



**Wednesday, December 21, 2022
Board of Education Work Session**

**APPLETON AREA SCHOOL DISTRICT
BOARD OF EDUCATION WORK SESSION
Scullen Leadership Center
131 E. Washington Street, Suite 1A
Appleton, WI 54911
Time: 7:30 AM**

Board of Education Work Sessions are not broadcast via live stream but are open to the public unless otherwise noticed. Any special needs or any requests for accommodations related to accessing the meeting should be sent to the Office of the Superintendent, at superintendent@aasd.k12.wi.us or (920) 832-6126, at least 24-hours in advance of the meeting.

1. Meeting Opening

Subject	A. Roll Call
Meeting	Dec 21, 2022 - Board of Education Work Session
Category	1. Meeting Opening
Type	Discussion, Information, Report

2. Potential Development of a New Charter School (OE-11.1: Assure that instructional programs are culturally responsive and accommodate the different needs, abilities, interests and personal goals of individual students.)

Subject	A. Academy for Black Excellence (ABLE) - for Information
Meeting	Dec 21, 2022 - Board of Education Work Session
Category	2. Potential Development of a New Charter School (OE-11.1: Assure that instructional programs are culturally responsive and accommodate the different needs, abilities, interests and personal goals of individual students.)
Type	Discussion, Information

Assistant Superintendent Matt Zimmerman, along with ABLE committee members, will present information on a proposal for a potential new charter school.

File Attachments
[ABLE presentation Dec 2022.pdf \(1,122 KB\)](#)

3. Monitoring Reports (OE-8.1: Submit required monitoring data in a thorough, accurate and understandable fashion, according to the Board's annual work plan schedule.)

Subject	A. Monitoring: OE-6 Financial Administration - for Information/Discussion
Meeting	Dec 21, 2022 - Board of Education Work Session
Category	3. Monitoring Reports (OE-8.1: Submit required monitoring data in a thorough, accurate and understandable fashion, according to the Board's annual work plan schedule.)
Type	Discussion, Information

File Attachments
[OE-6 Financial Administration - Monitoring Report 2022.pdf \(522 KB\)](#)

Subject	B. Monitoring: OE-12 Facilities - for Information/Discussion
Meeting	Dec 21, 2022 - Board of Education Work Session
Category	3. Monitoring Reports (OE-8.1: Submit required monitoring data in a thorough, accurate and understandable fashion, according to the Board's annual work plan schedule.)
Type	Discussion, Information

File Attachments
[OE-12 Facilities \(12-16-22\).pdf \(1,501 KB\)](#)

4. Adjourn

Subject	A. Adjournment of Work Session
Meeting	Dec 21, 2022 - Board of Education Work Session
Category	4. Adjourn
Type	Information, Procedural



Board of Education Work Session
December 21, 2022

AASD Original Philosophy Centered Around Three Questions

1. Is it good for students and families?
2. Does it provide a different approach/opportunity?
3. Did it add revenue to the district?



Academy for Black Excellence

Dr. Bola Delano-Oriaran
Co-Founder, African Heritage, Inc.



African Heritage, Inc.

Advancing the wellbeing of Blacks, African Americans

**AFRICAN HERITAGE, INC., IN PARTNERSHIP WITH THE
APPLETON AREA SCHOOL DISTRICT & THE CITY OF APPLETON**

SAVE THE DATE

MAY 21ST 5:00 P.M.

TOWN HALL MEETING & SOUL FOOD DINNER - FREE ADMISSION



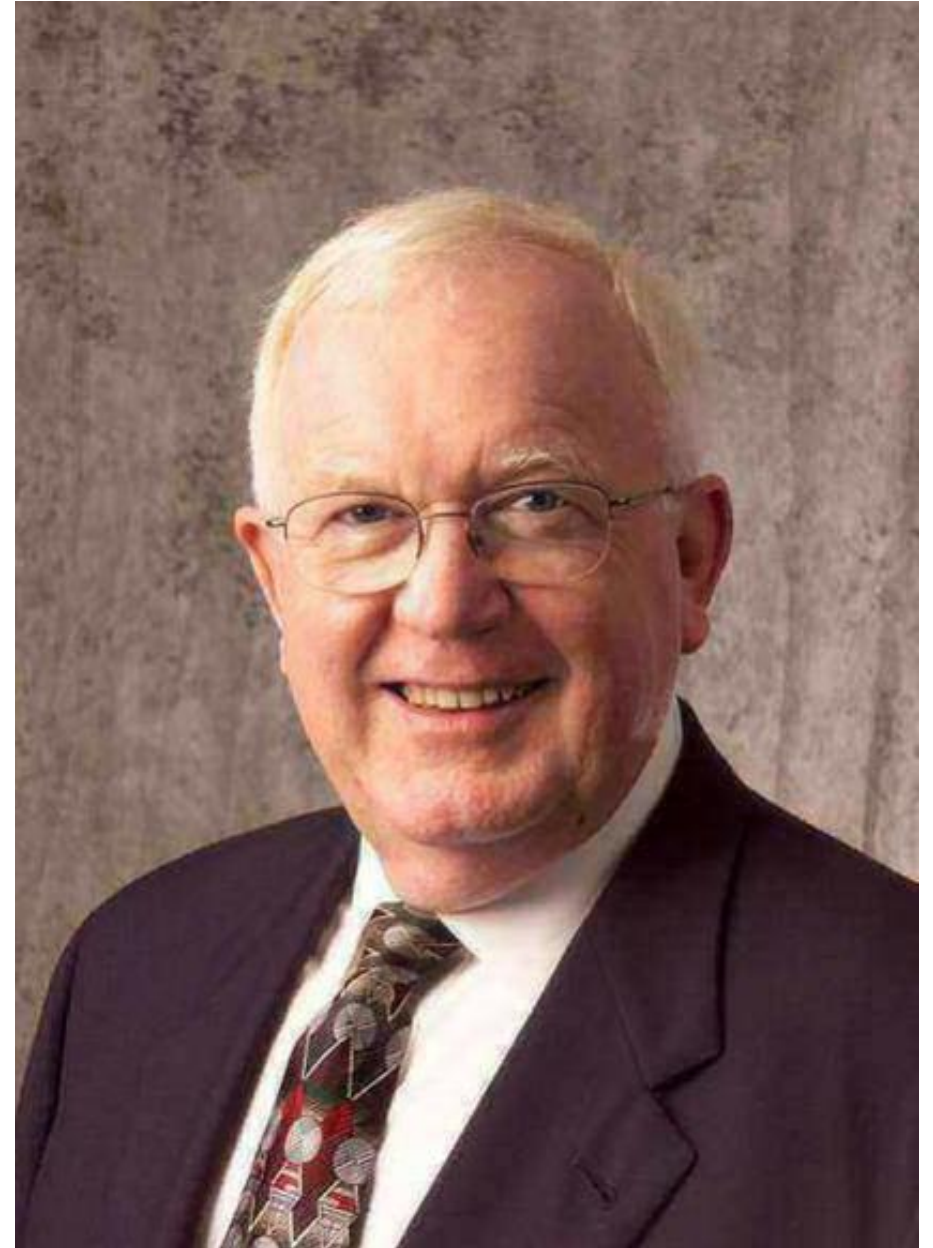
**INVITATION ONLY TOWN HALL MEETING FOR & WITH AFRICAN
AMERICAN/BLACK FAMILIES IN THE APPLETON AREA SCHOOL DISTRICT**



African Heritage, Inc.



Long standing relationship with **AASD**





African Heritage, Inc.



African American, Blacks in the Fox Cities

	Black, African American	Multiracial
Appleton	2,347	2,287
Menasha	321	861
Little Chute	142	310
Kaukauna	2	319
Hortonville	0	36
Kimberly	6	386



African Heritage, Inc.



STATE OF BLACK CHILDREN - MATHEMATICS

	2021-22 %Prof/Adv Statewide	2021-22 %Prof/Adv AASD	2021-22 %Prof/Adv Black AASD
Grade 3	48.4%	44.8%	20.0% (24.8% Gap)
Grade 4	45.0%	43.7%	16.7% (27% Gap)
Grade 5	46.0%	47.1%	25.0% (22.1% Gap)
Grade 6	39.7%	45.1%	16.2% (28.9% Gap)



African Heritage, Inc.

STATE OF BLACK CHILDREN - ENGLISH LANGUAGE ARTS

	2021-22 %Prof/Adv Statewide	2021-22 %Prof/Adv AASD	2021-22 %Prof/Adv Black AASD
Grade 3	35.6%	34.5%	13.3 (21.2% Gap)
Grade 4	42.2%	41.2%	22.2 (19% Gap)
Grade 5	40.9%	41.5%	16.7 (24.8% Gap)
Grade 6	38.2%	43.7%	16.2 (22% Gap)



African Heritage, Inc.

STATE OF BLACK CHILDREN -

Student group performance level by year

All student groups are shown. Student data is shown for full academic year students in tested grades.

ENGLISH LANGUAGE ARTS

	2018-19					2020-21					2021-22				
	Total # Tested	Advanced	Proficient	Basic	Below Basic	Total # Tested	Advanced	Proficient	Basic	Below Basic	Total # Tested	Advanced	Proficient	Basic	Below Basic
All Students: K-12 State	572,413	8.0%	32.7%	34.1%	25.3%	493,155	6.9%	31.5%	35.2%	26.5%	541,295	7.1%	30.8%	33.9%	28.2%
All Students	9,716	7.1%	31.4%	37.0%	24.5%	8,373	6.6%	30.0%	35.7%	27.7%	8,950	7.0%	31.7%	34.9%	26.5%
American Indian or Alaskan Native	54	3.7%	24.1%	35.2%	37.0%	43	0.0%	11.6%	37.2%	51.2%	58	3.4%	10.3%	36.2%	50.0%
Asian	1,139	5.0%	20.1%	45.2%	29.7%	986	4.2%	18.3%	40.0%	37.6%	1,140	3.7%	23.1%	43.5%	29.7%
Black or African American	459	2.6%	15.3%	28.8%	53.4%	360	1.1%	11.4%	34.2%	53.3%	374	1.3%	12.8%	26.7%	59.1%
Hispanic or Latino	1,064	1.1%	21.3%	39.2%	38.3%	940	2.3%	17.9%	36.3%	43.5%	1,051	2.7%	18.3%	36.5%	42.5%
Native Hawaiian or Pacific Islander	<20	*	*	*	*	<20	*	*	*	*	<20	*	*	*	*
White	6,733	8.8%	36.2%	35.9%	19.1%	5,729	8.3%	35.6%	34.8%	21.3%	5,905	9.0%	37.3%	33.6%	20.1%
Two or More Races	254	5.9%	26.4%	36.2%	31.5%	307	3.9%	24.8%	37.1%	34.2%	410	3.9%	29.3%	33.7%	33.2%
Economically Disadvantaged	3,758	2.4%	19.9%	40.7%	37.0%	3,286	2.3%	18.3%	37.5%	41.9%	3,871	2.4%	20.3%	37.1%	40.2%
English Learners	1,298	0.5%	13.4%	42.6%	43.5%	1,102	0.7%	9.3%	36.3%	53.7%	1,303	0.8%	13.0%	39.0%	47.2%
Students with Disabilities	1,525	1.1%	8.9%	27.7%	62.4%	1,385	0.9%	8.6%	26.1%	64.4%	1,481	1.4%	10.3%	25.3%	62.9%



African Heritage, Inc.

STATE OF BLACK CHILDREN -

Student group performance level by year

All student groups are shown. Student data is shown for full academic year students in tested grades.

MATHEMATICS

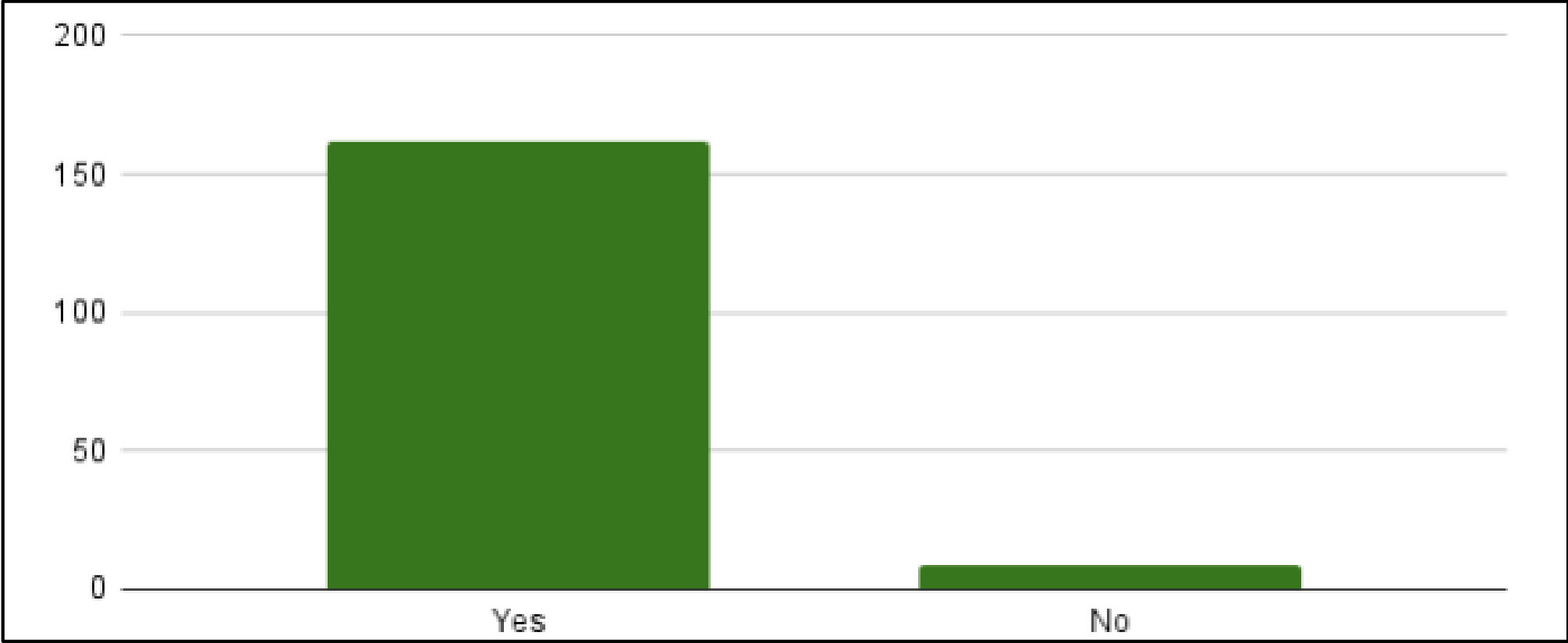
MATHEMATICS

	2018-19					2020-21					2021-22				
	Total # Tested	Advanced	Proficient	Basic	Below Basic	Total # Tested	Advanced	Proficient	Basic	Below Basic	Total # Tested	Advanced	Proficient	Basic	Below Basic
All Students: K-12 State	573,212	9.4%	31.6%	30.8%	28.2%	493,043	7.0%	29.4%	31.6%	32.0%	542,396	9.3%	28.2%	29.1%	33.3%
All Students	9,717	8.7%	32.1%	34.1%	25.1%	8,348	6.3%	27.9%	32.9%	33.0%	8,953	9.5%	27.8%	30.6%	32.0%
American Indian or Alaskan Native	56	1.8%	26.8%	39.3%	32.1%	43	0.0%	14.0%	37.2%	48.8%	58	1.7%	6.9%	29.3%	62.1%
Asian	1,139	6.0%	22.7%	38.5%	32.7%	986	4.3%	17.2%	32.7%	45.8%	1,140	6.1%	22.6%	33.5%	37.7%
Black or African American	456	2.0%	12.3%	30.9%	54.8%	355	0.3%	9.3%	24.8%	65.6%	376	1.3%	11.7%	19.1%	67.8%
Hispanic or Latino	1,064	2.7%	20.1%	36.5%	40.7%	940	1.9%	13.1%	31.6%	53.4%	1,060	3.1%	13.8%	30.8%	52.3%
Native Hawaiian or Pacific Islander	<20	*	*	*	*	<20	*	*	*	*	<20	*	*	*	*
White	6,735	10.7%	37.3%	33.1%	18.9%	5,710	7.8%	33.9%	33.7%	24.6%	5,897	12.3%	33.0%	30.6%	24.1%
Two or More Races	254	5.5%	24.8%	35.4%	34.3%	307	4.6%	20.5%	32.2%	42.7%	410	4.4%	21.2%	33.7%	40.7%
Economically Disadvantaged	3,761	3.1%	21.2%	37.0%	38.7%	3,271	1.7%	16.8%	32.4%	49.0%	3,875	3.4%	18.6%	31.1%	46.9%
English Learners	1,302	1.4%	16.1%	37.0%	45.5%	1,098	0.7%	8.6%	28.2%	62.5%	1,313	2.2%	12.4%	30.3%	55.1%
Students with Disabilities	1,525	1.4%	11.7%	24.9%	62.0%	1,381	1.5%	9.6%	20.4%	68.4%	1,478	2.8%	10.3%	20.4%	66.4%



African Heritage, Inc.

COMMUNITY SUPPORT



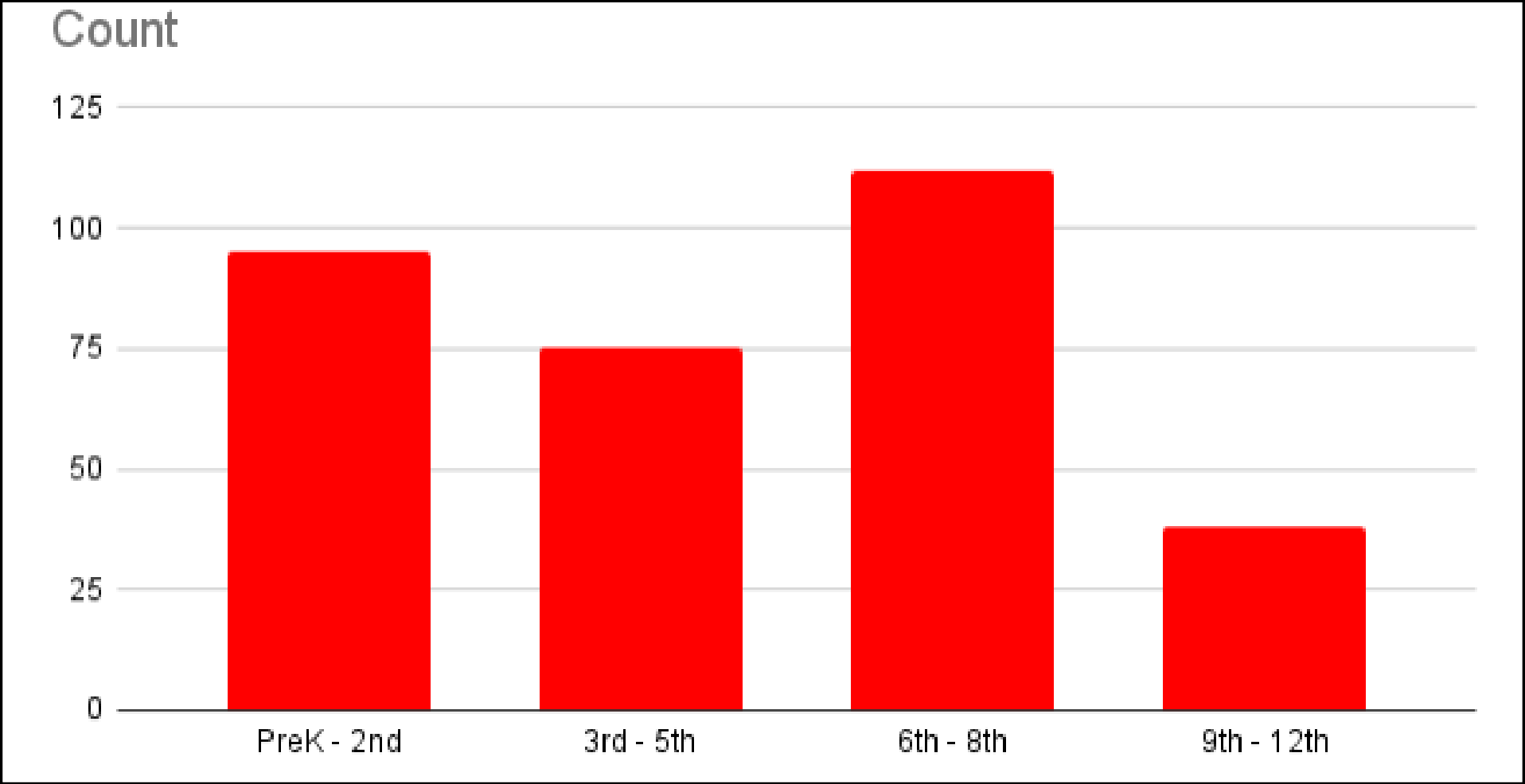
Count of do you want a school led by individuals with expertise in African Americans?



African Heritage, Inc.



COMMUNITY SUPPORT



Count : Grade level families are interested in
Note: Families responded to various grade levels multiple times



African Heritage, Inc.



Wisconsin's education system ranked the worst in racial equality in Education in the United States

<https://wallethub.com/edu/states-education-with-the-most-racial-equality/75962>



African Heritage, Inc.

Wisconsin is worst in nation for the well-being of Black children

(<https://newsone.com/3005946/the-worst-state-in-america-for-black-children/>)



African Heritage, Inc.

Black Children are struggling, they are not Okay

(<https://wallethub.com/edu/states-education-with-the-most-racial-equality/75962>)



WHY?

African Heritage, Inc.

Why is there a need for an African-centered school?

- Support AASD in confronting and “closing” the opportunity, achievement, school resources, digital access, mental health resources, teacher training, and family engagement gaps (Darling-Hammond, 1998; Hale, 2016; Irvine, 2010; Ladson-Billings, 2009).





African Heritage, Inc.

PROPOSAL

Establishment of the Academy for Black Excellence (ABLE), a grades K-5

Charter School,

- African-centered instruction that is culturally relevant, responsive, and aligned with the AASD core curriculum.
- Any family interested in an African centered curriculum can attend ABLE.
- Response to the persistent opportunity, learning, achievement, digital, and educational gaps between Black/African American and White students in Appleton.
- Create a school space where Black students have a sense of belonging.
 - Aligning with AASD's 2021-2022 scorecard key measure/target of increasing the number of elementary school students who experience a sense of belonging in their school spaces

The background features a vibrant, abstract pattern of geometric shapes in yellow, red, green, and black. Overlaid on this pattern are two dark, silhouetted figures of people, possibly in conversation, positioned on the left and right sides of the frame.

Video

<http://bit.ly/3PQnSVI>



African Heritage, Inc.

GOALS

- **Goal 1:** Increase student achievement in mathematics
- **Goal 2:** Increase student achievement in Reading/English Language Arts
- **Goal 3:** ABLE students will demonstrate increased knowledge and understanding of African American/Black cultures, histories, and languages.
- **Goal 4:** ABLE students will demonstrate increased engagement in their learning.



African Heritage, Inc.



DEVELOPMENTAL OPPORTUNITIES

- Space/Building
- Staffing
 - Recruitment
 - Retention



African Heritage, Inc.

Thank You

“It Takes A Village to Eduraise our Children



Success for
Every Student,
Every Day



**Appleton Area School District
Operational Expectations Monitoring Report
OE-6 Financial Administration**

SUPERINTENDENT CERTIFICATION:

With respect to Operational Expectations Policy 6, Financial Administration, the Superintendent certifies that the following information is accurate and complete, and the District is:

☒ **Compliant**

☐ **Compliant with the exceptions noted**

☐ **Non-Compliant**

Executive Summary/Analysis:

The interpretations and indicators, as submitted below, will provide evidence to the Board that the District's assets are maintained and protected. The District's Business Services Department maintains a strict set of checks and balances for the District's finances. Evidence of some of these procedures will be provided in samples attached to this report.

The most significant indicator of compliance is the annual financial reports from the auditors. This report reflects that there are no material weaknesses in the operational procedures, indicates that reports were timely and accurate, and that expenditures occurred in line with the established budget.

Notes or exceptions, if any:

The District is in compliance with all indicators with the exception of a timing issue under OE 6.7. OE 6.7 states: *The District publishes within six months of the close of each fiscal year a complete set of financial statements and a report consistent with generally accepted accounting principles and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.* We are out of compliance in the fact that we will not be able to "publish", meaning make available in hard copy and electronically for the general public, until on or about January 9, 2022. Given

that the end of our fiscal year is June 30, 2022 we would need to publish the annual report and audit by December 31, 2022 to be in compliance with this subpart of the OE. The due date to submit the annual audit reports to DPI is December 15, 2022, there is not another regular board meeting between that time and the end of the year at which the audit could be presented nor is it felt that it is necessary to have a special meeting of the board solely for this purpose.

Signed: _____ Date: _____
Superintendent

BOARD ACTION:

With respect to Operational Expectations Policy 6, Financial Administration, the Board finds that the District is:

_____ **Compliant**

_____ **Compliant with the exceptions noted**

_____ **Non-Compliant**

Commendations and/or Recommendations, if any:

Signed: _____ Date: _____
Board President

Document submitted: _____

Re-submitted: _____

OE - 6: Financial Administration	Superintendent	
The Superintendent shall not cause or allow any financial activity or condition that materially deviates from the budget adopted by the Board; cause or allow any fiscal condition that is inconsistent with achieving the Board's results or meeting any operational expectations goals; or places the long-term financial health of the district in jeopardy.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: The Board values a well-managed, balanced budget with expenditures that are consistent with District goals and support the achievement of the Board's Results policies and Operational Expectations policies. • Financial activity shall mean any action conducted by District employees that is conducted on behalf of the District and incurs a monetary cost. • Materially deviates (greater than 5%) shall mean causing the District to expend more in a budget category than the annual appropriation resolution adopted by the Board of Education or as amended by the Board of Education through supplemental appropriations. • Fiscal condition shall mean the cash flow position needed to meet financial obligations. • Long-term financial health shall mean the ability of the District to meet its monetary obligations for the current fiscal year and preserving a fund balance that provides for monetary requirements for the ensuing fiscal year.		
OE – 6.1 The Superintendent will assure that payroll and legitimate debts of the district are promptly paid when due.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Payroll shall mean monies owed to employees as a result of contracts with the District or services rendered. • Legitimate debts shall mean legal obligations due for goods or services performed in compliance with terms and conditions outlined in district policy, contracts or agreements. • Promptly paid shall mean covering District financial obligations within the time period noted in contracts, district policy and financing arrangements, and within a time period that maintains or improves the District's credit rating.		

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • 100% of employees are accurately and timely paid. • 100% of payroll related liabilities are accurately and timely paid in accordance with timeframes established by the IRS, WRS and Wisconsin Department of Revenue. • 100% of invoices have been reviewed for completeness and appropriateness and judged to be accurate before a vendor is paid. Proof of receipt of materials or services is evident on the invoice. • 100% or the District long-term debt General Obligation bonds are paid in accordance with the bond debt service schedules. SUPERINTENDENT Evidence of Compliance: • Payroll is run on a semi-monthly basis (15th and EOM) and processed the prior business day if the 15th or End-Of-Month falls on a weekend or banking holiday. Regular employees (both salary and hourly) are paid for their regular scheduled hours based on their assignment(s). Any additional pay or other adjustment is processed through the use of timesheets. Leave time is tracked through a separate software system. These adjustments are reconciled for each payroll. A sample of this reconciliation is attached here. If any timesheets are missed for a regular check run, an additional run is processed to be sure all are processed within 30 days of work being completed for the time period on the sheet. • Payroll related liabilities are paid either semi-monthly following the regular payroll or monthly in accordance with the requirements of the vendor or government agency. Liabilities are reconciled either monthly to invoices for vendors or quarterly with government reports. Minor adjustments for rounding or changes in employee status are made at the time of reconciliation. Liabilities are also reviewed as part of the annual fiscal audit. Attached are examples of the quarterly 941 report filed with the IRS and monthly reconciliation report (from Skyward) for the WRS (WI Retirement System) the two largest payroll related liabilities of the District. • Vendor invoices are reviewed at the site or department level. Each invoice is coded for accounting purposes and referencing a purchase order number if applicable once the items are received. These are approved by the appropriate administrator and submitted to Business Services. A few departments also enter the invoice information into Skyward. Invoices received by Business Services are reviewed for account coding and proper authorization. If not already in the Skyward system, the invoices are entered by the Accounts Payable secretary. Each batch of invoices is reviewed by the AP secretary to verify; vendor name and address, invoice total and account codes. Batches are then reviewed by the Controller for	X X X X	
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accuracy. Checks or ACH payments are authorized to be made after the Controller's review. Attached here is a sample of the batch sheet generated during the review process signed off on by the Controller after review and an invoice in that batch. If adjustments are required after an invoice is paid, there is an account change process requiring administrative approval. Any other changes or corrections are processed with the next regular check run or a special run if time sensitive. Bond debts are currently paid semi-annually. Interest only payments are due September 1st and principal and interest payments are due March 1st of each year. Schedule		
Board Comments:		
OE – 6.2 The Superintendent will assure that all non-bid purchases are based upon comparative prices of items of similar value, including consideration of both cost and long-term quality.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: Non-bid purchases shall mean purchases costing less than \$100,000, but more than \$5,000. Comparative prices shall mean three or more quotes are obtained.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: - All purchases costing more than \$5,000, but less than \$100,000, will be comparatively priced with three or more quotes. Individual departments will track costing on a spreadsheet that will be submitted to the Chief Financial Officer for approval. SUPERINTENDENT Evidence of Compliance: - Attached here is the District procedure for purchasing. These are tested for compliance as part of the annual audit.	X	

Board Comments:		
OE – 6.3 The Superintendent will assure that all transactions in excess of \$100,000, including the purchase of supplies, materials and equipment, and any contracted services except professional services, are based on a competitive bid process.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Contracted services shall mean work that is completed by non-AASD vendors. • Professional services shall mean architects, accountants, engineers, lawyers, and teachers, etc. • Competitive bid process shall mean three or more bids were obtained.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • 95% of competitively bid purchases of supplies, materials, or equipment in the amount of \$100,000 or more are awarded to the most reasonable and responsible bid submitted by a qualified supplier, taking into consideration the needs of the District, the quality of materials (services) desired, and their contribution to the District program/school as documented by the Business Services Department. SUPERINTENDENT Evidence of Compliance: • Attached here is the District procedure for purchasing. These are tested for compliance as part of the annual audit.	X	
Board Comments:		

OE – 6.4 The Superintendent will coordinate and cooperate with the Board’s appointed financial auditor for an annual audit of all district funds and accounts.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Coordinate and cooperate with shall mean to provide all information to the auditors as requested to enable the auditors complete an annual Comprehensive Annual Financial Report following the end of each fiscal year. • All district funds and accounts shall mean all financial information and records contained in the accounting financial software.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • The Board appointed financial auditing firm completes the annual independent audit and presents an “Unqualified Opinion” report to the Board of Education prior to December 31st following the fiscal year end. SUPERINTENDENT Evidence of Compliance: • An audit of the District financial records and operations is conducted annually in compliance with state and federal regulations. Attached here is the completed audit for the year ended 6/30/2022. A paper copy of the reports and letters will be provided to board members as soon as available but prior to the presentation of the audit results in January.	X	
Board Comments:		
OE – 6.5 The Superintendent will make all reasonable efforts to collect any funds due the district from any source.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Reasonable efforts shall mean internal procedures and contracted external efforts to include a variety of methods depending on amounts of uncollected funds.		

● Source shall mean funding mechanisms of state and federal government, students, employees, vendors and any other financially related party.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● Uncollected funds (non-student) have been processed through collection efforts including reminder letters, phone calls, penalties for late payments, collection agencies, liens and attorney involvement. The cost (either monetarily and/or time resources) of collection efforts has been weighed against the amount to be collected and a purposeful decision has been made about whether or not to write off a receivable. The District's Director of Auxiliary Services generates a report of outstanding balances for review by the Board. ● Uncollected student funds have been processed through collection efforts including reminder letters, phone calls, and individual conferences. A report will be generated, and reviewed by the Board, showing uncollected funds at the end of each year, and will indicate that reasonable efforts were made to collect funds. SUPERINTENDENT Evidence of Compliance: ● Accounts Receivable are tracked in the Skyward financial software. Invoices are entered by a secretary and monitored by the AR secretary in Business Services, reminders and calls are sent if payments are not received timely. The list of outstanding receipts is reviewed as part of the annual audit. Attached here is the list as of 6/30/22. ● Student receivables are entered and tracked in the Infinite Campus software system. Regular reminders go out to parents for amounts due on student accounts. Annually Business Services reviews the list for students that have not attend the District for several year and for which collection efforts have not been successful. These accounts are written off in accordance with accepted accounting regulations and District procedures. policy on student accounts	X X	
Board Comments:		

OE – 6.6 The Superintendent will keep complete and accurate financial records by funds and accounts in accordance with Generally Accepted Accounting Principles.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Keep complete and accurate financial records shall mean the District will account for all financial resources and expenditures per the Financial Policies and Procedures account structure and report to the public using Generally Accepted Accounting Principles. • Generally Accepted Accounting Principles shall mean guidelines and standards for financial reporting promulgated by the Federal Accounting Standards Board.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • The independent financial auditors express an <i>“unqualified opinion”</i> on the basic financial statements and conformity with accounting principles generally accepted in the United States of America. • The audit report contains a fiscal year report of receipts and expenditures of each fund with designated program reports in accordance with the Financial Policies and Wisconsin Uniform Financial Accounting Requirements. The supplemental Schedules for each fund will be in the format prescribed by the Wisconsin Department of Public Instruction and shall be in agreement with the audited financial statements of the school district. • The independent financial auditors confirm in the audit report that the District is in conformity with the Financial Accreditation audit process required by the Department of Education to ensure compliance with budgetary, accounting and reporting requirements. SUPERINTENDENT Evidence of Compliance: • A copy of the audit for the year ended 6/30/22 is attached here.	X X X	
Board Comments:		

OE – 6.7 The Superintendent will publish a financial condition statement annually.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● Publish a financial condition statement annually shall mean publishing an easily read complete audit report statement of net assets, statement of activities, balance sheet and reconciliation of the governmental funds consistent with generally accepted accounting principles and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. ● Publishing shall mean producing hard copy print for the Board of Education and for review by the public, and available on the District website.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● The District publishes within six months of the close of each fiscal year a complete set of financial statements and a report consistent with generally accepted accounting principles and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. ● The statements and reports are published in print for the Board and copies made available to the public, and are posted for download on the District's website. SUPERINTENDENT Evidence of Compliance: ● A copy of the audit for the year ended 6/30/22 is attached here. ● Hard copies and publishing on the District website will be made available to the general public on or about January 9, 2022 once the audit is presented at the Board meeting. We do not have a second meeting in the month of December and therefore will not meet the "within six months" deadline.	X X	
Board Comments:		

OE – 6.8 The Superintendent may not expend more funds than have been received in the fiscal year unless revenues are made available through other legal means, including the use of fund balances, the authorized transfer of funds from reserve funds or from tax anticipation notes.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● Expend more funds than made available shall mean spend more money at the fund level than was budgeted and originally adopted by the Board or as amended by the Board of Education through supplemental appropriations. ● Legal means shall mean the use of appropriation resolution authorizing expenditures, use of fund balance, and transfers of interfund borrowing.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● As reported in the annual financial audit, expenditures at the fund level do not exceed appropriation amounts originally adopted, or as amended by the Board of Education through supplemental appropriations. ● There is no violation of state law or notification of a violation in connection with expenditures exceeding appropriations as determined by external auditors. SUPERINTENDENT Evidence of Compliance: ● A copy of the audit for the year ended 6/30/22 is attached here.	X X	
Board Comments:		
OE – 6.9 The Superintendent may not indebt the District.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● Indebt the district shall mean incurring short (within the current fiscal year) or long term (beyond the current year) financial obligations that are		

In Compliance

Not In Compliance

SUPERINTENDENT Interpretation:

SUPERINTENDENT Indicators of Compliance:

- As reported in the annual financial audit, expenditures at the fund level do not exceed appropriation amounts originally adopted, or as amended by the Board of Education through supplemental appropriations.
- There is no violation of state law or notification of a violation in connection with expenditures exceeding appropriations as determined by external auditors.

X

X

SUPERINTENDENT Evidence of Compliance:

Board Comments:

In Compliance

Not In Compliance

SUPERINTENDENT Interpretation:

not planned for and approved by the Board or, in the case of a bond election or mill levy override, by the community.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: - As reported in the annual financial audit, there are no short or long term financial obligations or debts except those that have been approved by the Board. - The external auditors make no reference to unapproved material obligations remaining unpaid 60 days after the close of the fiscal year. - All payment registers are approved by the Board within 60 days of the close of a month. SUPERINTENDENT Evidence of Compliance: - A copy of the audit for the year ended 6/30/22 is attached here. - Attached here is a sample of monthly board agenda item for review of payment registers.	X X X	
Board Comments:		
OE – 6.10 The Superintendent may not permanently transfer money from one dedicated fund to another.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: Dedicated funds include the General fund, Grants fund, Trust/Special Revenue fund, Special Education fund, Non-Referendum Debt fund, Referendum Debt fund, Capital Projects fund, Food Service fund, and Community Service fund.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: As reported in the annual financial audit, no funds were permanently transferred from one dedicated fund to another without Board approval.	X	

SUPERINTENDENT Evidence of Compliance: A copy of the audit for the year ended 6/30/22 is attached here.		
Board Comments:		
OE – 6.11 The Superintendent may not allow any required reports to be overdue or inaccurately filed.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: Overdue or inaccurately filed shall mean all deadlines will be met or an extension requested and reports will be filed as accurately as possible with the most current information and knowledge available.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: - The external auditors find there to be no material internal control weaknesses inherent in the District's financial system. SUPERINTENDENT Evidence of Compliance: - A copy of the audit for the year ended 6/30/22 is attached here.	X	
Board Comments:		

Success for
Every Student,
Every Day



Appleton Area School District
Operational Expectations Interpretation & Indicators Document
OE-12 Facilities

SUPERINTENDENT CERTIFICATION:

With respect to Operational Expectations Policy 12, Facilities, I certify the proceeding interpretations and indicators to be accurate and complete and reasonable.

_____ Compliant

 X Compliant with the exceptions noted

_____ Non-Compliant

Executive Summary/Analysis:

The interpretations and indicators, as submitted below, will provide evidence to the Board that the District's assets are maintained and protected. There are a total of (8) eight Facilities Operational Expectations, and (4) four are noncompliant. The noncompliant OE's include 12.2 (Project Life-cycle Costs), 12.3 (Safe, Clean, and Properly Maintained Facilities), 12.4 (Building New or Renovating Buildings), 12.6 (Construction Cost and Quality). The Facilities OE's contain (21) twenty-one indicators. A total of five (5) of these indicators were non-complainant.

The Facilities and Operations Dept. is dedicated to improving in the three OE's that are not in compliance as described below.

OE 12.2 Project Life Cycle Costs: The Board will receive updates on project life cycle cost analyses.

- The F&O Department has not briefed the Board on design alternatives or life cycle cost analyses for bond or non-bond projects. This work is conducted by our facilities department along with input from design professionals as appropriate, however it has not been shared in detail with the board. F&O requests input from the School Board on how to proceed in the future.

OE 12.3 Safe, Clean, and Properly Maintained Facilities: Inspections, Maintenance Requests, and Preventative Maintenance tasks are performed in a timely manner.

- The F&O Dept. committed to completing all reactive maintenance requests within an average of 20 days. The data collected over the 2021-2022 year shows our average completion time was 20 days – 18 hours. To correct this 18-hour overage the district's facilities director and facilities cluster coordinators will review work orders regularly and follow up with individuals assigned to any work orders over 20 days old. An area of success within the work order data is all service requests submitted by our teaching staff were completed within 13 days – 13 hours of being submitted. This shows the work that directly impacts our staff and students being completed in under two weeks.

OE 12.4 Build New or Renovating Buildings: Receiving Board approval for projects greater than \$100,000.

- The indicator for OE 12.4 states that renovation projects greater than \$100,000 will receive Board approval through the annual capital projects plan. During the 2021/2022 school year one project exceeding \$100,000 began prior to Board approval. This project consisted of remodeling the current auditorium at Ronald C Dunlap Elementary into classroom space. The need was presented to the F&O Department. after the annual capital projects review, but the need was too urgent to wait until the next review. This project is currently in progress, and will be completed prior to the 2nd semester of the 2022/2023 school year.

OE 12.6 Construction Cost and Quality: Authorize construction schedules and change orders that significantly increase the cost or reduce quality of any capital project.

- The indicator for OE 12.6 states that the Board will be briefed on any schedule changes or change orders that significantly increase the cost or reduce quality prior to approval of the schedule change or change order. During the 2022 construction season, there were four projects that increased beyond the initial budget number by more than 10%. The School Board was not briefed on the increases to these projects. In general, the scope was increased due to available funding. F&O requests input from the School Board on how to proceed in the future.

Signed: _____ Date: _____
Superintendent

BOARD ACTION:

With respect to Operational Expectations Policy 12, Facilities, the Board:

_____ **Accepts the Superintendent's interpretation and indicators as reasonable**

_____ **Accepts the Superintendent's interpretation and indicators as reasonable, with noted exceptions**

_____ **Finds the Superintendent's interpretation and indicators to be not reasonable**

Commendations and/or Recommendations, if any:

Signed: _____ Date: _____
Board President

Document submitted: _____

Re-submitted: _____

OE - 12: Facilities		Superintendent	
The Superintendent shall assure that physical facilities support the accomplishment of the Board's Results policy.		In Compliance	Not In Compliance
Superintendent Interpretation: The Board values physical facilities that ensure a safe, healthy and welcoming environment to support teaching, learning, efficiency and excellence. • Physical facilities shall mean all buildings, grounds and infrastructure (excluding technology) throughout the district. • Support the accomplishment shall mean to provide the opportunity to succeed by minimizing lost academic time and to provide a physically safe and clean learning environment. • The Board's Results policy is defined in R-1, R-2, and R-3			
OE - 12.1	The Superintendent will develop and execute a plan that establishes priorities for construction, renovation and maintenance projects that : a. Assigns the highest priority to the correction of unsafe conditions; b. Includes maintenance costs as necessary to enable facilities to reach their intended life cycles; c. Plans for and schedules preventive maintenance; d. Plans for and schedules system replacement when new schools open, schools are renovated or systems replaced; e. Discloses assumptions on which the plan is based, including growth patterns and the financial and human impact individual projects will have on other parts of the district.		
SUPERINTENDENT Interpretation: • Plan shall mean a 5-year Capital Improvement Plan, coordinated with an annual Capital Project Plan. • Projects shall mean major work identified in the Capital Improvement Plan and/or Capital Projects Plan. • Correction shall mean bringing a condition into compliance with the applicable code or generally accepted industry standard for safety.			

● Unsafe condition shall mean a condition that does not meet an applicable code or generally accepted industry standard or a condition that can reasonably be expected to cause physical harm. ● Growth Patterns shall mean trends in student population size. ● The financial and human impact individual projects will have on other parts of the District shall mean taking into consideration the budget implications, effect on the educational environment for students and staff, and costs to other departments of the District due to the scheduling and completion of projects.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
● The Districts' schools lose no instructional days as a result of any system failure that could have reasonably been avoided through a preventive maintenance plan. Any lost time will be documented in a log and made available to the Board upon request. (N/A)	X	
● Any identified unsafe condition related to our facilities is addressed immediately, corrected as soon as possible, and remains a priority until fixed. No person is injured and no instructional time is lost as a result of an unaddressed unsafe condition of our facilities. Any injury will be recorded by the District's Safety Coordinator, and any lost time will be documented in a log, and both are made available to the Board upon request. (N/A)	X	
● Superintendent prioritizes projects and identifies unsafe conditions of our facilities during the Capital Projects planning process. The District's Capital Projects list will be presented to the Board in the spring of each year.	X	
● Superintendent identifies, prioritizes, and adequately funds necessary repair and maintenance projects during the Facilities and Operations Budgeting process. The Facilities and Operations budget is available to the Board upon request.	X	
● The district identifies, schedules and conducts required preventive maintenance using the Akitabox Facility Management Software system. Reports from the system are made available to the Board upon request.	X	

The district develops, and updates at least every five years, a Facility Capital Improvement Plan. The Plan will be presented to the Board for review in the spring of each year.		X	
Annually, the district develops a Facility Capital Projects plan. The plan includes projects to be completed within the year and is presented to the Board for review in the spring. An updated plan that includes projects completed is presented to the Board for review in the fall of each year. (See Capital Projects Report)		X	
OE - 12.2	The Superintendent projects life-cycle costs as capital decisions are made.		
SUPERINTENDENT Interpretation: Project shall mean calculate using cost analysis methodology. Life cycle costs shall mean the total acquisition and operational costs of a system, piece of equipment, or facility based on the manufacturer's design life expectancy. Capital decisions shall mean decisions involving the expenditure of \$100,000 or more.			
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:		In Compliance	Not In Compliance
For non-bond projects, the Board receives system design alternatives for all system replacements that include life cycle cost analyses for all capital decisions that show schedule alternatives and design criteria.			X
For bond projects, the board will be briefed on the designs chosen in developing the final scope specified in the construction documents design. The Engineering Services Coordinator will use life cycle costs in the design of each project, choosing the design that is the best value given existing systems and cost and will explain the decisions when briefing the Board prior to starting the project, if requested by the Board.			X
OE - 12.3	The Superintendent will assure that facilities are safe, clean and properly maintained.		

SUPERINTENDENT Interpretation:		
● Safe shall mean free from physical hazards or dangers to students, staff, and stakeholders. ● Clean shall mean relatively free of trash (except in approved receptacles) and dirt, and conforming to applicable health department standards. ● Properly maintained shall mean ensuring that the facilities are code compliant, are able to pass required inspections, and are reasonably preserved from failure or decline.		
SUPERINTENDENT Indicators of Compliance:	In Compliance	Not In Compliance
We will know we are compliant when:		
● The district passes all required annual inspections and construction inspections in accordance with applicable federal, state and local codes as documented in a log of completed inspections. The log will be made available to the Board upon request. (See Annual Inspections Report and Construction Inspections Report)	X	
● The district completes 100% of reactive maintenance requests within an average of 20 days. Examples of reactive maintenance requests are; roof leaks, temperature / comfort complaints. Reports from the AkitaBox system are made available to the Board upon request. (See Service Request Report & Reactive Maintenance Report)		X
● The district completes 100% of preventative maintenance within an average of 35 days. Examples of preventative maintenance requests are; HVAC filter changes, and equipment belt, grease, or oil maintenance. Reports from the AkitaBox system are made available to the Board upon request. (See Preventative Maintenance Report)	X	
OE - 12.4	The Superintendent may not build or renovate buildings.	
SUPERINTENDENT Interpretation:		
● Build shall mean the initial construction of a facility or the addition to an existing facility. ● Renovate shall mean the restoration of a facility or system to “as new” condition. ● Buildings shall mean physical facilities over 400 square feet.		

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:		In Compliance	Not In Compliance
All initial construction and renovation projects greater than \$100,000 receive prior approval from the BOE through approval of the annual Capital Projects Plan.			X
OE- 12.5	The Superintendent may not recommend land acquisition without first determining growth patterns, comparative costs, construction and transportation factors and any extraordinary contingency costs due to potential natural and man-made risks.		
SUPERINTENDENT Interpretation: - Land acquisition shall mean obtaining a potential building site through purchase or developer dedication. - Growth patterns shall mean trends in student population size. - Comparative costs shall mean a total development cost analysis of potential sites. - Construction and transportation factors shall mean potential issues regarding site selection pertaining to ability to build and to safely transport students. - Extraordinary contingency costs shall mean unplanned and non-budgeted changes. - Potential natural and man-made risks shall mean unforeseen issues that are naturally present on the site or that were previously introduced to the site by a previous owner.			
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:		In Compliance	Not In Compliance
The Board is briefed on and approves all recommended land acquisition projects, to include growth patterns, comparative costs, construction and transportation factors and any extraordinary contingency costs due to potential natural and man-made risks prior to the district entering into any agreement for the purchase or dedication of land.		X	
OE - 12.6			

	The Superintendent may not authorize construction schedules and change orders that significantly increase the cost or reduce quality of any capital project.		
SUPERINTENDENT Interpretation:			
● Change orders shall mean a change in the scope of a project that produces a corresponding change in the cost, schedule, or quality of the project. ● Significantly increase the cost shall mean a change greater than 10% or more than \$100,000 of the original contract amount. ● Reduce quality shall mean changing approved design specifications to a lower standard or accepting work that does not meet the approved design specifications.			
SUPERINTENDENT Indicators of Compliance:			
We will know we are compliant when:		In Compliance	Not In Compliance
● The previous school year capital project budget closes out at or under budget. The Capital Projects budget will be presented annually to the Board.		X	
● The Board is briefed on any schedule changes or change orders that significantly increase the cost or reduce quality prior to approval of the schedule change or change order.			X
● The Board is briefed on completed projects. The briefing will include final cost versus estimate, and adherence to quality and schedule.		X	
OE - 12.7	The Superintendent may not unreasonably deny the public’s use of facilities as long as student safety, student functions, and the instructional program are not compromised.		
SUPERINTENDENT Interpretation:			
● Use of facilities shall mean non-District individuals or groups accessing both indoor and outdoor facilities. ● Student safety, student functions, and the instructional program are not compromised shall mean that student safety, student functions, and the instructional program shall at all times take priority over the use of facilities by non-District individuals or groups.			

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
The District maintains “Community Use of School Facilities” policy 830.	X	
Community groups that used District facilities paid the appropriate fee for usage on every occasion. A report of all District rentals is available to the Board upon request.	X	
Facility use was monitored and all events were conducted safely and appropriately in accordance with the policy. A log of any incidents of events that were not conducted safely and appropriately, along with details of how the incident was resolved, is kept by the District’s Use of Building secretaries and is available to the Board upon request. (N/A)	X	
OE - 12.8	The Superintendent may not name or rename any school or other major District facility.	
SUPERINTENDENT Interpretation: Other major District facility shall include, but is not limited to, buildings or property owned by the District.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
No school or other major District facility is named or renamed except those that have been approved by the Board following procedures outlined in District Policy 940.	X	

CAPITAL PROJECTS REPORT

		2022		Comments
Authorized Budget - Fund 41		\$	2,460,000.00	
Fund 41 Carryover		\$	3,000,000.00	approximately
Fund 41 Budget Total		\$	5,460,000.00	
Project Category Totals		\$	4,677,345.00	
		Estimated Cost	Actual Cost	
ASPHALT REPLACEMENT				
Playground Reconstruction	Ferber	\$ 150,000.00	\$ 141,200.00	
Parking Lot Reconstruction	Einstein Park	\$ 350,000.00	\$ 308,650.00	City of Appleton - \$50k
Parking Lot Reconstruction	North	\$ 350,000.00	\$ 276,000.00	
BATHROOM REMODELS				
2nd Floor ADA	East	\$ 270,000.00	\$ 380,000.00	Originally \$50k each. Costs includes Dunlap 207 project. Added additional scope to the work.
230/253	West			
1 stack	Madison			
120/121 stack	Edison			
110/111 stack	Johnston			
2nd floor staff restroom	Franklin			
CONTINGENCY				
Project contingency	TBD	\$ 100,000.00		
Water Heater Replacement	Einstein		\$ 9,600.00	
Water Heater Replacement	Ferber		\$ 6,200.00	
Overflow Scuppers Roofs 3 & 4	Franklin		\$ 3,800.00	
VFD Replacement	North		\$ 28,800.00	
Replace Building Compressor	West		\$ 8,600.00	
Cabinet Heat Move & Boiler Actuator Replacement	West		\$ 9,200.00	
Boil Gas Valve Replacement	Wilson		\$ 4,900.00	
CEILING REPLACEMENT				
Ceiling and Light Replacement	TBD	\$ 300,000.00	\$ 244,600.00	
CLOCK SYSTEM UPGRADE/REPLACEMENT				
Clock System Upgrade/Replacement Project	TBD	\$ 50,000.00	\$ -	Completed Einstein FY21/22 project
CONCRETE REPLACEMENT				
Replacement	TBD	\$ 50,000.00	\$ -	Didn't need. Used 10 E
DOOR REPLACEMENT				
Exterior Doors	AASD	\$ 170,000.00	\$ 155,300.00	
West Interior Fire Doors	West	\$ 30,000.00	\$ 25,200.00	
FIRE ALARM UPDATE / REPLACEMENT				
Upgrade Fire Alarm System	Jefferson	\$ 10,000.00	\$ 6,800.00	
Upgrade Fire Alarm System	TBD	\$ 40,000.00	\$ -	
FLOORING REPLACEMENT				
Carpet Purchase	AASD	\$ 50,000.00	\$ 51,500.00	
LVT Purchase	AASD	\$ 19,000.00	\$ 22,000.00	
Nora Purchase	AASD	\$ 60,000.00	\$ 62,800.00	
Asbestos Abatement	AASD	\$ 80,000.00	\$ 89,000.00	
Contracted Installation	TBD	\$ 84,000.00	\$ 96,000.00	
HVAC (BOILERS, DDC, AC)				
Furnance Replacement	GTB	\$ 20,000.00	\$ 9,100.00	
Boiler Plant Replacement	Richmond	\$ 320,000.00	\$ 335,000.00	Repairs in tunnel
Misc. HVAC	TBD	\$ 50,000.00		
Boiler Retube	Dunlap		\$ 40,000.00	
Generator Exhaust Improvements	Einstein		\$ 6,700.00	
LIGHTING UPGRADE PROJECTS				
Lighting Replacment Project	North	\$ 85,000.00	\$ 81,200.00	
MISC. CAPITAL PROJECTS				
		\$ 709,345.00	\$ 679,065.00	
Exterior Building Painting	Badger	\$ 7,000.00	\$ 6,500.00	
Reconstruction Rooms 207 & 206A/B	Dunlap	\$ 30,000.00	\$ -	In above project.
Sealcoat and Repaint Track	Einstein	\$ 10,000.00	\$ 10,720.00	
New Pool Area Door	Highlands	\$ 5,000.00	\$ 3,300.00	
New Building Letters	Huntley	\$ 2,345.00	\$ 2,345.00	
Classroom Remodel Project	Johnston	\$ 60,000.00	\$ 57,600.00	
Track Repair Project	Madison	\$ 15,000.00	\$ 17,300.00	
Central HS Hallway Ceiling/Lighting	Morgan	\$ 40,000.00	\$ 26,500.00	
Track Structural Spray	North	\$ 110,000.00	\$ 98,400.00	
Tennis Court Reconstruction	North	\$ 400,000.00	\$ 420,000.00	Split project with North Funding
Safety Platforms	North	\$ 20,000.00	\$ 24,500.00	
Handicap Ramp Project	Richmond	\$ 10,000.00	\$ 11,900.00	
MISC. CAPITAL PROJECTS	TBD	\$ 65,000.00	\$ -	
PLAYGROUND EQUIPMENT REPLACEMENT				
Play Surface	Johnston	\$ 15,000.00	\$ 20,000.00	Additional scope
PROFESSIONAL SERVICES - DESIGN & ENGINEERING				
Professional Services	TBD	\$ 85,000.00	\$ -	Included in above projects
ROOF REPAIR / REPLACEMENT				
Roof Replacement	Johnston	\$ 550,000.00	\$ 18,400.00	Bid over budget. Did not proceed.
Roof Repairs	West Cluster	\$ 20,000.00	\$ 23,500.00	
SECURITY SYSTEMS UPGRADE / REPLACEMENT (ENTRANCES, CAMERAS, CARD ACCESS, ALARM SYSTEMS)				
TUCKPOINTING / MASONRY REPAIR				
Tuckpointing / Masonry Repair	TBD	\$ 50,000.00		
West Cluster Survey	West Cluster		\$ 34,500.00	
WINDOW REPLACEMENTS				
Window Replacement	Dunlap/Huntley	\$ 325,000.00	\$ 317,800.00	

ANNUAL INSPECTION REPORT

INSPECTION	FREQUENCY	INSPECTED BY	2021/2022 Compliance
Athletic Equipment (Bleachers, Backstops, Curtains, Batting Cages, Mat Hoists, Scoreboards, Basketball Hoops, etc.)	Annual	Certified Contractor	Yes
Fire - Curtains Drop Test (Stage)	Annual	Certified Contractor	Yes
Flame Test Stage Curtains	Annual	Certified Contractor	Yes
Field Surface Impact Testing	Annual	Certified Contractor	Yes
Kitchen Exhaust Hoods	Semi Annual	Certified Contractor	Yes
Fire - Door Drop Tests (Fusible Links)	Annual	Certified Contractor	Yes
Fire - Alarms and Detection Equipment	Annual	Certified Contractor	Yes
Fire - Supression (Kitchens)	Annual	Certified Contractor	Yes
Elevators	Quarterly/Annual	Certified Contractor	Yes
Vehicle Lift	Annual	Certified Contractor	Yes
Asbestos Periodic Surveilence (AHERA)	Every 3 years	Certified Contractor	Yes
Public Water Testing	Quarterly/Annual	Certified Contractor	Yes
Boilers	Annual/Periodic	Certified Contractor / Maintenance Staff	Yes
Fire - Sprinkler Systems	Quarterly/Annual	Certified Contractor / Maintenance Staff	Yes
Fire - Fire Department Inspections	Semi Annual	Fire Department	Yes
AED's	Monthly/5 year Battery	Maintenance Staff	Yes
Carbon Monoxide Detectors	Monthly	Maintenance Staff	Yes
Lab Fume Hoods	Annual	Maintenance Staff	Yes
Fire - Doors	Annual	Maintenance Staff	Yes
Back Flow Preventers	Annual	Maintenance Staff	Yes
Emergency Lights	Monthly/ Annual	Maintenance Staff	Yes
Area Of Rescue	Monthly/Annual	Maintenance Staff	Yes
Generators	Monthly/Annual	Maintenance Staff	Yes
Playground Equipment	Monthly/Annual	Maintenance Staff	Yes
Pools	Daily/Periodic/Annual	Maintenance Staff	Yes

CONSTRUCTION INSPECTIONS REPORT

PERMIT#	ISSUED	ADDRESS	PROP#	EST COST	REASON DESC	DATE APPROVED	INSTALLER	RECEIPT AMOUNT
E21-0379	7/1/2021	2121 E EMMERS	4-5856-00	\$2,500		n/a	AASD	\$94.50
E21-0380	7/1/2021	324 E FLORIDA AVE	6-7425-00	\$1,500		8/3/2021	AASD	\$71.50
E21-0381	7/1/2021	2212 N JARCHOW	6-1980-00	\$3,000		8/3/2021	AASD	\$106.00
E21-0382	7/1/2021	2224 N ULLMAN	1-3795-00	\$3,000		8/3/2021	AASD	\$106.00
E21-0383	7/1/2021	2725 E FOREST	4-4747-00	\$500		8/27/2021	AASD 645259	\$40.00
E21-0384	7/1/2021	318 E BREWSTER	6-0545-00	\$1,500	REWIRE	n/a	AASD	\$71.50
E21-0385	7/1/2021	1441 E JOHN	4-0100-00	\$200		n/a	AASD	\$40.00
E21-0386	7/1/2021	610 N BADGER	5-1470-00	\$3,000		n/a	AASD	\$106.00
D21-0047	7/19/2021	1125 E TAFT	9-1091-00	\$20,000		7/19/2021	A.A.S.D.	\$40.00
R21-0069	8/3/2021	2121 E EMMERS	4-5856-00	\$0		8/4/2021		\$400.00
D21-0064	9/16/2021	1000 N MASON	5-0292-00	\$40,000		9/16/2021	JOE SARGENT	\$40.00
R21-0112	12/3/2021	324 E FLORIDA	6-7425-00	\$0		1/25/2022		\$225.00
M22-0003	1/21/2022	324 E FLORIDA	6-7425-00	\$0	NEW PAVING	n/a	TBD	\$100.00
M22-0007	3/3/2022	515 E CAPITOL	6-7332-00	\$0	UTIL WORK	n/a	UNKNOWN	\$100.00
B22-0130	3/7/2022	207 W FOSTER	4-0606-00	\$18,000	WRECKING	3/7/2022	STATEWIDE RAZING	\$40.00
E22-0216	4/11/2022	120 E HARRIS	2-0528-00	\$15,000	REWIRE	5/24/2022	AASD	\$335.00
B22-0260	4/15/2022	219 W FOSTER	4-0605-00	\$1,800	WRECKING	4/15/2022	FOX VALLEY HOME	\$40.00
R22-0038	4/21/2022	5000 N BALLARD	1-8000-00	\$0		4/26/2022		\$250.00
P22-0359	4/28/2022	219 W FOSTER	4-0605-00	\$300	REMODELING	6/3/2022	SALM PLUMBING	\$40.00
H22-0345	4/29/2022	1205 W PROSPECT	1353-00	\$4,000		n/a	EGI MECHANICAL	\$95.00
S22-0422	5/13/2022	5000 N BALLARD	1-8000-00	\$25,000	STORM SWR	5/23/2022	VINTON WIS	\$54.00
S22-0441	5/17/2022	207 W FOSTER	4-0606-00	\$2,850	SANIT SEWR	6/3/2022	SPEEDY CLEAN	\$40.00
S22-0442	5/17/2022	219 W FOSTER	4-0605-00	\$2,850	SANIT SEWR	6/3/2022	SPEEDY CLEAN INC	\$40.00
B22-0430	5/23/2022	610 N BADGER	5-1470-00	\$2,000	REMODEL INT	n/a	AASD FAC & OPER	\$40.00
B22-0437	5/24/2022	5000 N BALLARD	1-8000-00	\$8,000	REMODEL EXT	n/a	AASD/VINTON CONS	\$40.00
E22-0302	5/24/2022	610 N BADGER	5-1470-00	\$13,000	REWIRE	8/30/2022	PREMIER ELE	\$309.00
B22-0331	5/4/2022	219 W FOSTER	4-0605-00	\$6,000	WRECKING	n/a	JIM COUCH	\$40.00
E22-0346	6/10/2022	412 N MEADE	1-0672-00	\$3,000	REWIRE	8/24/2022	PIEPER POWER	\$106.00
B22-0517	6/13/2022	2121 E EMMERS	4-5856-00	\$32,000	REMODEL INT	8/31/2022	HOFFMAN	\$320.00
B22-0518	6/13/2022	610 N BADGER	5-1470-00	\$57,000	REMODEL INT	8/31/2022	HOFFMAN	\$571.50
B22-0521	6/13/2022	412 N MEADE	1-0672-00	\$55,000	REMODEL INT	9/14/2022	HOFFMAN	\$55.00
S22-0638	6/27/2022	324 E FLORIDA	6-7425-00	\$30,000	STORM SWR	n/a	ROBERT IMMEL EXCAV	\$54.00
E22-0342	6/9/2022	610 N BADGER	5-1470-00	\$3,448	REWIRE	8/23/2022	PIEPER POWER	\$116.30
E22-0343	6/9/2022	2121 E EMMERS	4-5856-00	\$2,100	REWIRE	8/23/2022	PIEPER POWER	\$85.30
E22-0344	6/9/2022	1000 N MASON	5-0292-00	\$5,200	REWIRE	8/24/2022	PIEPER POWER	\$156.60

SERVICE REQUESTS

07/01/2021

06/30/2022

STATISTICS

5216

Service Requests Submitted

101

Service Requests Denied

33

Work In Progress

5081

Work Completed

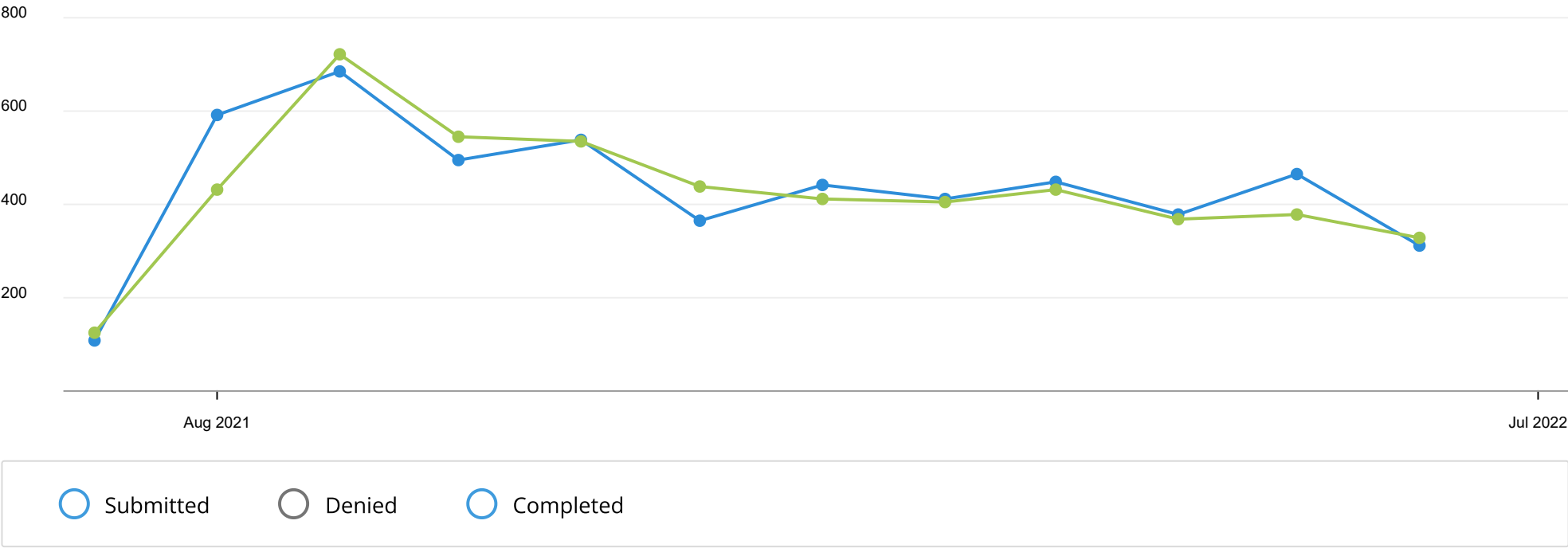
1 D : 6 H : 38 M

Avg. Initial Response Time

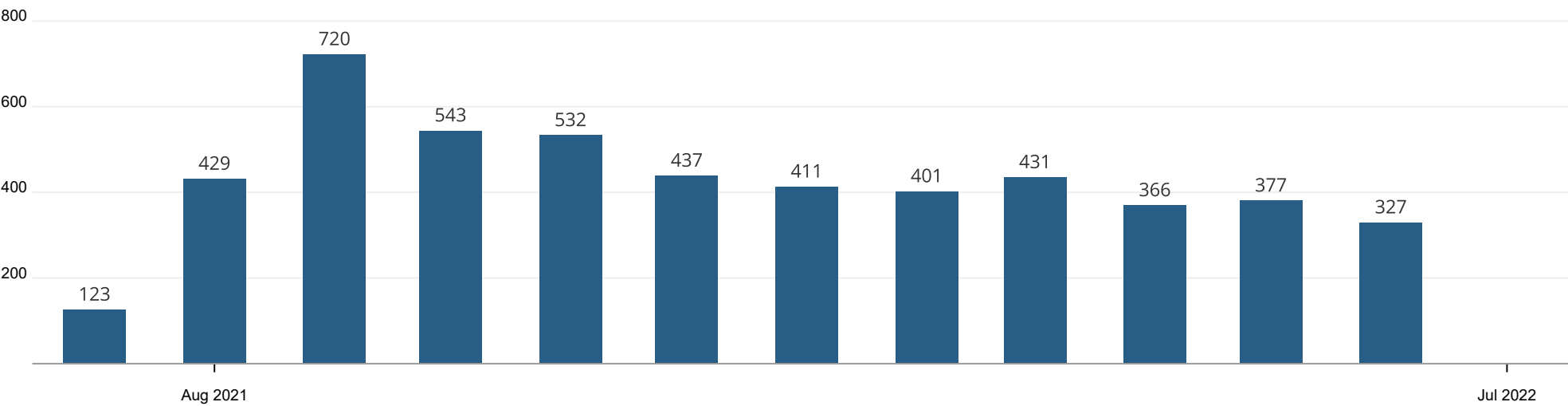
13 D : 13 H : 19 M

Avg. Resolution Time

ACTIVITY

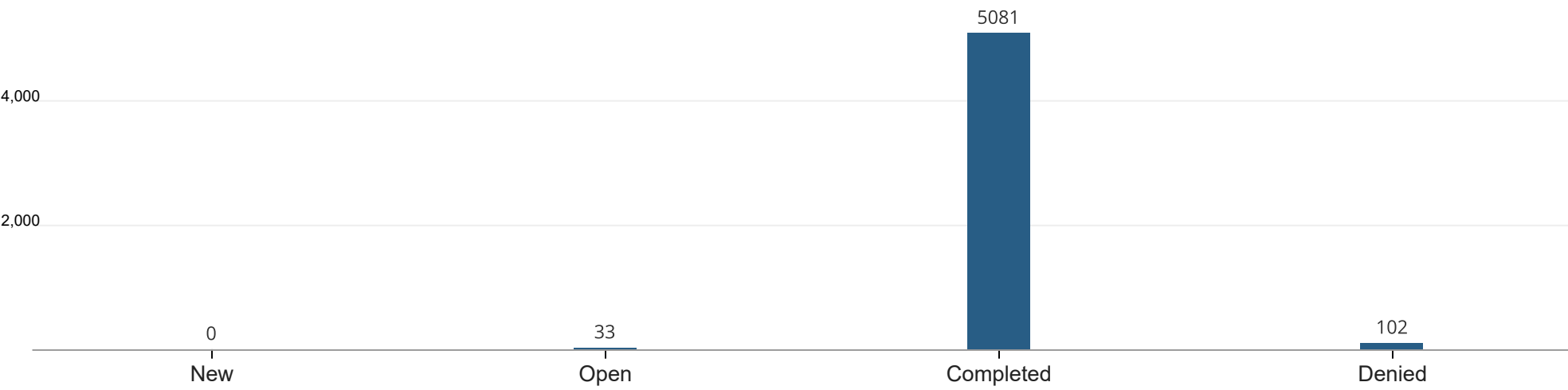


SERVICE REQUESTS COMPLETED



Stack By:

STATUS



Stack By:

REACTIVE WORK ORDERS

07/01/2021

06/30/2022

SOURCE:

Service Requests and Self-Identified

STATISTICS

26.27

Avg. Work Orders Completed per
Day

31,389

Hours Logged

3

Avg. Logged Hours per Work Order

20 D : 18 H : 34 M

Avg. Work Order Duration

9,580

Work Orders Opened

9,563

Work Orders Completed

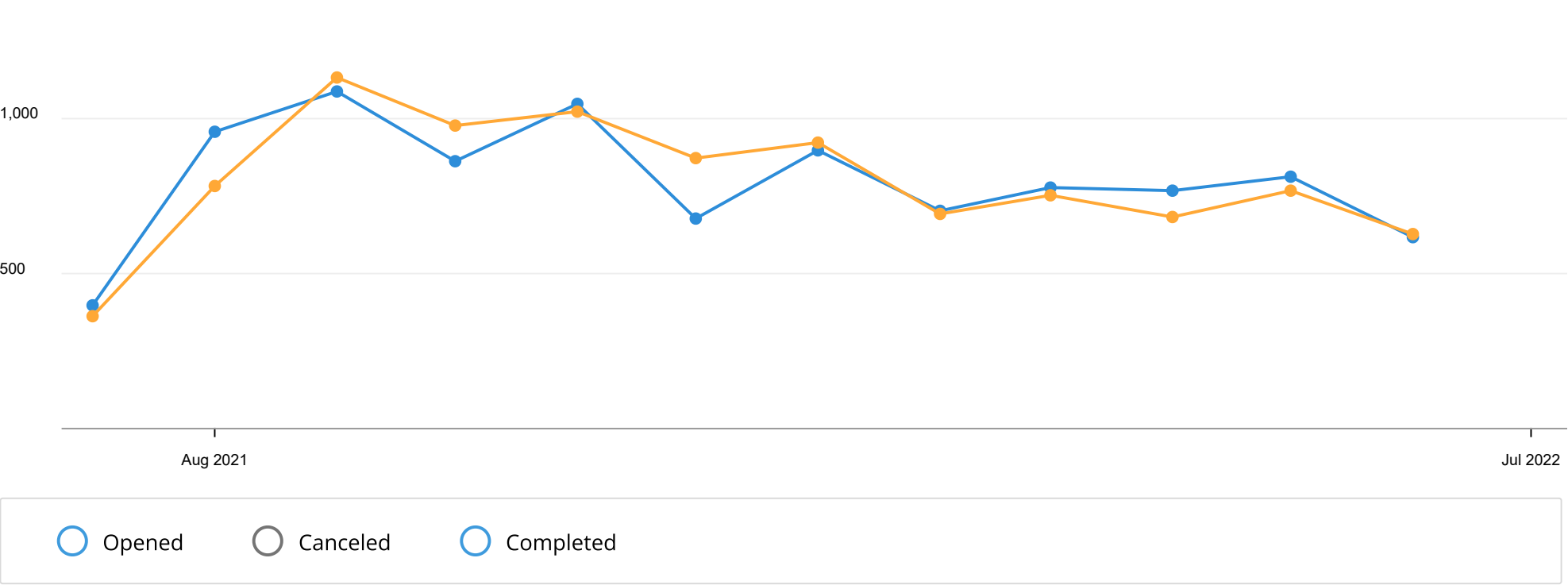
1 : 1

Opened : Closed

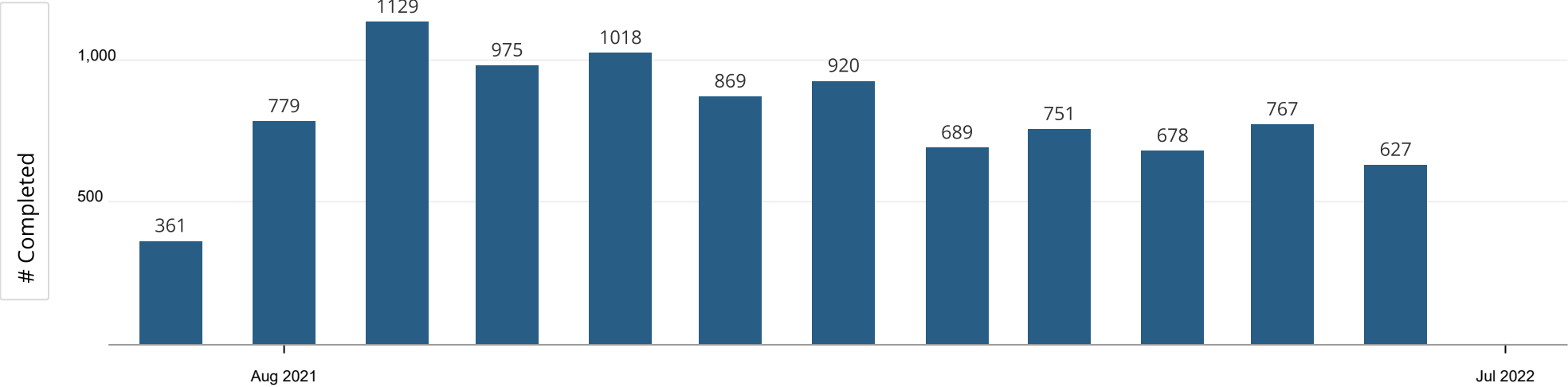
1 : 0

Reactive : Preventive

ACTIVITY

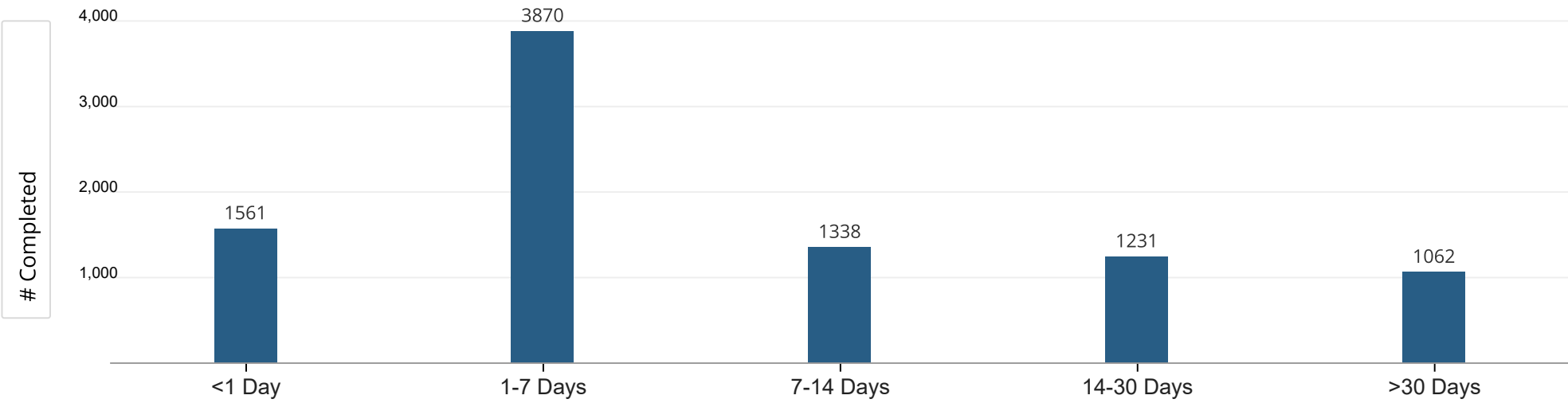


WORK ORDERS COMPLETED



Stack By:

AGE



Stack By:

PREVENTIVE WORK ORDERS

07/01/2021

06/30/2022

SOURCE:

Maintenance Schedules

STATISTICS

25.50

Avg. Work Orders Completed per
Day

9,440

Hours Logged

1

Avg. Logged Hours per Work Order

25 D : 5 H : 4 M

Avg. Work Order Duration

9,385

Work Orders Opened

9,283

Work Orders Completed

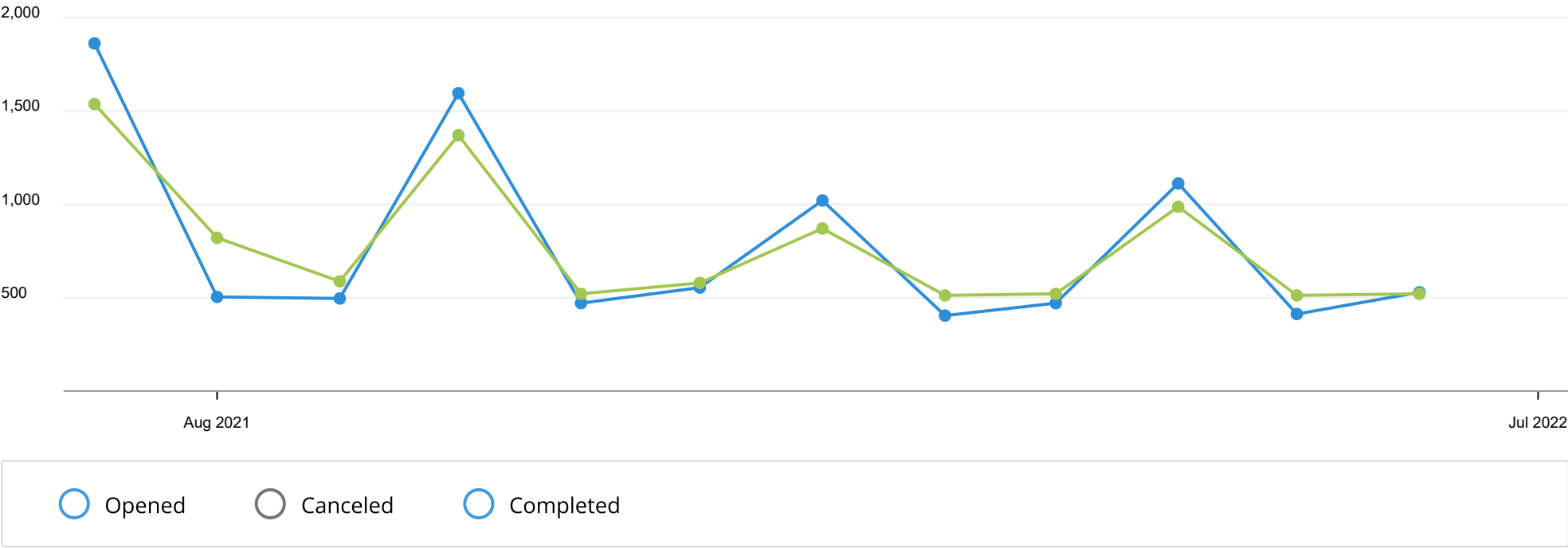
1 : 1.02

Opened : Closed

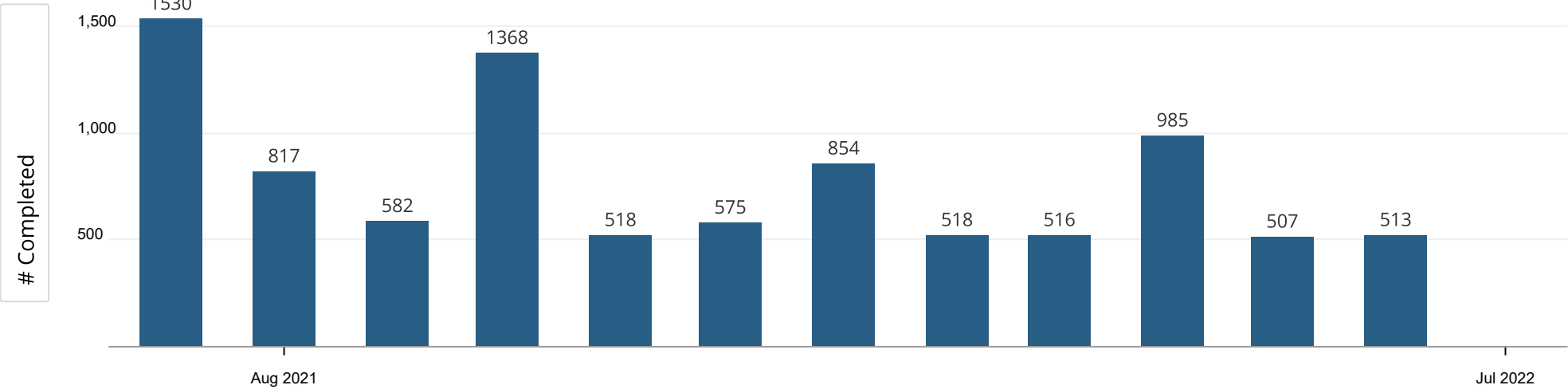
0 : 1

Reactive : Preventive

ACTIVITY

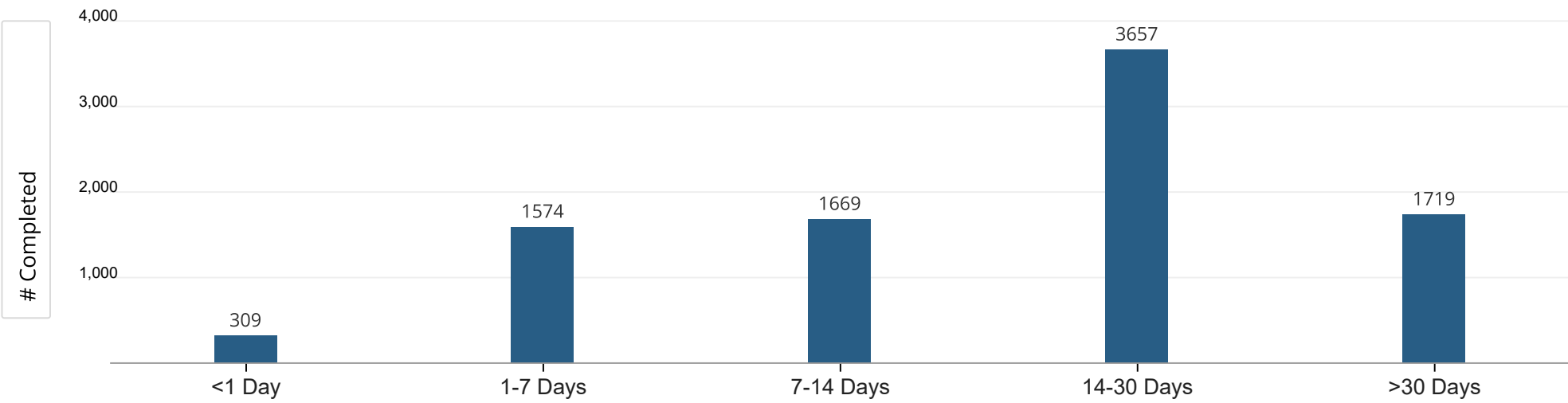


WORK ORDERS COMPLETED



Stack By:

AGE



Stack By: