



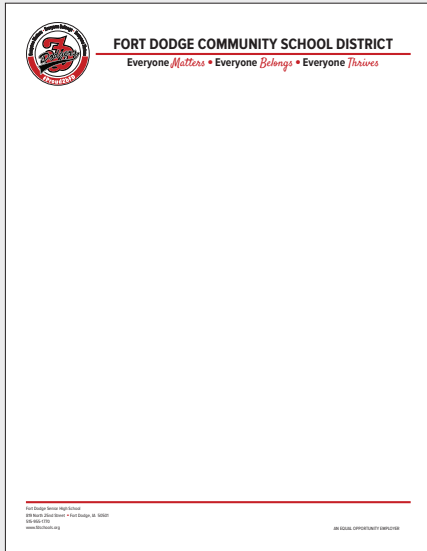
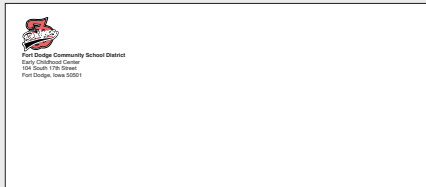
Prairie Lakes
Area Education Agency

CREATIVE SERVICES CAPABILITIES



BASIC PRINTING

We offer both high-quality color and black and white printing. This includes your hard-copy materials, electronic documents, and materials generated by our graphics department.



A Note from _____

P.B.I.S. Office Referral Form

Name: _____ Date: _____ Time: _____

Teacher: _____

Grade: PS K 1 2 3 4 5 6

Referring Staff: _____

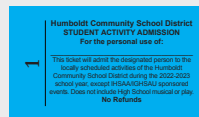
Location: ☐ Playground ☐ Cafeteria ☐ Hallway ☐ Classroom ☐ Bus
☐ Library ☐ Bathroom ☐ Lockers ☐ Arrival/Dismissal
☐ Other: _____

Problem Behavior	Problem Motivation	Administrative Decision
Minor	☐ Obey peer attention ☐ Work completion ☐ Obtain adult attention ☐ Inappropriate language ☐ Physical contact ☐ Defiance ☐ Disruption ☐ Property misuse ☐ Other	☐ Loss of privilege ☐ Loss of office ☐ Conference with student ☐ Parent Contact ☐ In-school suspension ☐ Out-of-school suspension ☐ Other
Major	☐ Abusive language to staff ☐ Abusive language to student ☐ Fighting/Physical aggression ☐ Chronic Defiance ☐ Harassment/Intimidation ☐ Disruption ☐ Multiple minor violations ☐ Other	☐ Assigned seat in bus ☐ Removed from bus ☐ Other

Others involved in incident: ☐ None ☐ Peers ☐ Staff ☐ Teacher
☐ Substitute ☐ Unknown ☐ Other

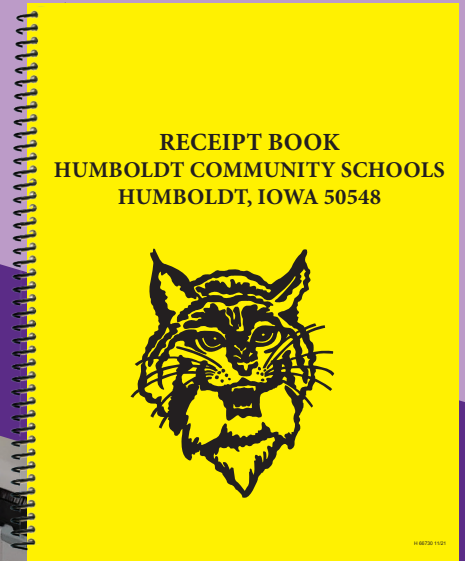
Other comments: _____

DN 04/12/02



Common Items Ordered

- Handouts
- Worksheets
- Tests
- Brochures
- Letterhead
- Business Cards
- Envelopes
- Programs
- Tickets
- NCR Forms
- Note Pads
- Labels
- Bookmarks
- Magnets
- Note Cards
- Postcards
- Calendars
- Journals
- PBIS Items

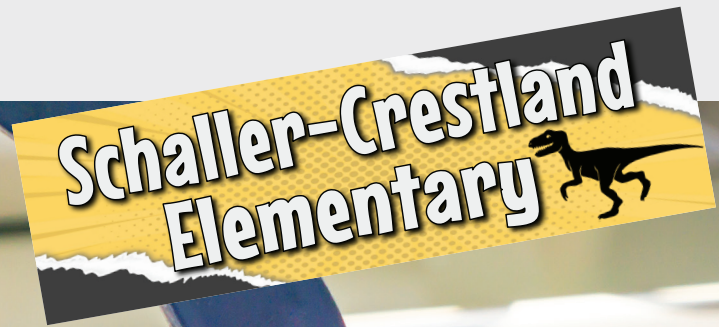


*Custom design are available with any order for an additional cost.

BANNERS

We print banners for classrooms, cafeterias, gyms, auditoriums and hallways. Use banners to promote school events such as band concerts, sporting events, school plays, show choir productions and more. Finished with hemming and grommets. Customize vinyl banners for all school events.

Printed in full color for indoor or outdoor use up to 5' wide by any desired length. Banners are professionally finished with hems and grommets making them very durable and easy to display.



**"I wish there was a way to know you're
in the good old days before you have
actually left them."
~ Andy Bernard**



Retractable Banner Display
Communicate information for school events
by using a portable retractable banner.

Ready for a new look. Return your retractable
banner to us and we will replace the banner.

Banner size is 33"x 84".

**Custom design are available with any order for an additional cost.*

YARD SIGNS

Yard signs can be used to inform and organize school district events, celebrate student activities and achievements (i.e graduates, student extra-curricular activities), promote school spirit and for temporary signage. Yard signs include an 18x24 corrugated plastic sign with step stake. These can be ordered either single- or double-sided. They work great outdoors! And, if used and stored properly, can be used on more than one occasion.

**Custom design are available with any order for an additional cost.*



CANVAS

Rich and vibrant, full color images, printed on satin finish canvas and hand-stretched on sturdy wooden frames. Great for student artwork, promoting school spirit and inspirational quotes to create a positive learning environment.

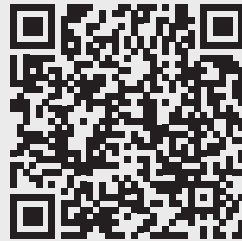
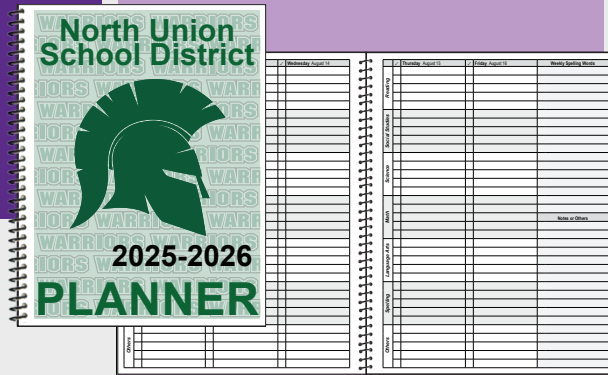
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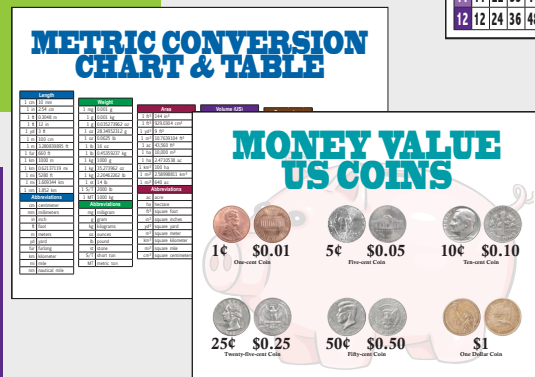
Planners

We create customizable planners specially designed for your teachers and students. Choose from multiple options that is the best fit for your school. [View options here.](#)

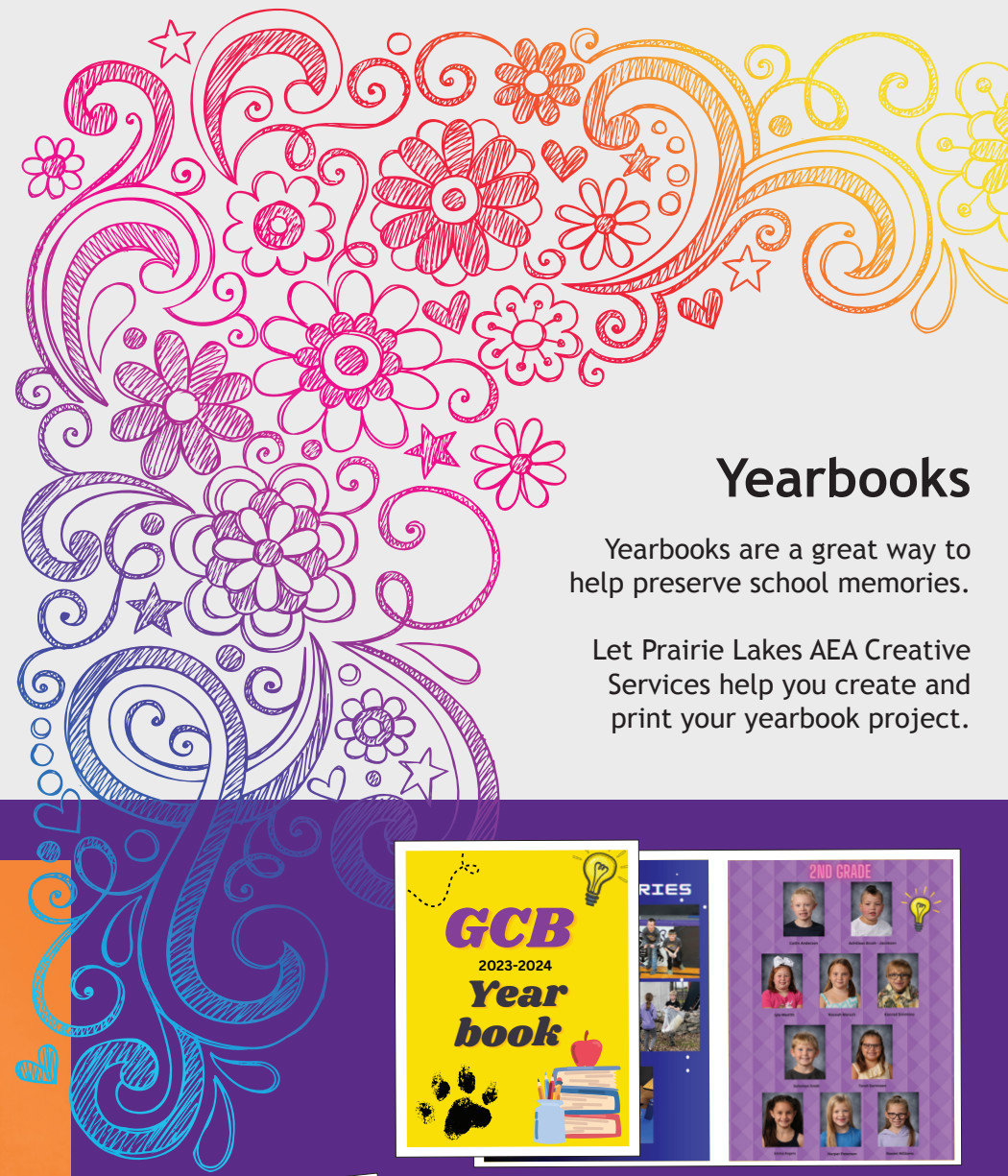
All planners come with a mylar cover for durability and are spiral bound. Planners that are 3 hole-punched will not have mylar.



See designs available



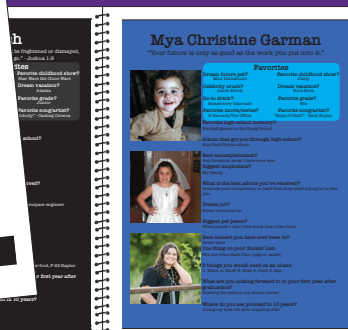
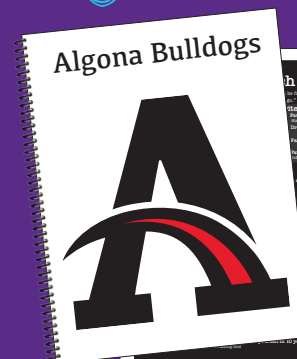
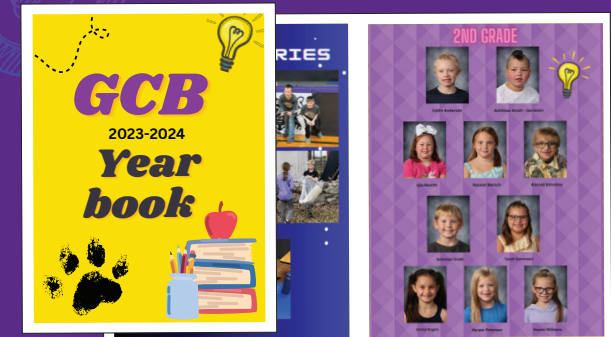
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Yearbooks

Yearbooks are a great way to help preserve school memories.

Let Prairie Lakes AEA Creative Services help you create and print your yearbook project.



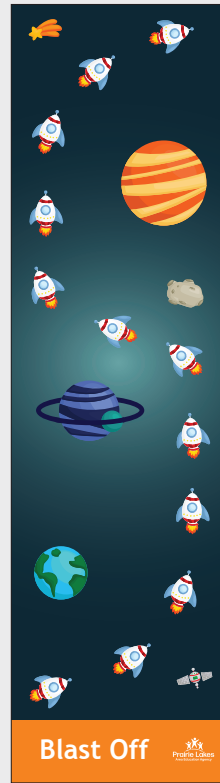
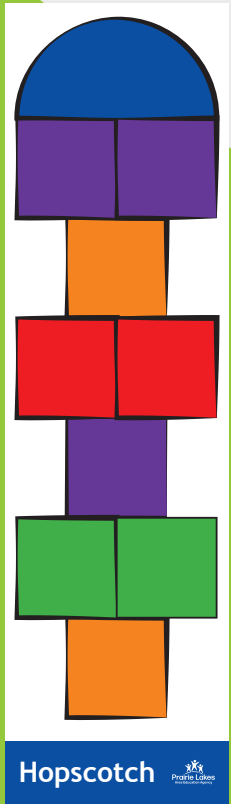
Sensory & Wellness Mats & Decals

Portable, heavy-duty vinyl floor mats are perfect for sensory, wellness, PE, indoor recess, and many other indoor activities.

Our decals are printed on versatile and durable anti-slip vinyl with a high tack adhesive. Decals can be used for sensory floor paths, lockers, windows, doors, walls and many other indoor applications.

These paths provide:

- Child-initiated movement
- Fundamental motor skills
- Dynamic & static balance
- Proprioceptive, interoceptive, vestibular activities
- Mid-line crossing work



Decal, Stickers & Clings

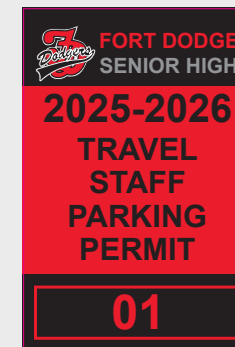
The decals are printed on versatile and durable vinyl materials. Decals can be used for sensory floor paths, lockers, windows, doors, walls and many other indoor applications.

The stickers are printed on durable vinyl material for all of your classroom needs.

The static clings are a perfect addition for window displays. They are re-positionable, leave no residue, and can be used on other smooth surfaces such as metal or plastic. Maximum cling size is 8.5 x 11.

The wall quote decals are printed on a re-positionable vinyl for ease of installation, has excellent adhesion and superior removability without damaging the walls.

- Sensory
- Locker Signs
- School Logos
- Learning Centers
- Inspirational Quotes
- Stickers



Finishing

We offer high-quality finishing options.

Cutting
Folding

- Half Fold
- Tri-fold

Hole Punch
Padding

Stapling
Binding

- Saddle Stapled
- Coiled

Perforation

Lamination

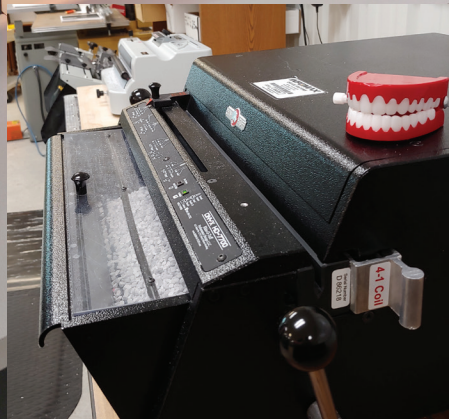
Lamination is an inexpensive option to protect your classroom projects.

Lamination Weights

- 1.5 mil gloss up to 25"
- 5 mil gloss up to 12"

- 3 mil gloss up to 25"

We offer 1.7 mil for special projects over the 25" width, both gloss and satin finishes. Please call for quotes and information on your large special projects. If you send a lamination project through our PLAEA van system, we'll likely deliver your completed project back to you on your next van delivery. Please include the Creative Services lamination form by logging on to www.aeacreativeservices.org.



OUR TEAM

**Cory
Sroufe**

Creative Services
Supervisor

**John
Funk**

Chief Printer

**Kimberly
Geisler**

Graphic Design

**Brady
Krischel**

Media Specialist I

**Lana
Pitstick**

Media Specialist

Contact Information

Printing, Lamination, & Finishing

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Prairie Lakes
Area Education Agency

EEO/AA