



Taking Care of Business

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

WASBO Vision

A Bi-Monthly Publication of the Wisconsin Association of School Business Officials - Volume 10, Number 1 - February 2006

WASBO 2006 School Business Official of the Year Shawn Yde

The School Business Official of the Year award was created to acknowledge and recognize the value of the services provided by Wisconsin's school business administrators. Each year an outstanding individual is selected from those nominated to represent the many that practice their profession in an exemplary manner. Shawn Yde, of the Whitefish Bay School District is regarded by his Board of Education, his district administrator and his staff as an outstanding business administrator. In addition, his colleagues throughout the state recognize him as a leader who has successfully implemented a number of cost saving best practices that others have brought into their district operations.

Shawn's district administrator, Jim Rickabaugh, stated that, "His unwavering commitment to the financial health and vitality of the Whitefish Bay School District earned him great respect among staff and members of the School Board. Beyond his technical skills, he is a valuable and creative member of the district's leadership team. His intellect, good judgment, sense of humor and personal caring also make him a person to who people turn for advice and counsel in a wide variety of areas beyond school business management.

Shawn Yde represents the best of his profession."

School Board President, Pamela Woodard and Board Treasurer, Timothy Somers, in their letter of nomination stated, "Shawn has a history of creating innovative initiatives that provide our district with

many opportunities. Those initiatives quickly become models for other districts to follow. We would like to highlight a few major ones, including technology and mechanical system upgrades, energy savings and cooperative agreements with our municipality. Shawn is energetic, kind and humble. He is a mentor to many. He personifies the person who leads the way. Our School Board is proud to be a part of a team that includes Shawn Yde."

An associate, Karen Dvornik wrote, "Shawn is not the type of person who will enjoy being in the spotlight, but I feel he is truly deserving of this distinguished award and

would be honored to receive it. The entire membership of the Wisconsin Association of School Business Officials are in agreement with Karen's comments. We are proud and pleased to have Shawn Yde represent us as our 2006 School Business Official of the Year.



State Superintendent of Public Instruction, Libby Burmaster and WASBO Executive Director, Don Mrdjenovich congratulate Shawn Yde, WASBO's Business Official of the Year.

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Editor: Don Mrdjenovich



A Message from the President

Chapter Six in the Chronicles of the WASBOnians

Two young Wasbonians were rushing toward the round Gathering Hut. Their rapid movement caused crunching sounds in the hardened snow due to a long protracted winter. As they hurried to get to the warmth of the hut, they passed an elder Wasbonian slowly moving across the snow using his cane for additional support.

The elder Wasbonian heard the young Wasbonians coming and felt the cold breeze as they passed. He wondered why they were in such a hurry as he marveled at the whiff of smoke rising from the center of the Gathering Hut. The flowing smoke played against the wondering patterns of different colored lights in the cold northern sky under a gentle breeze.

In the hut, Wasbonians were gathering to discuss how well they had met their goals of stockpiling food, fuel to heat the huts for the children of the serfdom, tools to keep the paths open, and other needed resources to survive a long winter.

As discussions were continuing, suddenly a cold chill filtered through the room as the door was opened and the elder Wasbonian entered. All eyes were on him as he slowly closed the door and moved to an area where other elders had gathered.

Sounds of voices again filled the room as the different Wasbonian groups discussed their areas of responsibilities. The leader of the Wasbonians quieted the groups in order for each group to give their report on reaching their goals and problems that they had encountered. After all of the groups had reported to the assemblage, the leader directed that each group reorganize its efforts in anticipation of a harsher winter next year. The elders were distributed in each group to make sure that past history was reviewed and discussed in order that past recorded history could be improved upon to benefit the children in the serfdom of Childrenian.

The elder Wasbonian who arrived late moved into the group with the two young Wasbonians. Discussions started with one of the young Wasbonians declaring that the group's goals could simply be accomplished by just duplicating what was done in preparation for the current winter. The elder Wasbonian listened as others were moving in the same direction. Finally, he tapped his cane on the hard wood floor to get the group's attention.

“How much do you know about the suffering of the children in the past when others took the same viewpoint of status quo? Do you know how many additional children we will have to feed next year? Do you know the types and quantity of seed that are available and needs to be planted in the spring? History needs to be studied and research done on all of these factors and more to be sure next year's goal is met! I for one do not want this group or others to fail for if one



Michael R. Garty
WASBO President

Continued on page 5

Exec's Reflections

Down Sizing



Don Mrdjenovich
WASBO Executive Director

I've written about this topic previously, but as the practice becomes more common, due to revenue restraints, I think it is timely to address it once more. Downsizing, in its most recent form, is usually driven by opportunity.

When someone retires or leaves, the opportunity exists to reduce staff without having to let anyone go. The decision is a politically popular one and is most often suggested by those who do not necessarily know much about the duties and responsibilities of the person who leaves. Step two results in the redistribution of that person's responsibilities to others. Most often, the "others" find themselves in a situation of not having much experience or knowledge about the new duties assigned. Let it suffice to say that reorganization based upon opportunity is not the most efficient or effective means to assign management responsibilities.

Let's be realistic. Opportunistic, politically motivated downsizing is common place and will continue to be with us, so let us not lament the fact. My personal advice regarding this phenomenon, has been consistent, "If you must give up the position, don't give up the entire budget that supported it." Try to retain at least twenty five percent or more. Why? Those who get the reassigned work may lack the necessary knowledge or experience to manage it without some special assistance. You may wish to use some of the budget for training or timely consultant assistance.

Giving people increased work loads is unwelcomed in and of itself. Couple that with the anxiety of having to quickly learn new duties and responsibilities, and you have an instant morale downer. Taking away time from one's original workload to devote to new assignments is not a way to lift anyone's spirits. If you can devote some resources to those affected by the change and give them some transition assistance, you not only send a "we care" message, but the organization will be better served as well.

Governing boards need to be made aware of what each individual suggested for non-replacement contributes to the management of the enterprise. It is simply good business to ensure that at least some resources be retained to accommodate the challenges of the change. Remember my now old adage, "Good people do not make a good organization. Enough good people make a good organization." Overload your best performers and they don't perform as well. Failure to perform well causes good people to become demoralized. Your best people are most often the most mobile. They are they ones most likely to leave. It is in everyone's best interest to make a modest investment of retained savings to keep the ship afloat as best you can when you downsize.

"The bad news is time flies. The good news is you're the pilot."

Michael Altshuler



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President's Message

Continued from page 3

fails, others will possibly fail and devastation might prevail.”

“I see your point,” said the young Wasbonian as he took the leadership role in starting to earnestly discuss the topic. With that, the elder Wasbonian faded into the background as the group took a new path to establishing the needed goals and objectives to meet the challenges of next winter.

Curious, after the meeting, the two young Wasbonians approached the elder Wasbonian.

“Why were you not in a hurry to get into the warmth of the Gathering Hut? Were you not cold?”

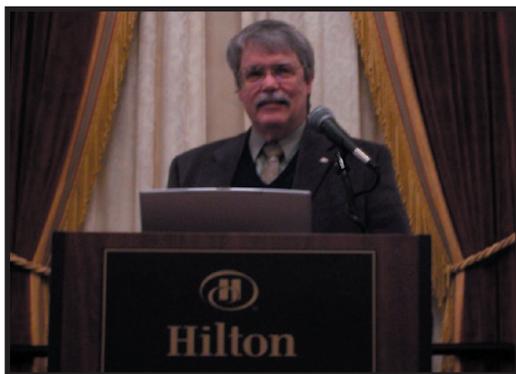
The elder laughed. “It was a beautiful night with nature putting on her own serendipitous show! Besides, in the fall of each year I prepare myself to survive a long winter comfortably.”

“How do you prepare for the winter?”

“I have learned from nature and the walrus.”

“A walrus?” questioned one of the young Wasbonians.

The elder Wasbonian opened the door to leave and said, “As you know a walrus enjoys being in the cold winter water. He survives by eating a lot in the fall to produce an extra layer of fat for insulation.” “I too, have prepared in a similar fashion, taking my cues from nature,” was his last words, as he hardly was able to get his girth through the door and again into the coldness of the night.



WASBO President, Mike Garty of Germantown, presided at the Friday General Session of the 85th Annual Joint Convention in Milwaukee. Mike had the honor of introducing Wisconsin's Governor, James Doyle.

First WASBO Purchasing Card User Group Meeting Held



Melissa Broemmel of Harris Bank responds to feedback on the WASBO Purchasing Card Program at the January 6th Users Group Meeting held in Madison. Seen here are Mark Lindem (Kaukauna) and Aaron Nelson (D.C. Everest).



Patrick Brennan, Implementation Manager for the PCard Program with Harris Bank, goes over some of the functions of Details Online.

Please consider making a nomination.

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 School Business Official of the Year
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 School Facilities Manager of the Year
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A Cooperative Effort

The Wisconsin School Personnel Academy

WASBO was pleased to partner with the Wisconsin Association of School Personnel Administrators to offer a human relations seminar which focused on the life cycle of personnel management. As more school districts downsize, it is the business administrator or the superintendent who is most often given the responsibility for managing the district's human resources. Human resources management encompasses a discrete area of special knowledge. Recruitment, retention, evaluation and assignments to meet the needs of the district are surrounded by laws, rules and regulations that must be observed. To the novice, it presents a mine field of potential problems if not properly managed.

WASPA members did the heavy lifting and called upon a number of their most experienced and knowledgeable members to share their expertise. In the process, they provided valuable information designed to help their colleagues plan and implement effective human resources operations. They made themselves available to answer questions. That opportunity was much appreciated by those in attendance. The fact that



LR Jim Orlenko of Beaver Dam, WASPA President Jason Olson of Verona and attorney Tom Shorter of the Godfrey & Kahn law firm, were three of the major presenters at the WASBO/WASPA Human Resources Seminar.

90 people registered for the seminar is evidence that it was timely and met an apparent need.

Both WASBO and WASPA recognized that there was a need to provide some assistance to those in the field. It is possible that additional seminars will be planned with WASPA to keep our membership updated.

WASBO at the Joint Convention



WASBO's Shining Star - Gail Moesch of the Shawano-Gresham School District was this year's recipient of the WASBO Shining Star Award. Julie Ebert and Mike Roshar of the Quarles & Brady law firm, sponsors of the \$750 cash award, were on hand to make the presentation. This award was created to recognize the service, time and expertise of a WASBO member who has served as a committee chair, committee member or in other leadership capacities. Gail, who is currently a member of the WASBO Board of Directors, has served in many leadership capacities and is truly one of WASBO's shining stars.



W A S B O Volunteers
Ed Butzen, Facilities Manager at Plymouth, and business administrators, Janice DeMeuse, of Luxemburg/Casco and Peter Ross of Seymour were but three of the many volunteers who staffed the WASBO booth at the Joint Convention.

Hutchinson, Shockey Erley & Co. Award - Dustin Avey, representing the firm of Hutchinson, Shockey, Erley & Co. presented School Business Official of the Year, Shawn Yde of Whitefish Bay, a check for \$500 in recognition of his outstanding achievements in school business administration.



Let's Not Be Too Serious - WASBO President, Mike Garty and Shining Star Award Winner Gail Moesch enjoy a humorous moment at the Semi-Annual WASBO Business Meeting and Luncheon at the Joint Convention.

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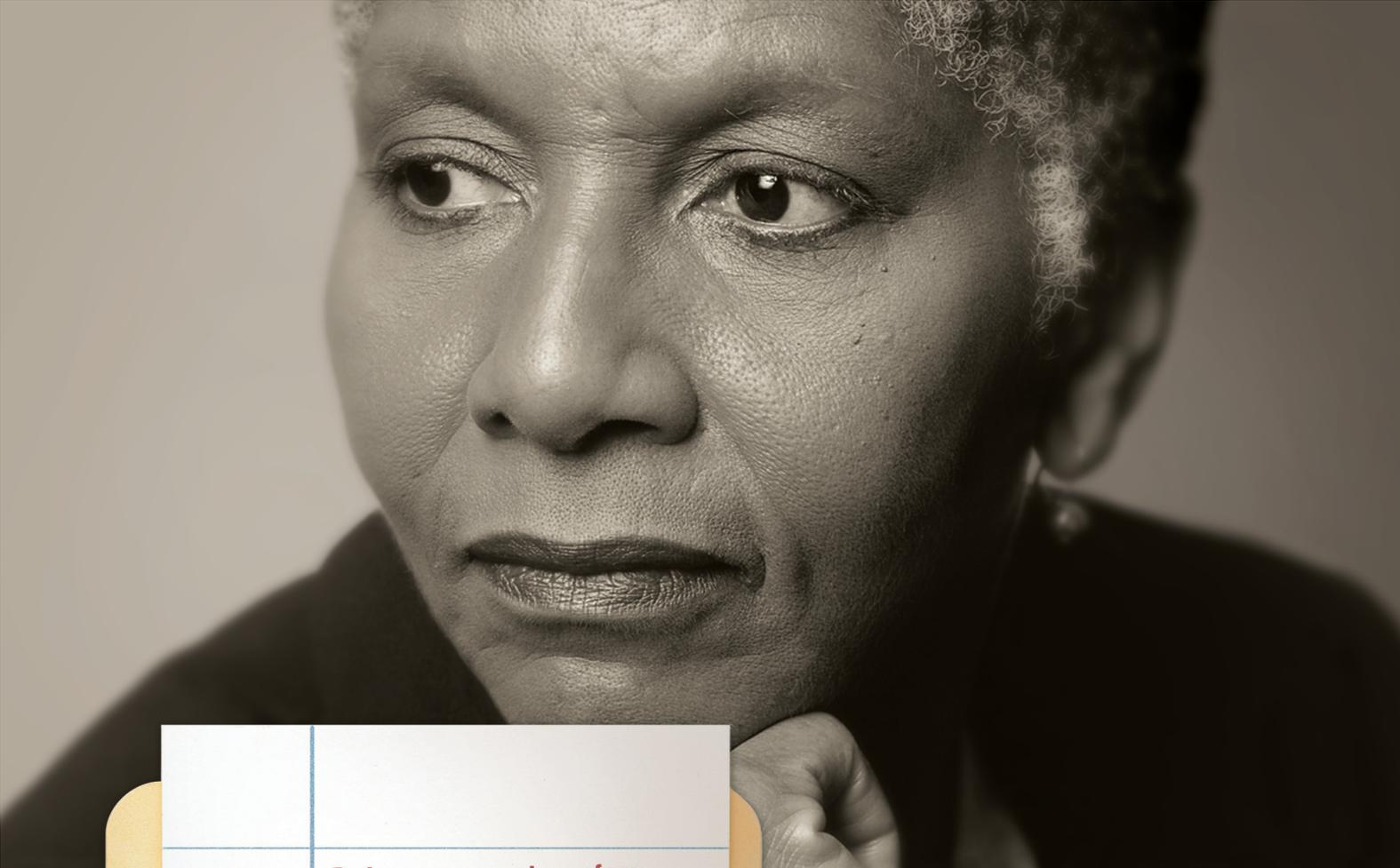


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BOOK REVIEW

Winners Never Cheat

Winners Never Cheat written by Jon M. Huntsman presents the key leadership traits, business ethics, and philanthropy in an enlightened manner. Jon Huntsman is a self-made billionaire and speaks out on honest and generosity “everyday values we learned as children-but may have forgotten.” It is as practical a

book as you can get. There’s no question that he’s doing it at just the right time. In the age of Enron, Tyco, insider-trading scandals, and rampant corporate malfeasance, we need Huntsman’s moral leadership voice. It’s about how you listen to your moral compass. It’s about how you build teams with the highest values...share success...take responsibility...earn the rewards that only come from giving back. *Winners Never Cheat* is 185 pages in length and is an enjoyable, quick read.

“Everyone does it.” Everyone cheats. Cuts corners. Tells lies. Maybe it was different once. Not anymore. If you succeed nowadays, you have to make compromises. Right?

Wrong. You can succeed at the highest levels without sacrificing the principles that make life worth while living. In *Winners Never Cheat* Jon Huntsman tells you how he did it and how you can, too. It is about winning the right way. It is about ten timeless universal values for business and life. Huntsman stated: “The rationale that you have to cheat to stay competitive is a powerful lure. Moral bankruptcy is the inevitable conclusion.” Huntsman built a \$12 billion company from scratch, the old-fashioned way: with integrity.

Jon Huntsman encourages all of us to model ten common-sense lessons:

- ✚ Lessons from the Sand Box-Everything we need for today’s marketplace we learned as kids.
- ✚ Check Your Moral Compass -We know darn well what is right and wrong.
- ✚ Play by the Rules – Compete fiercely and fairly

– but no cutting in line.

- ✚ Setting the Example – Risk, Responsibility, Reliability-the 3 R’s of Leadership.
- ✚ Keep Your Word – It’s high time to corral the corporate lawyers.
- ✚ Pick Your Advisors Wisely – Surround yourself with associates who have the courage to say no.
- ✚ Get Mad, Not Even – Revenge is unhealthy and unproductive. Learn to move on.
- ✚ Graciousness is Next to Godliness – Treat competitors, colleagues, employees, and customers with respect.
- ✚ Your Name is on the Door – Operate businesses and organizations as if they’re family owned.
- ✚ The Obligation to Give Back – Nobody is completely self-made; return the favors and good fortune.

The bottom line is acceptable moral values are child’s play, not rocket science. Everyday, our eulogies are being written. Right now, today, begin working toward a reputation for graciousness. Jon Huntsman noted that John Maxwell’s book “There is No Such Thing as Business Ethics” stated that only one rule is necessary in governing ethical decision making: The Golden Rule! Treating competitors, employees, and fellow humans with the same courtesies we would like shown to us works. Huntsman relates that we owe a portion of our success to others and the only way to repay that assistance is by sharing good fortune, and generosity is among the highest attributes a person can acquire. He stated that “On many occasions, I have recited from John Donne’s poem *No Man is an Island*. It brings hope and joy into my life.” The first two verses follow:

“No man is an island,
No man stands alone;
Each man’s joy is joy to me,
Each man’s grief is my own.

We need one another;
So I will defend
Each man as my brother,
Each man as my friend.”

I hope that *Winners Never Cheat* will remind us all that we can do well and do good at the same time.



Keith Lucius
WASBO Director

Director's Corner

Technology Disaster Recovery

How Soon Will You Be Up and Running?

Computer systems and data have become an integral part of every district's daily operations. In many school districts, the business manager is responsible for supervising the technology staff, equipment, and software. Daily operations throughout the district rely on dependable technology to provide the most up-to-date information to make decisions.

What would happen in your district if your computer systems were not available for an extended period of time? How would your food service run without your lunch accounting system? How much would it cost you in overtime and lost lunch revenue if you did not have the lunch system working? What about your telephone system? The recent trend has many districts implementing a voice over IP system. Could your district operate without phones? What is the impact/cost of not getting payroll completed on time? Would late payment charges or interest accrue if accounts payable checks were delayed due to an extended system problem? Technology is critical to the efficient operation of a school district. Trying to run a district without it would have a definite negative impact on the organization.

I know what many of you are thinking, "we back-up our data and we have uninterruptible power source (UPS) equipment to protect our systems". While these are good first steps, they are not a complete recovery plan. A recovery plan is needed to make sure that you can recover from an unexpected problem. Meet with your technology team and develop a plan if you do not have one. If you do have one check to make sure it is up-to-date.

In order to be sure your recovery plan will work, it should be tested regularly. The concept is the same as a fire drill. We all have fire alarm systems in our buildings. We test them regularly to make sure that they are in working order and the staff and students know what to do in case of a fire. The same should be done for computer systems. If you want to recover

quickly you need to make sure your data back-ups are good, you need to know how to restore the data, and your equipment needs to be set-up and functioning properly. There will be significantly less stress if your staff has performed the data restore process before-practice makes perfect. It also is easier to learn from your mistakes when you don't have the superintendent or Board President calling you every five minutes asking you when the system will be online.

The same concept is true for UPS equipment. This equipment needs to be tested regularly. A UPS has software that will safely shutdown programs that are running when the power is interrupted. This software needs to be tested to make sure that all hardware and software will be properly shutdown before the back-up power supply (batteries) is drained of power. Every time something is added to your network or a network configuration is changed, it has the potential to conflict with the way the UPS software is configured. The UPS set-up should be tested regularly to make sure that it will properly shutdown all software. In addition, the UPS batteries need to be tested often. My district recently experienced a power outage. We had a UPS fail because of a bad battery. Luckily it happened on a Friday night, so we had two days to get our systems restarted. Adding to the stress of the situation was the fact that no one had a replacement battery in stock, and it was two weeks before we could get a replacement battery. Periodic testing of our UPS would have caught this problem before the power outage.

A major catastrophe in a district can create a long-term problem. How would you recover from a tornado or fire destroying one of your buildings? If you have core systems in the building including payroll, purchasing, and accounts payable, you will have to get the system up and running very quickly. Storing data back-ups off-site is the most common thing that districts do to be prepared for this type of disaster. In order to quickly get back online, the district should make sure that they have an off-site option for running their core systems. I suggest a reciprocal arrangement with a district in your area where you are allowed to load

Continued on page 12



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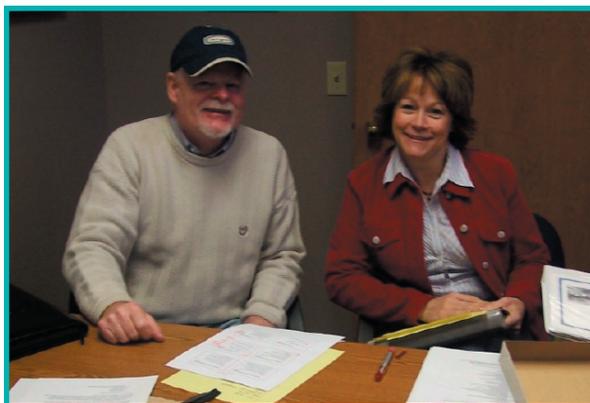
Legislative Update Aligning Special Education Laws, Fighting TABOR Remain Top SAA Priorities

The School Administrators Alliance (SAA) continues to pursue its number one priority for the remainder of the 2005-06 legislative session – alignment of Wisconsin Statutes Chapter 115 with the federal Individuals with Disabilities Education Act (IDEA) 2004. We also

anticipate introduction of a new Taxpayer Bill of Rights (TABOR) proposal, which the SAA will strongly oppose.

For up-to-date reports on the status of these important legislative efforts, please see the most recent issue of the SAA Capitol Report at www.wsaa.org. If you should have any questions or require additional information, please contact John Forester, SAA Director of Government Relations, at 608-242-1370 or john.forester@wsaa.org.

Mentors for the Mentors - Dick Peterson and Diane Pertzborn recently completed the DPI's Facilitator Training for PI34, the new licensure law for teachers, administrators and other certified school employees. As a result of the implementation of the new law this year, it was necessary to revise the WASBO handbook for mentors. Dick and Diane recently put the final touches on the revisions and are now ready to conduct two training sessions. WASBO began its mentorship program prior to PI34. WASBO recognizes the responsibility that every profession has to provide its members with mentors and support networks.



Director's Corner
Technology Disaster Recovery
Continued from page 10

your core systems on one of their servers if needed and you would allow the other district to use one of your servers if needed. In order to make this work, you need to have a back-up copy of your software along with a data back-up. It is critical that you store off-site the most recent version of the software, any end user software needed, and directions for set-up.

No one expects to have a computer failure. Murphy's Law predicts that if it can go wrong it will and it will go wrong at the worst possible time. By planning properly you can reduce the impact on your district when computer problems strike. Remember practicing your plan will make your recovery go much smoother when the unexpected strikes.

WANTED

MORE TRAINED MENTORS

All newly licensed school business administrators are entering the profession under the requirements of PI34. School districts must now provide a trained mentor at district expense. The mentor must be licensed and trained in the appropriate field. We have trained 28 mentors to date, but need more, especially in some parts of the state. WASBO has a grant from DPI to train additional mentors. Two half-day training sessions have been scheduled, February 20 at the WASBO office in Madison, and February 21 at the D.C. Everest School District. There is no charge to participants, and lunch will be provided. The sessions will begin at 8:30 and will be conducted by Dick Peterson and Diane Pertzborn, both of whom have completed the DPI trainer sessions. If you would like to become a trained mentor or would like a refresher on your previous mentor training, please contact Jeanne at deimund@wasbo.com, or call (608) 249 8588. Those who indicate an interest will receive additional information. We hope that those of you who are licensed school business administrators will consider becoming a mentor.

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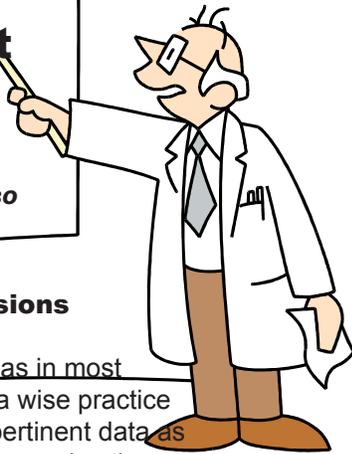
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Data Based Decisions

1. In school districts as in most businesses, it is a wise practice to use as much pertinent data as possible to recommend action or make decisions.
2. Unfortunately, the needed data is not always available in an easily accessible form.
3. When you are the recommender or decision maker, you may often be told, "We don't have that data, or our software doesn't yield that data in the manner in which you wish to use it."
4. That often translates to "We have the data, but it is not easy to generate and retrieve and I don't plan to spend a weekend to get it for you. Your feet are to the fire not mine."
5. Good data is important. Put their feet to the fire or you may find more than your feet being put to the fire.

"If you don't have the best of everything, make the best of what you have."

Erk Russell

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Who is on the WASBO Ballot?

Treasurer (1 Position)

- Diane Pertzborn-Sauk Prairie

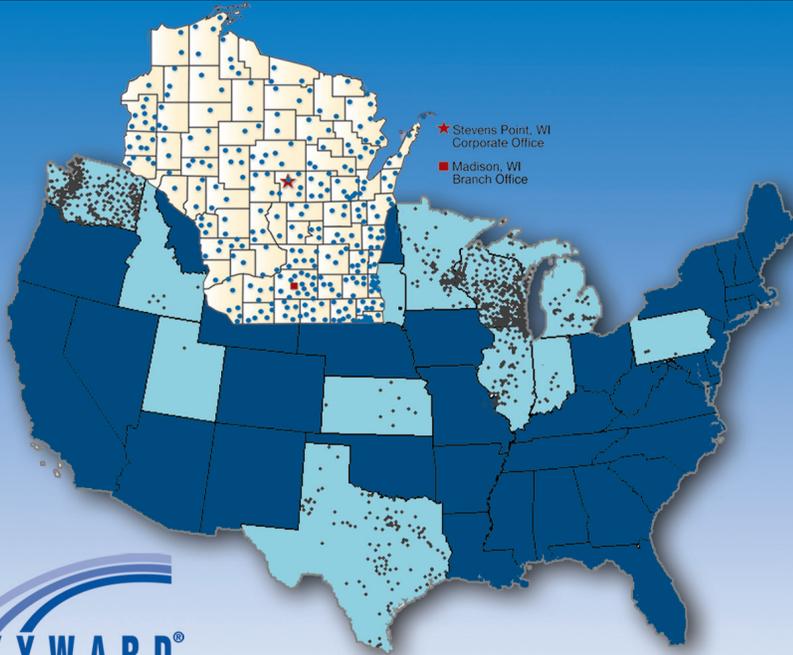
Director (2 Positions)

- Wendy Brockert-Lake Mills
- Pete Ross-Seymour
- Gary Kvasnica-Kimberly
- Tom Helgestad-Wisconsin Rapids
- Paul Buchholz-Beaver Dam
- John Gahan-Pewaukee

Go to www.wasbo.com after March 2nd to check out the candidate resumes. Online voting will be available April 1-30th.

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April 3-4, 2006

66th Annual NSBA Conference
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April 8-11, 2006 Booth 1216



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Rosalynn Carter



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Kaukauna

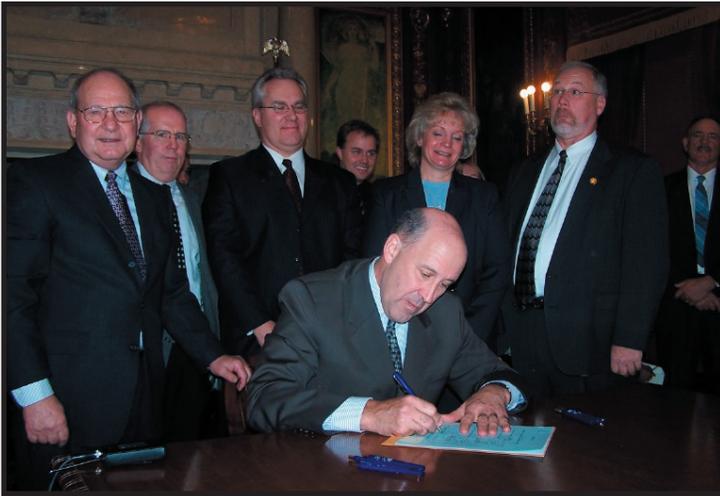
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Governor Doyle Signs AB167 Into Law

WASBO Executive Director, Don Mrdjenovich accompanied by WCASS Executive Director, Phil Knobel, John Forester, Director of Government Relations for the School Administrators Alliance, WASBO member, Representative Debi Towns and Senator Luther Olsen look on as Governor Doyle signs into law AB 167. The new law (Act 99) gives school districts more investment options for funds held in trust.



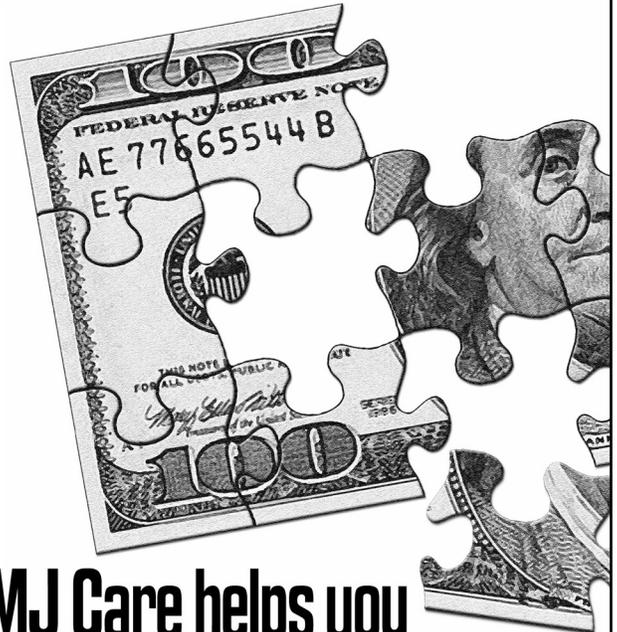
Act 99 - WASBO Executive Director, Don Mrdjenovich takes notes while the advisory panel provides input to be used in the development of guidelines that school districts will find helpful in taking advantage of the new investment opportunities provided in Act 99. LR Don Mrdjenovich, Roger Dickson - Kettle Moraine, Mike Clark - Robert W. Baird & Co., Brian Brewer - Stifel Nicolaus, Dave Branback - National Insurance Services, Tom Owens - D.C. Everest and Bob Borch - Elmbrook. Not pictured, John Forester- SAA.



New District Administrators Workshop

WASBO Director Jeff Mahoney teamed with fellow WASBO/DPI partners, Jerry Landmark and Karen Kucharz, seen here with WASDA Executive Director, Miles Turner, to provide essential school finance information to those new to the superintendency.

Medicaid Billing:



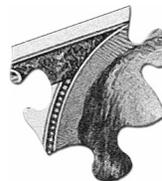
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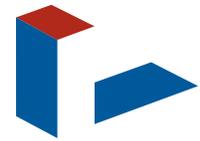


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Michael Korda

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Some Talking Points

The Wisconsin Retirement System

Prepared by Jim Skiles, Coalition of Annuitants

1. The State of Wisconsin does not use tax dollars to pay any portion of retirement annuities after the annuitant retires.
2. The State of Wisconsin does not use tax dollars to pay any part of retiree's health insurance after the retiree has exhausted the retiree's accumulated sick leave when he retires.
3. A large percentage of present retirees have exhausted their accumulated sick leave benefit and now pay all of the costs of their health insurance benefits, including the cost of Medicare Supplement Insurance.
4. The State of Wisconsin does not use tax dollars to pay the costs of administering the Wisconsin Retirement System. This cost is paid by annuitants from the funds in the Fixed and Variable Annuitant accounts before any increase or decrease in pension benefits, if any, is determined.
5. The State of Wisconsin does not use tax dollars to fund the operation of the Wisconsin Investment Board to manage and invest the assets of the Wisconsin Retirement System. These costs are paid from earnings of the retirement system.
6. Compare the percentage of payroll paid by Wisconsin and Local government employers to fund retirement benefits with similar costs of other state governments.
7. Wisconsin annuitants do not receive automatic cost-of-living increases in retirement benefits like in many other states.
8. After annuities start, the annuities paid may increase or decrease depending on the earnings or losses of the investments of the Wisconsin Retirement System managed by the State of Wisconsin Investment Board.
9. The contributions made to the Wisconsin Retirement System by employers to fund future retirement benefits of active employees are also invested by the State of Wisconsin Investment Board. As a result of good long term earnings, the sums invested have substantially reduced what would otherwise be the cost to the State of paying promised retirement benefits.
10. 80% of the benefits paid to retirees at this time come from the investment earnings of the retirement system, not from tax revenues.
11. Employer payment of all or any portion of employee health and other fringe benefits is a win-win situation for the employer and for the employee. Total compensation costs to employers are the sum of direct salaries paid and the cost of fringe benefits. For the same total compensation costs, increasing one, reduces the other. The State of Wisconsin and almost all other employers who are members of the WRS pay the employees' share of the required contributions to the WRS. If employees are required to pay more of the required contributions to the WRS, this additional cost would come from an increase in salaries and would increase the State and Federal Income taxes on the salaries and increase the required Social Security tax paid by the employee and the employer.
12. The WRS is designed to reward the long service of employees when they retire from state or local government. With some exceptions, if an employee leaves employment covered by the WRS, he may withdraw the funds accumulations from his own contributions and employer contributions to his account during his working years, but he forfeits the accumulations in the employer's account.
13. A growing number of retirement systems in the US find themselves in serious financial difficulty. Both private and public, they have failed to fully fund their retirement systems. Wisconsin's system is nearly fully funded. By comparison, the Illinois state retirement system is only partially funded and like other under funded systems, must pay part of the obligated retirement benefits from current tax revenues.

Note: The Wisconsin Legislative Council, under Bill Ford's direction, conducts a comparative study of major public employee retirement systems every few years. The 2005 study is being



Welcome New Members



- Dianne Buffie, A'viands
- Kim DuBois, DC Everest Area School District
- Marta Kwiatkowski, Student
- Dan Lapaz, Deerfield School District
- Cynthia Niewolak, Commerce Bank
- Shawn Ray, Middleton-Cross Plains Area School District

Some Talking Points

The Wisconsin Retirement System

Continued from page 20

finalized. It will provide descriptions of more than 80 public employee retirement systems, compare retirement provisions, contribution and vesting requirements, benefit calculations, post retirement annuity adjustments, and actuarial data. This report will be useful in assessing and supporting the Wisconsin System.

Why Walk for Kids?

Each year at the WASBO Spring Conference we sell T-shirts provided by Siemens and invite you to Walk for Kids. Why do we do it? Some participate for the limited edition shirts. Others do it for the health benefits. We all enjoy the camaraderie.

We also Walk for Kids - the kids who spend hours



practicing so they can put on a superb performance at the Joint Convention. In 2005 we walked for The Silver Connection, a show choir from the Monona Grove High

School. WASBO supports the musical group selected to perform at the first general session of the Joint Convention by paying up to \$1,000 of their expenses.

When you see WASBO committee members selling 2006 Walk for Kids shirts at upcoming seminars and workshops or when you register



for the Spring Conference remember, We Walk For Kids!

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Make Your Membership Count Up to 32 Ways: An ASBO International Resource Guide

PROGRAMS

1

Annual Meeting & Exhibits

ASBO International's 92nd Annual Meeting & Exhibits is being held in Pittsburgh, Pennsylvania on October 13-16, 2006. Stay posted for the new conference features that ASBO will create in 2006! ASBO will keep you informed of conference updates in *School Business Affairs*, ASBO Accents Online, and on its Web site.

2

Bridges to the Future

ASBO International and MetLife will proudly award 20 scholarships to new school business officials who are interested in developing their knowledge, skills, and leadership. **Bridges to the Future** is a great opportunity for new school business officials to network with colleagues, take advantage of professional development opportunities, and tap into myriad school business management resources. Watch for 2006 program opportunities at www.asbointl.org/Recognition or contact Pam Konde at 703/708-7069 or pkonde@asbointl.org.

3

ASBO Encounters Web Seminars and ASBO Quick Answers

Web seminars provide a practical, effective, and convenient learning experience. . . all you need is a telephone and the internet! Participate from the convenience of your office. Learn from experts during a 90-minute presentation. Time is provided for questions. Invite others in your office to listen in for FREE. Also, ASBO offers you the opportunity to connect with many experts through **ASBO Quick Answers**, an online question and answer forum. For more information contact Pam Weber at 703/708-7065 or simply visit www.asbointl.org/Recognition

4

Regional Workshops

ASBO International now offers Regional Workshops in a town near you! We are bringing the experts in the field closer to you. Gain new perspectives on crucial issues without airport hassles or rush-hour traffic. Visit www.asbointl.org/Recognition to learn more. Register today!

5

Certificate of Excellence in Financial Reporting (COE) Program

ASBO International's COE program reviewers assess the accounting practices and reporting procedures used in your school district's Comprehensive Annual Financial Report. Districts that earn the coveted Certificate of Excellence receive promotion from ASBO and enhanced credibility for the financial management of their school system. Contact Pam Weber at 703/708-7065 or pweber@asbointl.org for more information and an application, or find one in the Professional Recognition section of our Web site at www.asbointl.org/Recognition

6

Meritorious Budget Awards (MBA) Program

ASBO International's MBA program recognizes school systems demonstrating excellence in their annual budget presentations, and promotes examples of the latest techniques. Applications are accepted up to 90 days after legal adoption of your district's budget. The MBA program is sponsored by ING. Contact Pam Konde at 703/708-7069 or pkonde@asbointl.org for more information, or check out the Professional Recognition section on ASBO International's Web site at www.asbointl.org/Recognition

7

Professional Registration

ASBO International members demonstrating school business expertise through training, experience, and professional activities can qualify to have their credentials recognized through our Professional Registration program. Three designations are available: Registered School Business Administrator, Registered School Business Official, and Registered School Business Specialist. Credit should be given where credit is due! For more information visit www.asbointl.org/Recognition



© Courtesy of Jeff Greenberg

Pittsburgh, site of ASBO's 2006 Annual Meeting & Exhibits

www.asbointl.org

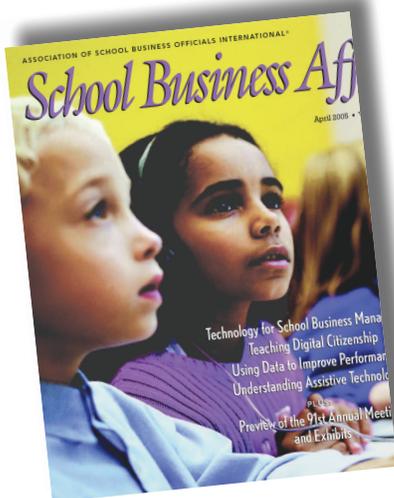
8 Eagle Awards
Every fall, ASBO International's Eagle Awards recognize individuals who are models in school business management leadership. The Eagle Awards program is sponsored by Seimens. Contact Pam Konde at 703/708-7065 or pkonde@asbointl.org for a brochure and application, or download one from the professional recognition section on our Web site at www.asbointl.org/Recognition.

9 Pinnacle Awards
ASBO International's Pinnacle Awards annually recognize professionals who have implemented outstanding practices, proposals, or new ideas in their school district. The Pinnacle Awards are sponsored by Virco Manufacturing Corp. Contact Pam Konde at 703/708-7069 or pkonde@asbointl.org for a brochure and application, or download one from the Professional Recognition section on our Web site at www.asbointl.org/Recognition

10 Volunteer Opportunities
Your expertise and willingness to help are always welcome at ASBO International! Reviewers for our Certificate of Excellence in Financial Reporting, Meritorious Budget Awards, and other programs are always being added, as are applications for Committee service and officer leadership at the national level. For opportunities to get involved, contact us at 703/478-0405 or asboreq@asbointl.org

11 RESOURCES
School Business Affairs (SBA)
ASBO International's full-color magazine, published 11 times a year, will keep you informed on what's happening in school business. SBA is

packed with articles and features that cover the full spectrum of school business management concerns, from funding sources, accounting, budgeting, and management techniques, to maintenance and operations, transportation, legal issues, and much more. For more information, contact us at asbosba@asbointl.org or 703/708-7076.



12 Accents Online
ASBO International members get breaking news stories and practical new ideas e-mailed twice a month in *Accents Online*. Each issue is filled with dozens of article summaries and Weblinks on state, federal and international education news, technology, tips and tools, and more. For more information, contact mnicodemus@asbointl.org or 703/708-7078, or sign up for ASBO International membership today!

13 Books, Books, Books!
We offer a wide variety of the newest professional publications on finance, accounting, management, and other school business concerns, all at a 20% discount to ASBO International members. ASBO member orders are expertly handled by Rowman and Littlefield Education. To visit the ASBO catalog and place your order, go to the Rowman and Littlefield Education Web site at www.rowmaneducation.com, or call them toll-free at 800/462-6420.

14 GASB 34 Resources
Implementing the Government Accounting Standards Board's Statement 34 is an important topic among school business officials. ASBO International members receive a 20% discount on orders, all handled by Rowman and Littlefield Education. To check out GASB 34 publications and place your order, visit the **Rowman and Littlefield Education** Web site at www.rowmaneducation.com, or call them toll-free at 800/462-6420.

15 Volume Discounts Through U.S. Communities
ASBO International is a co-sponsor of the U.S. Communities Purchasing & Finance Agency, which pools buying power nationwide to achieve bulk volume discounts. Your local agency or government office can save thousands on office supplies, furniture, computers, and many other products. To find out how to contact U.S. Communities suppliers, call them toll-free at 866/472-7467, or e-mail info@uscommunities.org

16 Legislative Action Center
ASBO International's comprehensive online resource for government relations. Track national and state legislation, send a letter to your representative, get election results and media contacts, and access the latest information on hundreds of topics...this is one site that every school manager needs to bookmark. Daily updates make it indispensable. Get the latest news today on the ASBO Web site, or find the Action Center directly at www.capwiz.com/asbo. For more information, contact ASBO's Ron Skinner at rskinne@asbointl.org or 703/708-7068.

www.asbointl.org

17

Professional Committees

ASBO International relies on the knowledge and experience of 14 Professional Committees for the latest policies and trends across the field of school business management. Practitioners have access to the expertise of Committee members by e-mail through the ASBO International Web site. Find ASBO's Committee directory at: www.asbointl.org/CommitteeDirectory

18

Affiliate Relations

ASBO International's 58 affiliates, which stretch from North America to South America, Africa, Europe, and Australia, are valuable resources for local and international school business issues and networking opportunities. Check for news and calendar updates in the What's New section of ASBO International's Web site at www.asbointl.org/Calendar or contact Shirley Massman at smassman@asbointl.org or 703/ 708-7081.



19

News and Current Events

In-depth stories, current events, and breaking news on government programs and legislation are always being added to the What's New section of ASBO International's Web site. Stay up to date by adding www.asbointl.org/WhatsNew to your Web favorites.

20

EPA Resource: FREE Indoor Air Quality Action Kit

ASBO International helps sponsor the "Tools for Schools" Action Kit for the Environmental Protection Agency's Indoor Air Quality program, and we offer kits to ASBO members. ASBO also offers the free resources of IAQ Resident Practitioner Dan Moberly to help your district implement the Action Kit. To order your free Action Kit or to learn more about Dan Moberly, visit www.asbointl.org/Recognition

TOOLS

21

403(b)/Tax-Sheltered Annuity Plan Tools

ASBO provides members with a standard compliance checklist, a service provider agreement, and salary reduction agreement forms for 403(b)/Tax Sheltered Annuity Plans, available in ASBO's Members Only section, at my.asbointl.org. And don't miss the latest developments concerning the IRS' new proposed 403(b) regulations, and what they may mean for you, at www.asbointl.org/WhatsNew

22

Web Forums

ASBO International's Web Forums are a great way to ask questions of your peers or keep up with the latest trends in school business management. ASBO members answer your questions and bring new ideas to the table along with experts in the field. Forums are available on financial management, GASB 34, and topics of your choice, with more options being added in 2005. They're easy to use! . . . just go to my.asbointl.org and click on My Communities.

23

Member Search Tool

This handy online tool for ASBO members searches ASBO's database and provides e-mail and postal addresses, plus phone and fax numbers. Search for other ASBO members by name, city, and state, district budget and enrollment size, or your own business interests. In ASBO's Members Only section at my.asbointl.org

24

Internet Links

ASBO International provides you with hundreds of useful links to education-related Web sites, including other associations, publications, and government clearinghouses domestically and abroad. Check out the ASBO home page www.asbointl.org or scroll through our Education Links section at www.asbointl.org/EducationLinks

SERVICES

25

Job Listings

Agent K-12 is a Web site where job seekers can search jobs, post their resumé, and create a personal search agent. Recruiters can post a job or search qualified candidates from across the nation. ASBO members receive a 10% discount on any job posting they make on Agent K-12. For more details visit www.agentk-12.org/ASBO

26

Professional Liability Insurance

Forrest T. Jones & Company provides ASBO members with a variety of options for protection from the high cost of liability and other lawsuits. Coverage is available for public school educators, employed students, and individuals and groups in the private sector. For more information, call 800/ 265-9366.

www.asbointl.org

27

Long-Term Care Insurance

Forrest T. Jones & Company offers ASBO International members a no-obligation price comparison between several top-rated long-term care carriers. It features a selection of plans covering home health care, assisted living, and nursing home expenses, with special ASBO member discounts available. Call 800/265-9366 to ask for your personalized comparison.

28

Cancer Insurance Plan

Fidelity Security Life Insurance offers ASBO members and their families a low-cost cancer plan, which can pay cash benefits over and above your other insurance plans. A wide range of expenses are covered, including preventative procedures such as mammograms, for up to \$500,000 of individual lifetime benefits. Call Forrest T. Jones & Company, Inc., at 800/265-9366.

29

Life and Disability Insurance

ASBO members are eligible for numerous low-cost insurance programs through New York Life, including term life, disability income protection, and major medical insurance. Call Forrest T. Jones & Company, Inc., at 800/265-9366.

30

Auto Insurance

We've asked GEICO to provide ASBO members an additional 8% discount in most states on their already-low auto insurance rates. Featuring nationwide 24-hour claims service, customized coverage, safety discounts, and more. Call GEICO at 800/368-2734 to check availability in your state and lower your rates.

31

Car Rental Discounts

ASBO International members receive Hertz Member Discount Cards for added discounts on car rentals and upgrades, value-added offers, and "members only" reservation numbers. To hit the road, call Hertz at 800/654-2210 in the U.S., or 800/263-0600 in Canada.

32

Member Services

ASBO International provides you with one-stop convenience and personal care for all your member service needs. New memberships, meeting registration, help with orders, change of address—we've got it covered. Contact any of our Member Services staff: Theresa Boulware at tboulware@asbointl.org or 703/708-7080; Jay Snyder at jsnyder@asbointl.org or 703/708-7079.



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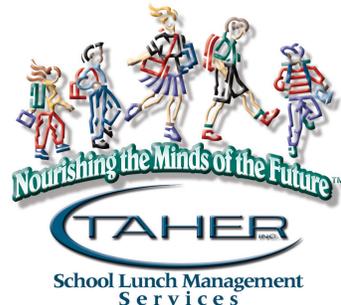
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Participating Seminars Includes:

♦ Taking Care of Business Seminar	Waukesha	November 16, 2005
♦ WASBO/WASPA Human Resource Seminar	TBD	December TBD, 2005
♦ Facilities Management Conference	Wisconsin Dells	February 28-March 1, 2006
♦ Transportation & Bus Safety Workshop	Wisconsin Dells	March 1, 2006
♦ Accounting Seminar – (Counts as 2)	Wisconsin Dells	March 29-30, 2006

Rates:	1 Seminar Day	\$125	4 Seminar Days	\$400
	2 Seminar Days	\$225	5 Seminar Days	\$475
	3 Seminar Days	\$315		

Here are the Rules:

1. First, send in your money to the WASBO office to purchase your coupons. WASBO will mail the coupon book to you in the shortest time possible not to exceed one week. Coupons will not be mailed until payment is received. The WASBO office will preprint your name, the school district name, and the date of purchase. The coupons will also be numbered.
2. Attach the coupons to your registration form when you submit it to the WASBO office. Fax registrations using a coupon will be accepted. On the coupon please fill out the attendee's name and the name of the seminar. WASBO must receive the original coupon to have it credited to the seminar. The coupon cannot be used instead of a registration form. You will not be registered for a seminar unless the registration form for that seminar is received.
3. Coupons can ONLY be transferred between individuals at the same school district.
4. Coupons are valid only for the above noted seminars and dates. No coupons can be used after June 30, 2006, the end of the fiscal year. No refunds will be given for unused coupons by a school entity.
5. If you do not cancel prior to one week before to the seminar, the coupon will be considered used and void.
6. Once an invoice is paid in full, a refund cannot be generated by replacing the payment with a coupon.
7. If you lose your coupons, you must notify the WASBO office in writing. WASBO will issue you replacement coupons with the same numbers as the first coupon book previously purchased, not including the coupons already used, for an administrative fee of \$25.

WASBO Seminar Coupon Order Form

Name: _____ Title: _____

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Billing Address _____ Signature _____

Completed by WASBO:

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**8th Annual WASBO
Facilities
Management
Conference**

Tuesday, February 28
& Wednesday, March 1, 2006

Kalahari Resort &
Conference Center
Wisconsin Dells, WI

**WASBO Transportation
and
Bus Safety Workshop**

Wednesday, March 1, 2006
Kalahari Resort & Conference Center
Wisconsin Dells, Wisconsin

**10th Annual
WASBO Accounting Seminar**

March 29-30, 2006
Ho-Chunk Convention Center
Wisconsin Dells/Baraboo, Wisconsin

- Indirect Costs
- OPEB Accounting
- Student Activity Funds
- Your Year-end Audit: Help or Hindrance?
- Other Post Employment Benefits Basics (OPEB)
- Accounting for Open Enrollment, Tuition Waivers & More
- Orientation for Staff NEW to the School Business Office
- Budgeting Practices
- Current Bargaining Strategies
- Are Schools Truly Exempt from Sales Tax?
- Health Reimbursement Arrangements (HRA) - An Insurance Tool for the Future
- How to Prepare for an Audit
- Aids and Grants
- State Aid Financial Reporting (SAFR)
- Cash Flow
- IRS Issues
- Debt 101
- Revenue Limit
- Accounting for Debt Transactions
- Gate Receipts and Cash Handling

To make your room reservation at Ho-Chunk call 1-800-746-2486 or 608-356-6210. Refer to group number WSBO15 to get the \$62 rate.

Short Shots



Federal Appropriations In late December, the Senate approved the education appropriations bill for 2006. It decreased funding by \$624 million from 2005.

Health Care Costs A recent ASBO International survey indicates that the average cost of health care in school districts is \$895 per pupil, or 10% of the district's budget.

WASBO Web Site The new data base is nearing completion. When finished, in the near future, you will see a very comprehensive web site with numerous enhancements. In the meantime we ask you to bear with us and continue to use the current web site.

Joint Convention Format Those of you who attended the Joint Convention in Milwaukee experienced a changed programming format. The changes were made by the WASB. WASBO's role in the convention continues to be the offering of six break out sessions.

Wanted WASBO needs more mentors in more places. If you are interested in taking the required training, mark you calendars now for a session at D.C. Everest on February 21 or at the WASBO office on February 20. More information will follow. New graduates are required by statute to be provided with trained mentors. School Boards are required to provide them. WASBO received a \$5,000 training grant from the DPI.

P-Cards Sixteen districts are now using the WASBO Purchasing Cards. They are saving time and money. A users/potential users meeting was held in the WASBO office on January 6. It was well attended and informative. Representatives of Harris Bank provided additional training and responded to questions and suggestions. Future meetings will be scheduled. Oregon ASBO has now joined with Illinois, Wisconsin and Indiana adding rebate volume to the partnership.

Where are They? Karen Dvornik from Whitefish Bay to South Milwaukee, Julie Orlowski from South Milwaukee to St. Francis, Jerry Dudzik from Cedarburg to Hartford Joint #1 and Hartford Union High School Districts.

WASBO Scholarships Applications are due April 15th for the WASBO Foundation Matching Scholarships (MetLife Resources \$3,500 Scholarship and EMC Insurance Companies \$3,000 Scholarship) and the \$1,000 WASBO Foundation-Siemens Academic Scholarship.



Passion: Do What You Love; Love What You Do

Spring Conference Keynote Session with John Powers

Passion is the difference between a Work-A-Holic who puts all of his or her time into their "Job" and a Love-A-Holic who puts all of his or her enthusiasm, creativity and human spirit into their "Career". Loving who you are and what you do is how to be the best at who you are and what you do. When you practice passion, you harvest such benefits as: joyously meeting the challenges of constant change; becoming a better leader, team player, communicator, negotiator, problem solver, creative thinker and reducing both your physical and emotional stress just to name a few. Those who love who they are and what they do are always more successful than those who do not. For a simple reason: Playing is a more natural and creative activity than working. If you are playing and your competition is working, you are going to win. Don't miss this session at the Spring Conference to gain some simple but highly effective suggestions on how to immediately begin enriching your life in passionate - and therefore, highly productive - ways.



25 YEARS
IN SCHOOL
AND COUNTING

With a quarter century of experience insuring Wisconsin schools, Wausau sits at the head of the class in understanding the needs of schools in our state and providing bottom-line value to school boards. Wausau is a Wisconsin company. Our children attend schools here; we pay taxes here and we care about cost-effective programs in our schools. We're proud of the important work we've done with the WASB to promote loss prevention and safety for students, teachers and support staff. Over the years, Wausau has joined the education community in supporting our



state's youth as a sponsor of the Badger State Games, WIAA Scholar/Athlete Awards and Very Special Arts. To learn how Wausau TotalValueSM and the WASB Insurance Plan

can benefit your school district — in schools and at the bottom line, contact Mark Meeks, Wausau Signature Agency, at 715-847-8120.



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WASBO Calendar

Professional Development

February 28-March 1, 2006

WASBO Facilities Management
Conference, *Kalahari Conference Center*
- *WI Dells*

March 1, 2006

WASBO Transportation & Bus Safety
Workshop, *Kalahari Conference Center*
- *WI Dells*

March 29-30, 2006

WASBO Accounting Seminar, *Ho-Chunk*
Conference Center - WI Dells

May 16-19, 2006

WASBO Foundation Spring Conference
& Exhibits, *KI Convention Center - Green*
Bay

June 21, 2005

WASBO Custodial & Maintenance
Summer Conference, *Hosted by Muskego-*
Norway School District and Wisconsin
Rapids School District

August 2 (Madison) & August 3,
2006 (Appleton)

Educational Support Professionals'
Workshop

Committee Meetings

School Facilities Committee

February 28 (5:20-6:00 p.m.) - Wisconsin
Dells

Regionals

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

March 10 Ashwaubenon
June 16 Seymour (Jt. Meeting with
NEASBO)

Northeast

February 10 Fond du Lac
April 7 Manitowoc
June 16 Seymour (Jt. Mtg. w/ Bay
Regional)

Northwest - Meetings are usually held at

Lehman's Supper Club in Rice Lake
February 8 Fraud Prevention
March 8, April 12, May 10
June 14 Tentative

Southeast - Meetings are from

9:45-11:30 am with lunch following.
February 10 Greenfield
April 14 Hamilton
June 12 TBD

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

Wisconsin Valley - Coffee at 9:00, Meeting
at 9:30.

February 3 D.C. Everest
March 3 Auburndale
April 7 Wausau
August 18 Antigo



Madison Area - Meetings are held at the
Middleton-Cross Plains District Office.

February 17
March 24
April 21

Southwest - All meetings will be held at the
CESA #3 office in Fennimore. Lunch at noon is
optional. Meetings begin at 1:00 p.m.

February 17
March 15
April 19

Board of Directors Meetings

February 15 - Madison
March 28 - Wisconsin Dells
April 21 - Madison
May 16 - Green Bay (If needed)
June 16 - Madison

Business Meetings

May 19, 2006 - Green Bay

Business Briefs

Go to www.wasbo.com and click on
"Resources" for the latest Business
Briefs.



**Wisconsin Association of School
Business Officials**

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