

July 16, 2015

Downsville Elementary  
 N2681 460th Street  
 PO Box 78  
 Downsville, WI 54735  
 (715) 664-8546

Hi Lorraine,

Per your phone conversation this morning with Tonia Kowieski, Director of Pupil Services, I am submitting to you the corrective action needed in regards to the audit errors received on the district's all staff report.

Knapp Elementary  
 110 South Street  
 Knapp, WI 54749  
 (715) 665-2131

Please contact me if further information is needed to correct these errors. I have included the name, WISEid, audit result ID and error description along with the corrective action needed.

Menomonie High School  
 1715 5th Street West  
 Menomonie, WI 54751  
 (715) 232-2606

Name	Audit Result ID	Audit Error	Corrective Action
McMahon, Nathan	84236	Reported grade range outside license grade range	Correct grades taught are 9-9
McMahon, Nathan	84237	Reported grade range outside license grade range	Correct grades taught are 9-9
McMahon, Nathan	84238	Reported grade range outside license grade range	Correct grades taught are 9-9
Sterry, Ryan	84217	No Matching License Found	Assignment Code should be 53-0291
Vlcek, Harold	84200	Reported grade range outside license grade range	Correct grades taught are 9-9
Vlcek, Harold	84201	Reported grade range outside license grade range	Correct grades taught are 9-9
Winegar, Philip	84203	License not valid for this current school year	Assignment Code should be 53-0220
Winegar, Phillip	84193	No Matching License Found	Assignment Code should be 53-0220
Anderson, Willow	84280	No Matching License Found	Assignment Code should be 53-0811
Richartz, Jamie	84300	No Matching License Found	Assignment Code should be 53-0800
Snyder, Mary	84255	No Matching License Found	Assignment Code should be 53-0810
Henry, Mary	84145	Reported grade range outside license grade range	Assignment Code should be 64-0014

Menomonie Middle School  
 920 21st Street South  
 Menomonie, WI 54751  
 (715) 232-1673

Oaklawn Elementary  
 500 21st Street South  
 Menomonie, WI 54751  
 (715) 232-3798

River Heights Elementary  
 615 24th Avenue West  
 Menomonie, WI 54751  
 (715) 232-3987

Thank you for your assistance with our staff report.

Sincerely,



Jamie Krista  
 Executive Assistant for Human Resources

Wakanda Elementary  
 1801 Wakanda Street NE  
 Menomonie, WI 54751  
 (715) 232-3898

Cc: Joe Zydowsky, District Administrator  
 Tonia Kowieski, Director of Pupil Services