



FEB 10 2011

Jerome K. Fiene
Agency Administrator

Cooperative Educational Service Agency #9
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DATE: February 9, 2011
TO: District Administrators
FROM: Jerry Fiene, Agency Administrator
RE: Shared Service Contract Renewal

Enclosed are the Shared Service Contract Renewal forms for the 2011-2012 school year. These forms contain the following information:

- Budget figures for both the current 2010-2011 year and next year, 2011-2012, for all CESA services available to your district.
- A summary of total services currently purchased by your district. **These are the services marked with an "X" in the left column.**
- Addendum numerically keyed to the renewal form describing each service in some detail.

These materials should provide you and your board with the resources necessary to make an informed decision on your CESA contract.

Following are a few general information items, which you need to take into consideration when reviewing this material.

Budgeted Cost 2010-2011: The figure for this year's budget reflects revisions known at this time. In almost all cases of direct service, the actual costs that will be reconciled at the end of the fiscal year will be at or less than the budgeted cost.

Projected Cost 2011-2012: These costs apply the revised funding formulas that were approved by the PAC and the Board of Control.

Please Note: Projected budgets for direct services are built on the high side and will be reconciled at year's end.



Antigo • Arbor Vitae-Woodruff • Athens • D.C. Everest • Edgar • Elcho • Lac du Flambeau • Lakeland Union High • Marathon City • Merrill
MHLT (Minocqua) • Mosinee • North Lakeland • Northland Pines • Phelps • Prentice • Rhinelander • Rib Lake • Stratford • Three Lakes • Tomahawk • Wausau

School Improvement Services: Please keep in mind that this is the comprehensive gateway service to reduced costs for staff development fees and many other services. Because the special education leadership portion is a component of this service, it is an approved expenditure of IDEA Flow-Thru Funds.

Low Incidence/Related Services (Vision, Orientation & Mobility, Physical Therapy, Occupational Therapy, etc.): The projected cost for service less than 40% time is based on a leveled hourly rate by service category plus an additional 11% surcharge for districts who are not members of School Improvement services, as approved by the PAC and Board of Control. The calculations are based on the same number of service units you are currently purchasing. Change in need will result in a budget revision up or down.

Direct Services (Special Education Director, Director of Curriculum and Instruction, Reading Specialist, GT Coordinator, School Psychological Services, Library Specialist, Social Worker, School Nurse, Counselor, Technology Coordinator, Mentors, etc): The projected cost is based on the same percentage of time you are utilizing in the current year. Change in need will result in a budget revision up or down.

Designing New Direct Services: With the pending budget reductions in local districts, these direct services can be designed to meet individual school district needs. CESA may also be in a position to absorb the contract of a staff member currently employed by local school district, and broker the service to other school districts. Any service or position needed on a part-time basis could be tailored to your needs.

Feel free to contact Pat Beals or me, with any questions or comments regarding the enclosed material. If you need a new budget projection based on increased or decreased service or new services, please fax your request to the attention of Pat and Jerry for immediate processing.

Returning your contract renewal form, **appropriately "X'ed"**, **prior to April 4th**, will allow us to renew our employment contracts with individual staff members. Your cooperation is appreciated. **Please retain a copy of the summary and description booklet to share with your business office.**

Board of Control Signature Page: Since many of you review this summary with your BOC and receive approval to renew services at this time, we have enclosed the actual contract signature page, which spells out obligations, payment due dates, etc. for signature by your authorized Board members. Many districts have requested this to eliminate having to take the contract back to the BOC a second time just to get their signature. If you do not sign this page and return it with the contract summary it will be resent in the Spring with the complete contract.

SAID PARTY of the first part agrees to make payments to the personnel providing the services and to remit to the authorized governmental or private agencies such amounts for which salary deductions are required or authorized including, but not limited to, the Federal Old Age Survivors Insurance Act and Chapter 42, Wis. Stats.

The party of the first part agrees to forward federal and/or state funds which are due the party of the second part as soon as possible after the receipt of said funds.

The party of the second part agrees to pay biannual prorata costs in advance for services rendered. Biannual payments to be made in August and January.

All billings from party of the first part will be on budgeted estimated costs. Any overpayments will be refunded or paid no later than 60 days after receipt of all state aids.

The party of the second part agrees to reimburse the party of the first part for its proportionate share of costs of the services provided under this contract including but without limitation because of enumeration, unemployment compensation, litigation expense, collective bargaining and monetary awards by courts and agencies as per Sec. 116.03(4).

Unless party of the second part gives written notice to party of the first part on or prior to April 1, 2012, that this contract is not to be renewed as to one or more of the above listed services, party of the first part shall have the option to renew this contract for any above listed service for the following 2012-2013 school term, provided and on condition:

1. That the option is exercised by party of the first part by giving written notice thereof to party of the second part on or before May 15, 2012.
2. That the budgeted cost of the service to party of the second part for the renewal for the 2012-2013 school term will reflect and be determined by negotiated or agreed upon increases in personnel contracts and/or agreed upon increase in level of service.

The party of the first part is the sole employer of the person or persons providing services under this contract.

IN WITNESS WHEREOF, the parties have set their hands the day and year written below:

_____, Tomahawk, Wisconsin

_____, February 2, 2011
(Date)



President, Board of Control, CESA #9



Secretary, Board of Control, CESA #9

_____, Wisconsin

_____, _____
(Date)

President, Board of Education

Clerk, Board of Education

**COOPERATIVE EDUCATIONAL SERVICE AGENCY NO. 9
 SHARED EDUCATIONAL SERVICES
 CONTRACT SUMMARY SHEET
 2011-2012**

DC EVEREST

2/7/2011

SCHOOL DISTRICT

DATE

The following is a list of shared services provided by CESA #9. Items X'ed are services that are currently being received by your district. Attached are addendums describing services available through CESA. **PLEASE PLACE AN "X" IN THE APPROPRIATE COLUMN TO INDICATE WHETHER YOU WISH TO RENEW, NON-RENEW OR ADD SERVICES FOR THE 2011-2012 SCHOOL YEAR.** This contract summary will be followed up with a formal contract between the Board of Control of CESA #9 and the participating district under the conditions and terms of the service contract.

PLEASE COMPLETE AS INDICATED ABOVE, SIGN AND RETURN ORIGINAL TO THE CESA #9 OFFICE NO LATER THAN APRIL 4, 2011. RETAIN COPY FOR YOUR RECORDS.

SCHOOL IMPROVEMENT/SPECIAL EDUCATION SUPPORT						
SERVICE	SERVICE PURCHASED 2010-2011	BUDGETED COST 2010-2011	PROJECTED COST 2011-2012	RENEW	NON RENEW	ADD
1	School Improvement Services INCLUDING	X	\$18,600	\$18,600		
	(Central Leadership)					
	(Professional Development)					
	(Standards & Assessment Center)					
2	Special Education Director					
3	Psychological Services					
4	Early Childhood Program					
5	Special Ed Classrooms (EBD/ED/LD/ETC.)					
6	Behavior Strategist/ED Program Support		\$8,180	\$8,380		
7	Speech/Language Clinician					
8	Salt Transcription	X	\$45/Tape	\$45/Tape		
9	ED/HI Interpreter					
10	Visually Impaired Services					
11	Orientation Mobility Specialist					
12	Physical Therapy Services					
13	Adaptive Physical Education					
14	Occupational Therapy/COTA Services					
15	Assistive Technology Services	X	\$6,500	\$6,712		
16	School Based Services (SBS)	X	PER PO	PER PO		
17	IDEA Consortium/PL99-457 Consortium		4%	4%		
18	Regional Systems of Support (RSS)	X	\$4,850	\$5,000		
19	RSN/CSPD	X	NO CHARGE	NO CHARGE		
20	Autism Support Services					
21	Deaf/Hard of Hearing Support					

INSTRUCTIONAL SUPPORT						
SERVICE	SERVICE PURCHASED 2010-2011	BUDGETED COST 2010-2011	PROJECTED COST 2011-2012	RENEW	NON RENEW	ADD
22	Stndrds/Assess/Curric/Trans Coordinator	***	***			
23	Gifted/Talented Coordinator	***	***			
24	Reading Specialist	***	***			
25	ATOD AND Violence Prevention Education Services	X	No Charge	No Charge		
26	ATOD Local/Comprehensive School Health	X	\$1,255	\$1,314		
27	Star Lab	X	PER PO	PER PO		
28	Instructional/Educational Materials		\$2,610	\$2,710		
29	Library/Media Specialist		***	***		
30	Title I Service Center					
31	Title 1 Network		No Charge	No Charge		
32	ESEA Supplemental Services		***	***		
33	Carl Perkins/LVEC Basic Services					
34	Carl Perkins Consortium					
35	LVEC/Supplemental Services		***	***		
36	PI-34 Consortium	X	\$1,110	\$1,150		
37	PI-34 Local Coordinator/Mentor Outreach		***	***		
38	Grant Writing Services		\$2,500	\$2,500		
39	School Nurse					
40	School Social Services					
41	TBD		***	***		
42	Driver Education		***	***		
43	Wisconsin Virtual School	X	Per PO	Per PO		

*See Addendum Booklet for additional fees applicable to new participants

ADMINISTRATIVE SUPPORT						
SERVICE	SERVICE PURCHASED 2010-2011	BUDGETED COST 2010-2011	PROJECTED COST 2011-2012	RENEW	NON RENEW	ADD
44	Administration	X	\$15,977	\$16,536		
45	Facility Operations/Maintenance	X	\$1,095	\$1,135		
46	Facility Debt Retirement					
47	Cooperative Purchasing - CESA #2		N/C	N/C		
48	TBD DISTRICT NEED		***	***		
49	Delivery System	X	\$875	\$900		

TECHNOLOGY SUPPORT						
SERVICE	SERVICE PURCHASED 2010-2011	BUDGETED COST 2010-2011	PROJECTED COST 2011-2012	RENEW	NON RENEW	ADD
50	Instructional Technology Leadership Service		\$2,350	\$1,200		
51	Technology Plan Development/Implementation		\$2,180	\$2,245		
52	E-Rate Application Service		\$1,020	\$1,050		
53	Network Administration		***	***		
54	Online/Blended Learning Consortium		***	\$950		
TOTAL SERVICES PURCHASED (X'ED ITEMS)			\$50,262	\$51,348		

***Services are individually designed by District need

School District Administrator

Date