity	UOM	Unit Amt	Net Amount
		Transcripted Credit Contracts 2015-16 HS Contact: Eric Siler				
1		Customized Instruction #146246 Fisheries, Forestry, & Wildlife Resources - 67139	1.00	EA	8,719.20	8,719.20
2		Customized Instruction #146253 Metal Fabrication - 67133	1.00	EA	10,478.16	10,478.16
3		Customized Instruction #146255 Microsoft Office Intro - 67131	1.00	EA	5,316.48	5,316.48
4		Customized Instruction #146254 Metals & Machining - 67138	1.00	EA	7,484.40	7,484.40
5		Customized Instruction #146223 Medical Terminology - 67079	1.00	EA	18,812.16	18,812.16
6		Customized Instruction #146251 Marketing Principles - 67125	1.00	EA	27,189.00	27,189.00
7		Customized Instruction #146248 Infant & Toddler Development - 67080	1.00	EA	2,862.72	2,862.72
8		Customized Instruction #146247 Infant & Toddler Development - 67082	1.00	EA	3,680.64	3,680.64
9		Customized Instruction	1.00	EA	3,051.72	3,051.72

MID-STATE TECHNICAL COLLEGE  
500 32ND STREET NORTH  
WISCONSIN RAPIDS WI 54494

For billing questions or to pay by credit card, please call 715-422-5332  
Customer Number: MST100082  
Invoice No: MSW28594  
Original

# INVOICE

**Please Remit To:**

MID-STATE TECHNICAL COLLEGE  
500 32ND STREET NORTH  
WISCONSIN RAPIDS WI 54494

**Page:**

2

**Invoice No:**

MSW28594

**Invoice Date:**

06/13/2016

**Customer Number:**

MST100082

**Payment Terms:**

20 Days

**Due Date:**

07/03/2016

**Bill To:**

WISCONSIN RAPIDS SCHOOL DISTRICT  
ACCOUNTS PAYABLE  
510 PEACH STREET  
WISCONSIN RAPIDS WI 54494

**AMOUNT DUE:**

**108,313.80 USD**

Line	Adj	Description	Quantity	UOM	Unit Amt	Net Amount
		#146249 Intro to Horticulture - 67083				
10		Customized Instruction	1.00	EA	6,639.36	6,639.36
		#146245 Accounting I - 67085				
11		Customized Instruction	1.00	EA	7,127.64	7,127.64
		#146303 Medical Law, Ethics, & Professionalism - 27486				
12		Customized Instruction	1.00	EA	4,498.56	4,498.56
		#146302 Foundations of Early Childhood Education - 27481				
13		Customized Instruction	1.00	EA	2,453.76	2,453.76
		#146305 Microsoft Office Intro - 27484				
<b>SUBTOTAL:</b>						<b>108,313.80</b>
<b>TOTAL AMOUNT DUE :</b>						<b>108,313.80</b>

10.800.387.431000  
mm  
6/20

*[Handwritten Signature]* 6-20-16

SRI Consultants, Inc.  
 3207 Laura Lane  
 Middleton, WI 53562  
 T: 608-831-5333 • F: 608-831-6295  
 www.sri-engineering.com

MADISON  
 MILWAUKEE  
 MINNEAPOLIS  
 CHICAGO

# Invoice

Bill To:

Wisconsin Rapids Public Schools  
 Ed Allison  
 2510 Industrial Street  
 Wisconsin Rapids, WI 54495

Tax ID 39-1749486
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Date	Invoice Number
6/23/2016	5094

Project Number
15574.00 WRPS- 2016 Phase of Hail Damage

SRI Personnel	Description	Amount
Project Description	Construction Observation Proposal for the 2016 Phase of Hail Damage Roof Damage on Grove, Howe Mead and Woodside Schools	38,950.00
<b>Total</b>		<b>\$38,950.00</b>





**Purchase Order**  
**WISCONSIN RAPIDS SCHOOL DISTRICT**  
 510 PEACH STREET  
 WISCONSIN RAPIDS, WISCONSIN 54494  
 PHONE (715) 424-6705 - FAX (715) 422-6070

SHOW THIS NUMBER ON ALL SHIPMENTS,  
 CORRESPONDENCE, OR INVOICES

**PO# 16002704**

**DATE: 06/20/16**

PAGE NO: 1 OF 1

PO TYPE:

VENDOR: 7161

PHONE:

REQ: 00031481

EMAIL:

M W Tighe Roofing Inc  
 183 W Mc Williams St  
 Fond Du Lac WI 54935-0000

BUYER:

SHIP TO: Central Storage  
 2510 Industrial Street  
 Wisconsin Rapids WI 54495

VENDOR ACCOUNT:

CONTACT: Ed Allison

SITE: Central Storage

**COPY**

SPECIAL INSTRUCTIONS:

Please send the following, freight charges prepaid. Cancel back orders not received by

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00		Hail Damage Claim - Roof Repairs for Grove Elementary	370,560.00	370,560.00
		<b>TOTAL:</b>		370,560.00
		2 COPIES TO RENEE, PLEASE - GASB 34 AND INSURANCE CLAIM PER PURCHASING POLICY 672		
		***** For School District of Wisconsin Rapids use only 6-10-104-328-254300-807-000000-2 370,560.00		

THE STATE OF WISCONSIN AND ALL ITS AGENCIES ARE EXEMPT FROM  
 ALL FEDERAL, STATE, AND LOCAL TAXES, SEC. 77-54  
 PLEASE ACCEPT OUR PO AS EVIDENCE OF OUR EXEMPT STATUS

Signed:



640 25th Avenue North  
Wisconsin Rapids, WI 54495  
(715) 887-4400  
Fax (715) 887-3330

Edgar, WI 54426  
(715) 301-1670  
Fax (715) 352-2370

Sparta, WI 54656  
(608) 317-7006

### Service Agreement

Customer: Wisconsin Rapids Public Schools  
Address: 510 Peach Street  
City, State, Zip: Wisconsin Rapids WI 54495

Proposal Number: 1616011T  
Contract Number: 526  
Date: 06/20/16

**Contract Inclusions: (10) Elementary schools, Lincoln, East, West Junior High, Rudolph, Vesper, Pneumatic & mech. Service**

Complete Control, Inc. and the Customer agree that the services checked below and outlined in the attachments will be provided by Complete Control, Inc at the Customer's facility(s). The Terms and Conditions, Assurances Services, Equipment Listings, and Schedules included in this Agreement cover the rights and obligations of both the Customer and Complete Control, Inc.

- Primary Air Conditioning Equipment
- Primary Heating Equipment
- Associated Air Cond. & Htg. Equipment
- Pneumatic Temperature Controls
- Digital Temperature Controls
- Facility Management
- Fire Detection & Management
- Attached is Specified Equipment List

- |  |                                   |
|--|-----------------------------------|
| <input checked="" type="checkbox"/> Standard | <input type="checkbox"/> Extended |
| <input checked="" type="checkbox"/> Standard | <input type="checkbox"/> Extended |
| <input checked="" type="checkbox"/> Standard | <input type="checkbox"/> Extended |
| <input checked="" type="checkbox"/> Standard | <input type="checkbox"/> Extended |
| <input type="checkbox"/> Standard            | <input type="checkbox"/> Extended |
| <input type="checkbox"/> Standard            | <input type="checkbox"/> Extended |
| <input type="checkbox"/> Standard            | <input type="checkbox"/> Extended |
| <input type="checkbox"/> Appendix            |                                   |

### Extended Service Options for Premium and Prime Coverages

- 24-5 Extended Service - CCI will provide response 24 hours a day 5 days a week: (Monday Thru Friday, except Complete Control, Inc. holidays)
- 24-7 Extended Service-CCI will provide on-site response 24 hours a day, 7 days a week (including holidays)

### Term/Automatic Renewal: a block of 177 hours to be used at your discretion

This Agreement takes effect on: **July 1st 2016** . It will continue for an original term of 1 Year(s). This will automatically renew on a year-to-year basis after the original term ends unless the Customer or Complete Control, Inc. gives the other written notice that it does not want to renew. The notice must be delivered at least 30 days before the end of the original term or if any renewal year. Renewal price adjustments are discussed in the Terms and Conditions

### Price and Payment Terms

**\$15,750/\$1,312.50/mo.**

The Price for Complete Control, Inc. Service during the first year of this Agreement is: This agreement includes the labor to complete the identified scope. Any replacement parts or time requested beyond this scope, an additional agreement is required. These payments will be due and payable when the customer receives Complete Control, Inc. Invoice and in advance of the services Complete Control, Inc. is to provide.

By Edwin Allison  
[Signature]  
Signature  
Buildings + Grounds Director 6-20-16  
Title Date

Kris Neukirchen  
By  
[Signature]  
Signature  
Sales Account Representative  
Date 6/20/2016

Customer P.O. # \_\_\_\_\_

Renewal Date: 7/1/2017