



**AGENDA**

Wisconsin Rapids Public School District - Board of Education  
510 Peach Street  
Wisconsin Rapids, WI 54494

(715) 422-6005

**Business Services Committee**

John A Krings, Chairman  
John Benbow, Jr., Member  
Katie Medina, Member  
Mary E Rayome, President

**October 5, 2009**

LOCATION: Board of Education Conference Room A

TIME: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Business Services
  - A. Milk Cooler – Howe Elementary School
  - B. Student Milk – USDA Regulations
  - C. Donation – District
- IV. Updates and Reports
  - A. Purchases – Update
  - B. Freezer – Vesper Community Academy – Update
  - C. Nutrition Enhancement Breakfast Grant – Update
  - D. General Supply – Update
  - E. Energy Rebate – Update
  - F. Bus Accident – Update
- V. Agenda Items
- VI. Future Agenda Items/Information Requests

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, 422-6005, 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 422-6005.

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**

**Business Services Committee**

John A Krings, Chairman  
John Benbow, Jr., Member  
Katie Medina, Member  
Mary E Rayome, President

**October 5, 2009**

LOCATION: Board of Education Conference Room A

TIME: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Business Services

A. Milk Cooler – Howe Elementary School

The milk cooler at Howe recently malfunctioned and temporary repairs were made allowing the cooler to be used until a replacement can be installed. Price quotes were obtained for a milk cooler which holds 16 milk crates to replace the current model which holds 8 milk crates. The current unit is over 20 years old and is undersized for the building's milk usage. Price quotes for a True Milk Cooler, Model #TMC-58-S-SS were received as follows:

CTL	\$3057.00
Ron's Refrigeration	\$2698.00
Streich Equipment Company	\$2587.00

The administration recommends approval for the purchase of one milk cooler for Howe Elementary School from Streich Equipment Company at a cost of \$2587.00 funded from the Food Service Fund.

B. Student Milk – USDA Regulations

The Department of Public Instruction (DPI) recently sent a clarification regarding the United States Department of Agriculture (USDA) Fluid Milk Substitution Rule. Under this ruling, offering a substitute beverage in place of milk to students who do not have a documented disability is at the discretion of the school district. However, the substitute beverage must be “nutritionally equivalent,” (i.e. lactose free milk). Juice, water, or other beverages not “nutritionally equivalent” to milk no longer qualify as milk substitutes and reimbursement will no longer be provided for these substitutions. Currently, about fifteen students in the district have been receiving juice as a milk substitute. Under the Offer vs. Serve meal provision, these students may turn down the regular milk and take three of the remaining four required food items and continue to qualify for a reimbursable school meal. Students are permitted to bring beverages from home, or most lunch lines have other beverages available for purchase.

The administration recommends the School District discontinue the use of alternate beverages as a substitute for milk in all School Food Service Programs as directed by the United State Department of Agriculture.

## Business Services Committee Meeting Background – October 5, 2009

### C. Donation – District

A donation of school supplies and a check was received from Check Advance (see Attachment C). A letter will be sent to Check Advance requesting future donations be made to the local Wisconsin Rapids Stuff the Bus charity.

The administration recommends approval of the donation from Check Advance of school supplies and a check in the amount of \$201.17.

## IV. Updates and Reports

### A. Purchases – Update

Listed as Attachment A is a copy of the order for technology equipment for the wireless integration approved at the September 8, 2009 Board meeting.

### B. Freezer – Vesper Community Academy

The two door freezer at Vesper Community Academy recently malfunctioned and was not able to be repaired. The unit purchased in 1972 was 37 years old. Immediate replacement was needed as the unit stored most of the school's frozen foods. Price quotes received on a 2 door freezer were as follows:

CTL	\$3,098.00
Ron's Refrigeration	\$3,743.00

The freezer from CTL was picked up and installed by the building and grounds staff.

### C. Nutrition Enhancement Breakfast Grant – Update

The District has been awarded a Nutrition Enhancement Breakfast Grant in the amount of \$9,000. This grant will provide funds to serve breakfasts to all students on WKCE testing days in those buildings with school breakfast programs. The remaining funds will be used to pay for parent breakfast events.

### D. General Supply – Update

Attachment B explains the reason for the pen specified on the General Supply Bid.

### E. Energy Rebate – Update

A check from Focus on Energy in the amount of \$618.00 was received on the boiler tune up performed at West Junior High School this year.

### F. Bus Accident – Update

September 23, 2009 a Safeway 4K Bus collided with a vehicle crossing against the light at the intersection of 8<sup>th</sup> Street and Chestnut. Five 4K students, an Aide, and a Bus driver were on the bus. No injuries were reported in either vehicle. Attachment D is a copy of the police report.

## 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.

## VI. Future Agenda Items

Future agenda items of the Business Services Committee include, but are not limited to the following:

- Short-Term Borrowing – October 19, 2009
- Wisconsin Rapids Youth Sports Association (WRYSA) – Contract Renewal

# Attachment A

## Requisition

Req # 00011638

PO #

Date: 09/16/09

**Bill To:** Wisconsin Rapids School District  
510 Peach Street

Wisconsin Rapids WI 54494

**Vendor:** 6215  
Hewlett Packard Gem Order Entry  
GEM Order Entry  
10810 Farnam Dr  
Omaha NE 68154

**Ship To:** Central Storage  
2510 Industrial Street  
Wisconsin Rapids WI 54495

**Contact:** Kolbeck  
715-422-6019

**Contract No:**

**Special Instructions:**

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		PLEASE FAX: 920-788-7739 ATTN: GREG HUZA HEARTLAND BUSINESS SYSTEMS HP PARTNER ID: V11422		
		PER QUOTE #: QUO-37005-8EDG		
2.00		J9370A Procurve MSM765 Integrated Controller (40 AP Licenses Included)	3,144.00	6,288.00
2.00		UQ611E HP Carepack for MSM765 24x7 Software Support	2,924.00	5,848.00
4.00		J9371A Procurve MSM760/765 40 AP Licenses	1,796.58	7,186.32
4.00		UQ118E HP Carepack Software Technical Support 3Yr 9x5 Support	441.00	1,764.00
105.00		J9358A HP Procurve MSM422 Multiservice AP Indoor Dual Radio	448.81	47,125.05
1.00		Credit - Previously applied funds.	-7,000.00	-7,000.00
		<u>Account No</u>	<u>Encumbrance</u>	
		0-10-823-310-266200-000-000000-2	7,612.00	
		0-10-823-480-266200-000-000000-2	7,186.32	
		0-10-823-551-266200-000-000000-2	5,201.68	
		0-49-800-551-266200-825-000000-2	41,211.37	
			Freight	.00
			Total	61,211.37
		PER POLICY 672		
		ATTN BUILDINGS & GROUNDS: Please send to Paul Peterson at LHS. Thanks		

**Authorized By:** \_\_\_\_\_

## Attachment B

Dan

The Pentel RSVP Pens have been stocked here as our 'pen of choice' for numerous years.

In the past, we have tried several cheaper brands, such as Bic Stick Pens and Fischer Pens, and have been very unsatisfied with them.

The cheaper pens leaked, didn't work, and fell apart on a regular basis, and we ended up throwing most of them out since no one in the District wanted to use them. Departments ended up ordering more expensive pens (in small quantities) on their own, since they didn't like what we stocked.

The Pentel RSVP pens were not that much more than the Bics, and we had (and still have) very good reports from out in the District from others using these pens, thus making them a better use of our money.

Any other questions or concerns please let me know.

Cindy

Cindy Buttke  
Central Storage Receiving Secretary

Wisconsin Rapids Public Schools  
2510 Industrial St  
Wisconsin Rapids, WI 54495  
715-422-6049 phone  
715-422-6240 fax  
cynthia.buttke@wrps.org

Valued Services, LLC  
 dba First American Cash Advance  
 600 Westpark Drive  
 Peachtree City, GA 30269

Chase Bank  
 Ashland, OH

21-13  
 830

CHECK NO  
 000000685  
 CHECK DATE  
 9/4/2009

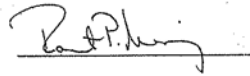
VOID AFTER 90 DAYS

PAY THIS AMOUNT  
 \*\*\*\*\*201.17

PAY: Two hundred one and 17 / 100 Dollars

TO THE  
 ORDER  
 OF

WI Rapids Public Schools  
 510 Peach St :Mrs Hodgson  
 Wisconsin Rapids, WI 54494  
 USA



⑈000000685⑈ ⑆083000137⑆ 816958318⑈

## CHECK ADVANCE

929 Huntington Ave.  
 Wisconsin Rapids, WI 54494

Stephanie                      Phone 715/423-4111  
 Sales Manager                      Fax 715/423-1742

## Check Advance donates supplies

**WISCONSIN RAPIDS**  
 — Check Advance donated more than \$150 in school supplies, collected during the several weeks through its Back to School Drive, to the Wisconsin Rapids Area Public School district. These supplies come just in time for the start of the school year.

Check Advance collected all the basic supplies that kids need to start the school year off on the right foot, including backpacks, folders, notebooks, rulers, crayons, pencils, glue, scissors and other supplies. Stephanie Bohm, sales manager for

Check Advance, presented Maurine Hodgson with the supplies and a check on Sept. 18. "We are committed to our communities we serve and to providing our teachers and students with the tools they need to be successful throughout the school year," said Chief Operating Officer Drew Haney.

A special thanks to local businesses, customers and residents in the community for helping make this year's Back to School Drive such a huge success.