
– A G E N D A –

Upon request to the Executive Assistant to the Superintendent, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting.

The live stream of this meeting may be found at:

Event address for attendees:

<https://dce.webex.com/dce/onstage/g.php?MTID=e45bda792794c1da2294aa97a549915c7>

Event number: 2491 425 9720

Event password: BoardSept2021

Audio Conference Number: +1-415-655-0003

Audio Conference Access Code: 2491 425 9720

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Agenda

V. Public Comment

VI. Consent Agenda

- A. Approval of Minutes 3
- B. Recommended Employment/Resignations/Contract Adjustments 9
- C. Treasurer's Report - General/Other Fund Bills 14
- D. Balance Sheet 32
- E. Budget Revisions
- F. Grant Application(s)/Budget(s) Approval
- G. Fundraising Requests
- H. Gift/Bequests
- I. Bus Accident Report
- J. Second Reading of Policy
 - 1. po4332 Employee Sick Leave 40

VII. Reports/Considerations

- A. WASB Legislative Network Member
- B. CESA #9 Representative
- C. Student Representative
- D. Superintendent
 - 1. Summary of 2021 Summer School 42
 - 2. Monthly Report/COVID-19 Update

VIII. Unfinished Business

- A. Mission Moment - Rolling Readers

IX. New Business

- A. Approve Annual Meeting/Budget Hearing Agenda

D.C. Everest, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

B. Preliminary Budget Approval for 2021-2022	45
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X. Petitions and Communications	
A. Thank You for Memorial Tribute from the Family of Larry Wolfe	113
XI. Future Meeting Dates	
A. Annual Meeting/Budget Hearing	
Wednesday, October 27, 2021, at 6:00 p.m.	
Middle School Theater	
9302 Schofield Ave.	
Weston, WI 54476	
B. Regular Monthly School Board Meeting	
Wednesday, October 27, 2021, immediately following the Annual Meeting/Budget Hearing	
Middle School Theater	
9302 Schofield Ave.	
Weston, WI 54476	
C. Regular Monthly School Board Meeting	
Wednesday, November 17, 2021, at 6:30 p.m.	
Middle School Theater	
9302 Schofield Ave.	
Weston, WI 54476	
XII. Adjourn	

Regular School Board Meeting
 Wednesday, August 18, 2021 6:30 PM
 Middle School Theater
 9302 Schofield Ave.
 Weston, WI 54476



I. Call to Order

II. Roll Call

Joshua Dickerson: Absent, Katie Felch: Present, Bruce Krueger: Present, Lindsey Lewitzke: Present, Corina Norrbom: Present, Larry Schaefer: Present, Yee Leng Xiong: Present.

III. Pledge of Allegiance

IV. Approval of Agenda

Motion made by Lindsey Lewitzke and seconded by Bruce Krueger to approve the agenda. With a voice vote, this motion passed.

V. Public Comment

Motion made by Katie Felch and seconded by Larry Schaefer to extend public comment to allow all those registered to speak. With a voice vote, this motion passed. Speakers were:

Daron Juneau, 9506 Heritage Hills Drive, Weston, WI 54476
 Steven Frazier, 7102 Evergreen Street, Schofield, WI 54476
 Alex Hartinger, 4303 Fox Run Lane, Weston, WI 54476
 Shannon Grabko, 6213 Quentin Street, Weston, WI 54476
 Brent Tesch, 9406 Woodland Drive, Weston, WI 54476
 Eric Kollmansberger, 6206 Shawna Street, Weston, WI 54476
 Bill Ferrario, 101 Aspen Grove Lane, Wausau, WI 54403
 Josh Waukau, 2402 Country Creek Lane, Weston, WI 54476
 Stacy Schepp, 4803 Weston Ave., Weston, WI 54476
 Nate Fiene, 3806 Mount View Ave. #35, Weston, WI 54476
 Felysity Niles, 229681 Canyon Road, Wausau, WI 54403
 Jacob Prunuske, 5206 D J Lane, Weston, WI 54476
 Amy Prunuske, 5206 DJ Lane, Weston, WI 54476
 Ryan Fett, 175281 Willow Lane, Hatley, WI 54440
 Eric Levernez, 3507 Pat Street, Weston, WI 54476
 Justin Clairmore, 3205 Bruce Drive, Weston, WI 54476
 Andy Sutton, 6504 Zinser Street, Weston, WI 54476

VI. Consent Agenda

Motion made by Larry Schaefer and seconded by Corina Norrbom to approve the Consent Agenda. With a roll call vote. all yes. This motion, passed.

Joshua Dickerson: Absent, Katie Felch: Yea, Bruce Krueger: Yea, Lindsey Lewitzke: Yea, Corina Norrbom: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea
 Yea: 6, Nay: 0, Absent: 1

VI.A. Approval of Minutes

VI.B. Recommended Employment/Resignations/Contract Adjustments

VI.C. Treasurer's Report - General/Other Fund Bills

VI.D. Balance Sheet

VI.E. Grant Application(s)/Budget(s) Approval

VI.E.1. Department of Public Instruction - Dr. Carolyn Stanford Taylor, for Transition Readiness

VI.E.2. Department of Public Instruction - Eva Shaw for Enhancing SES in Students with IEP

VI.F. Fundraising Requests

VI.G. Gift/Bequests

VI.H. Bus Accident Report

VII. Reports/Considerations

VII.A. WASB Legislative Network Member

VII.B. CESA #9 Representative

VII.C. Superintendent

VII.C.1. Update on Administration Building Move

VII.C.2. Report on ASU+GSV Summit

VII.C.3. AASA Learning 2025 Distinction

VIII. Unfinished Business

IX. New Business

IX.A. 2021 School Year Protocols

Update only.

IX.B. Police Liaison Officer Access to Student Records

Motion made by Larry Schaefer and seconded by Yee Leng Xiong to give access to our student records to our police liaison officers, Frank Wierzbanowski, Abby Behnke, Greg Schremp and Jeff Zwicky for the 2021-2022 school year, since we consider them school officials with legitimate educational interests. With a voice vote, this motion passed.

IX.C. Annual Homeless Report - Information Only

IX.D. Seclusion and Restraint Update - Information Only

IX.E. Social Emotional Learning (SEL) Curriculum Update - Informational Only

IX.F. Sports Performance and Recreation Center Concept

Motion made by Katie Felch and seconded by Bruce Krueger to approve the Sports Performance and Recreation Center concept move forward for community engagement,

design, site planning, and fundraising purposes without the use of taxpayer dollars. With a voice vote, his motion, passed.

IX.G. First Reading of Policy

Motion made by Yee Leng Xiong and seconded by Bruce Krueger to approve on first reading policy 4432, Employee Sick Leave. With a voice vote, this motion passed.

IX.G.1. po4432 Employee Sick Leave

X. Petitions and Communications

X.A. Thank You for Retirement Recognition

X.B. Thank You for Memorial Tribute from Kris Duffrin

XI. Future Meeting Dates

XI.A. School Board Retreat

September 13, 2021, at 6:00 p.m.

Webex - link will be published

XI.B. Regular School Board Meeting

September 15, 2021, at 6:30 p.m.

D.C. Everest Middle School

9302 Schofield Ave.

Weston, WI 54476

XI.C. Annual Meeting Budget Hearing

October 27, 2021, at 6:00 p.m.

D.C. Everest Middle School

9302 Schofield Ave.

Schofield, WI 54476

XI.D. Regular School Board Meeting

October 27, 2021, immediately following the Annual Meeting/Budget Hearing

D.C. Everest Middle School

9302 Schofield Ave.

Schofield, WI 54476

XI.E. WASB Fall In-Person Meeting (Please register through Ellen by October 5)

October 13, 2021, from 4:30 - 9:00 p.m.

Holiday Inn

1000 Imperial Avenue

Rothschild, WI 54474

XII. Adjourned at 8:25 p.m.

Respectfully submitted,

Yee Leng Xiong, Clerk

Ellen Suckow, Executive Assistant to the
Superintendent & School Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the September 15, 2021, meeting of the School Board.

School Board Retreat: Strategic Finance
& Long Term Planning
Monday, September 13, 2021 6:00 PM
Webex Online Meeting Only
1699 Schofield Avenue, Suite 300
Schofield, Wisconsin 54476



I. Call to Order

II. Roll Call

Joshua Dickerson: Present, Katie Felch: Present, Bruce Krueger: Present, Lindsey Lewitzke: Present, Corina Norrbom: Present, Larry Schaefer: Present, Yee Leng Xiong: Present. Present: 7.

III. DCE Goals

IV. Wisconsin School Finance

IV.A. Overview

V. State Budget 2021-2022

V.A. Current Reality

V.B. July of 2022 Forecasting

V.C. 2021-2022 Mill/Levy Rate Options

VI. DCE Revenue

VI.A. Highlights

VI.B. Federal Funds

VII. DCE Expenditures

VII.A. Systemic Adjustments

VII.B. Future Investment Shifts

VIII. Initiative: Class Size Sustainability

VIII.A. Current State

VIII.B. Strategy

IX. Initiative: Health and Wellness of Staff

IX.A. Current State

IX.B. Strategy

X. Initiative: Capital Planning

X.A. Current Referendum and RLE Update

X.B. Impact

X.C. Remaining Needs

X.D. Future Goal-Aligned Investments

XI. Next Steps

XI.A. Board Member Q and A

XI.B. Timeline

XII. Adjourned at 9:04 p.m.

Respectfully submitted,

Yee Leng Xiong, Clerk

Ellen Suckow, Executive Assistant to the
Superintendent & School Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the September 15, 2021, meeting of the School Board.



Employment Report

Recommended Employment

Certified Staff

<i>Name</i>	<i>Position/Building</i>	<i>FTE</i>	<i>Start</i>
Yer Thao	English Learner Teacher/RO	1.00	August 23, 2021
Olivia Hanke	Grade 5 Teacher/MB - one year contract	1.00	August 24, 2021
Leah VanderLeest	Grade 4 Teacher/MB - one year contract	1.00	August 24, 2021
Mary Cohrs	Transition Learning Teacher/WE	1.00	August 25, 2021
Andrew Swanson	Math Teacher/SH	1.00	August 26, 2021
Kathlyne Moore	EVA Stipend Teacher/EVA	0.10	August 26, 2021
Kari Nuzskiewicz	Cross-Cat Special Ed Teacher/EV - one year contract	1.00	August 26, 2021

Support Staff

<i>Name</i>	<i>Position/Building</i>	<i>FTE</i>	<i>Start</i>
Tatiana Ladika	Family Programming & Concessions Staff	0.25	August 27, 2021
Terrence Barkley	Housekeeper/District Float & IDEA/ODY	1	September 7, 2021
Nicole Antin	Server/SH	0.45	September 7, 2021
Kelly Amsrud	Education Assistant/JH	0.62	September 7, 2021
Brittney Schepp	SWD Assistant/JH	0.62	September 13, 2021
Caitlin Franke	Server/MB	0.36	September 13, 2021
Carin Benz	SWD Assistant/WE	0.62	September 13, 2021
Sierra Willard	SWD Assistant/RI	0.62	September 13, 2021
Kim Hoffman	Education Assistant/EV	0.44	September 13, 2021
Melissa Adamski	SWD Assistant/RO	0.62	September 13, 2021
David Reimann	Technology Integration Support	1	September 20, 2021
Sarah Borth	SWD Assistant/WE 4K	0.62	September 20, 2021
Mickala Pierson	Server/WE	0.27	September 20, 2021
Paige Morris	SWD Assistant/RO	0.62	September 27, 2021

Students

<i>Name</i>	<i>Position/Building</i>	<i>FTE</i>	<i>Start</i>
Ella Mattmiller	Before & After Care Staff & 21st Century Grant School Age Staff/GFH & Elementary Schools	0.28	October 1, 2021

Resignation(s)/Retirement(s)

All Staff

<i>Name</i>	<i>Position/Building</i>	<i>Reason</i>	<i>Effective Date</i>
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Erika Heil	Family Programming & Concessions Staff	Resignation	August 18, 2021
Kelly Amsrud	SWD Assistant/JH	Rescind Offer	August 19, 2021
Christopher Sanford	Naturalist/Twin Oaks	Resignation	August 19, 2021
Angela Baumann	SWD Assistant/EV	Resignation	August 21, 2021
Rebecca Onesti	SWD Assistant/RO	Resignation	August 23, 2021
Jafia Kuzmik	SWD Assistant/RI	Resignation	August 23, 2021
Christene Mergen	SWD Assistant/WE 4K	Resignation	August 23, 2021
Stephanie Borneman	Before & After Care Staff	Resignation	August 24, 2021
Lillian Martell	Before & After Care Staff	Resignation	August 24, 2021
Stacy Stenz	EC SPED Teacher/4K EC	Resignation with damages \$3000	August 25, 2021
Sara Andrew	EVA Stipend Teacher/EVA	Resignation	August 30, 2021
Polly Hirn	EVA Coach/EVA	Resignation	August 30, 2021
Katlyn Rowlands	Drop In Care Staff/GFH	Resignation	August 31, 2021
Tracie Olson	Education Assistant/RI	Resignation	September 3, 2021
Kristine Leonard	SWD Assistant/RO	Resignation	September 21, 2021
Susan Rasmussen	Education Assistant/RO	Resignation	November 30, 2021

Adjustments

Certified Staff

Name	Position From	Position To	Effective Date
Todd McDonald	Guest Teacher	Math Teacher/JH - one year contract	August 23, 2021
Kia Thao	Grade 1-5 Teacher/EVA	Language Arts Teacher/MS Reading Interventionist/EV, RO, EVA,	August 26, 2021
Suzanne Franck	Grade 1 Teacher/EV	Parochial Reading Interventionist/EV, WE, HA,	August 26, 2021
Michelle Branton	Grade 5 Teacher/EV	ODY	August 26, 2021
Beth Bouffleur	French Teacher/MS, JH	French Teacher/JH, SH	August 26, 2021
Cheryl Franklin	Math Teacher/SH	Math Teacher/JH	August 26, 2021
Brian Engebreston	Math Teacher/JH Literacy Coach & Literacy	Math Teacher/SH	August 26, 2021
Amy Place	Interventionist/District, Parochial	Literacy Coach/District	August 26, 2021
Eric Heeren	IMC Specialist/EV, RO	IMC Specialist/EV, RO, HA English Learner Teacher & 4K	August 26, 2021
Chee Lee	English Learner Teacher/WE 4K	Teacher/WE 4K	August 26, 2021
Sandra Plisch	Spanish Teacher/MS, JH	Spanish Teacher/JH	August 26, 2021
Cristie Bates	Music Teacher/SH Cross-Cat SPED Teacher/EVA,	Music Teacher/SH, HA	August 26, 2021
Sharon Bartling	IDEA, ODY	Cross-Cat SPED Teacher/ODY, IDEA	August 26, 2021
Sarah Kaminski	Language Arts Teacher/MS	Literacy Support Teacher/MS	August 26, 2021
Hannah Brockman	English Teacher/SH, EVA	English Teacher/SH	August 26, 2021
Matthew Cephress	English Teacher/SH, EVA	English Teacher/SH	August 26, 2021
Leonard Fike	English Teacher/SH, EVA	English Teacher/SH	August 26, 2021
Cierra Levake	English Teacher/SH, EVA	English Teacher/SH	August 26, 2021
Leslei Dickerson	English Learner Teacher & Spanish Teacher/SH, EVA	English Learner Teacher & Spanish Teacher/SH	August 26, 2021

Christopher Hansen	Social Studies Teacher/SH, EVA	Social Studies Teacher/SH	August 26, 2021
Matthew Kleinschmidt	Social Studies Teacher/SH, EVA	Social Studies Teacher/SH	August 26, 2021
Rachel Linteur	Social Studies Teacher/SH, EVA	Social Studies Teacher/SH	August 26, 2021
Glenn Olstad	Social Studies Teacher/SH, EVA	Social Studies Teacher/SH	August 26, 2021
Bree Sandquist	Social Studies Teacher/SH, EVA	Social Studies Teacher/SH	August 26, 2021
Brad Seeley	Social Studies Teacher/SH, EVA	Social Studies Teacher/SH	August 26, 2021
Michelle Vinje	Social Studies Teacher/SH, EVA	Social Studies Teacher/SH	August 26, 2021
Joshua Roloff	Science Teacher/SH, EVA English & Social Studies	Science Teacher/SH	August 26, 2021
Michael Soehl	Teacher/SH, EVA Phy Ed & Adaptive Phy Ed	English & Social Studies Teacher/SH Phy Ed & Adaptive Phy Ed	August 26, 2021
Katie Shulfer	Teacher/HA, EVA	Teacher/HA, SH	August 26, 2021
Tina Prah	EC SPED Teacher/4K EC	EC SPED Teacher/WE 4K	August 26, 2021

Support Staff

Name	Position From	Position To	Effective Date
Megan Matthiae	Health Assistant/RIV	Substitute Assistant	August 19, 2021
Ashley LaPorte	SWD Assistant/JH .62 FTE	Health Assistant/RIV .64 FTE	August 23, 2021
Bradie Hammond	Summer Camp Staff	SWD Assistant/EV .62 FTE	August 26, 2021
Gayle Tesch	Server/WE .27 FTE	Server/IDEA & ODY .09 FTE	August 30, 2021
Kathryn Hallas	Drop In Care Staff/GFH	Care Staff, & 21st Century Grant Concessions Staff, Guest Teacher, &	August 30, 2021
Tyler Schultz	Concessions Staff & Guest Teacher	Before and After Care Staff	August 30, 2021
Nia Frisch	Server/RI	Substitute School Nutrition	September 1, 2021
Brady Uekert	Education Assistant/JH	SWD Assistant/JH	September 7, 2021
Dale Zajackowski	Houskeeper/JH & District-Float	Class I Custodian/GFH	September 13, 2021 September 7, 2021 &
Cheri Combs	Substitute Assistant	Server/Before & After Care Staff/RO	August 30, 2021

DCE Middle School				
Name	Position	Begin	End	%
Burgess, Julie	Choir Teacher	10/4/21	5/31/22	1.00
Kolton, Chris	Volleyball 7th Girls Assistant Coach	8/18/21	10/22/21	5.00
Phalen, Lisa	Band Teacher	11/1/21	5/31/22	1.00
Salber, Karry	Student Council Advisor	9/1/21	6/3/22	4.00
Soukup, Corinthia	Student Council Advisor	9/1/21	6/3/22	4.00
Soukup, Corinthia	Yearbook Advisor	9/1/21	6/3/22	2.00
DCE Junior High School				
Name	Position	Begin	End	%
Ammon, Christian	Gaming Club Advisor	9/1/21	6/3/22	2.00
Ammon, Christian	Evercon Liaison	9/1/21	6/3/22	2.00
Bohm, Dawn	Forensics (Head)	6/1/21	6/3/22	2.50
Burish, Benjamin	Solo Ensemble Band	9/1/21	6/3/22	1.00
Clark, Jennifer	Yearbook Advisor	9/1/21	6/3/22	2.00
Deiningner, Curtis	Swimming Girls 6-8 Assistant Coach	8/20/21	10/22/21	5.00
Fitzsimmons, Luke	Outdoor Club	9/1/21	6/3/22	1.00
Fuehrer, Jacob	Outdoor Club	9/1/21	6/3/22	1.00
Haakenson, Brittany	Cross Country 6-8 Assistant Coach	8/16/21	10/22/21	3.00
Hahn, Nathan	Ski Club	9/1/21	6/3/22	2.00
Johnson, Ann	Solo Ensemble Orchestra	9/1/21	6/3/22	1.00
Kolodziej, Jody	Student Council	9/1/21	6/3/22	2.00
Lauersdorf, Erin	National Junior Honor Society	9/1/21	6/3/22	2.00
Long, Aime	Student Council	9/1/21	6/3/22	2.00
Pederson, Teresa	National Junior Honor Society	9/1/21	6/3/22	2.00
Searing, Rebecca	Forensics	9/1/21	6/3/22	1.00
Ulrich, Joshua	Chamber Singers (Formerly Noteables)	9/1/21	6/3/22	1.75
Ulrich, Joshua	JH Variety Show Advisor	9/1/21	6/3/22	2.00
Ulrich, Joshua	Solo Ensemble Choir	9/1/21	6/3/22	1.00
Wenninger, Eric	Cross Country 6-8 Assistant Coach	8/23/21	10/22/21	5.00
Winkelman, Heather	Cross Country 6-8 Assistant Coach	8/16/21	10/22/21	3.00
DCE Senior High School				
Name	Position	Begin	End	%
Ackley, Megan	Key Club Co-Advisor	9/1/21	6/3/22	2.00
Aleckson, Sarah	Forensics Assistant	12/31/21	4/29/22	2.00
Banks Ohearn, Lisa	Student Council Assistant	9/1/21	6/3/22	5.00
Bates, Cristie	Solo and Ensemble - Choir	12/31/21	2/28/22	1.00

Bates, Cristie	Songspinners	9/1/21	6/3/22	2.75
Brockman, Hannah	Class Advisor 10th	9/1/21	6/3/22	2.00
Buchholz, Renee	Dance Team Head Coach (Fall)	8/1/21	10/31/21	7.00
Burish, Benjamin	Marching Band	9/1/21	10/14/22	2.00
Fike, Leonard	Newspaper Advisor	9/1/21	6/3/22	3.75
Filtz, Caitlyn	Class Advisor 10th	9/1/21	6/3/22	2.00
Finnegan, Joseph	Marching Band	9/1/21	10/14/21	6.00
Finnegan, Joseph	Percussion Instructor	9/1/21	10/14/21	2.00
Finnegan, Joseph	Pep Band	9/1/21	6/3/22	2.50
Finnegan, Joseph	Solo and Ensemble - Band	12/31/21	2/28/22	1.00
Gipp, Jennifer	Prom Advisor	9/1/21	6/7/22	4.00
Gipp, Jennifer	FBLA Advisor	9/1/21	6/3/22	3.50
Glynn, John	FFA Advisor	9/1/21	6/3/22	3.50
Glynn, John	Skills USA Advisor	9/1/21	6/3/22	2.00
Jagodzinski, Anne	Forensics Assistant	12/31/21	4/29/22	2.00
Johnson, Ann	Solo and Ensemble - Orchestra	12/31/21	2/28/22	1.00
Kemp, Audrey	Yearbook Advisor	9/1/21	6/3/22	5.00
Levake, Ciera	Mock Trial Advisor	9/1/21	6/3/22	3.50
Lintereur, Rachel	Class Advisor 11th	9/1/21	6/3/22	2.00
Oosterhuis, Jenny	Student Council Assistant	9/1/21	6/3/22	5.00
Peplinski, Jeanette	Class Advisor 11th	9/1/21	6/3/22	2.00
Peterson, Jodi	DECA Advisor	9/1/21	6/3/22	3.50
Peterson, Stacy	FCCLA Advisor	9/1/21	6/3/22	3.50
Rice, Julie	Key Club Co-Advisor	9/1/21	6/3/22	2.00
Roskopf, Kaitlyn	Class Advisor 12th	9/1/21	6/3/22	2.00
Roskopf, Kaitlyn	Senior Ball Advisor	9/1/21	6/3/22	2.00
Schremp, Alex	Class Advisor 11th	9/1/21	6/3/22	2.00
Schremp, Alex	DECA Advisor	9/1/21	6/3/22	2.00
Stremkowski, Brandon	Class Advisor 10th	9/1/21	6/3/22	2.00
Strick, Jeffrey	Math Team	9/1/21	6/3/22	2.00
Vesper, Wendy	Dance Team Co-Assistant Coach (Fall)	8/1/21	10/31/21	3.50
Villiard, Alexandria	Dance Team Co-Assistant Coach (Fall)	8/1/21	10/31/21	3.50
Whitsett, Dawn	Forensics	12/31/21	4/29/22	5.00

D.C. EVEREST AREA SCHOOL DISTRICT
 6300 ALDERSON STREET, WESTON, WI 54476
 TREASURER'S REPORT

SEPTEMBER 7, 2021

CASH BALANCE AS OF AUGUST 10, 2021	(\$108,864.99)	
INVESTMENT ACCOUNT TRANSFERS		\$3,674,370.32
RECEIPTS CR#30280 - CR#30326	\$5,302,300.77	
CHECKS FOR APPROVAL #229672 - #229790 ACH: #212200247-212200431		\$1,601,946.11
<u>VOIDS:</u> CK# 229258, 229353, 229594	\$638.70	
CASH BALANCE AS OF SEPTEMBER 7, 2021		(\$82,241.95)
	\$5,194,074.48	\$5,194,074.48
	\$5,194,074.48	\$5,194,074.48

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(08/10/2021-09/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
229672	CJ'S CATERING-AMAZING VENTURES LLC	4662	08/13/2021	7,251.30
229673	UW STOUT	08272021	08/13/2021	350.00
229674	WI PUBLIC SERVICE	0401790290-00044	08/13/2021	82,428.11
229675	ALEXANDRONI, LOUIS	26224/50515	08/13/2021	51.35
229676	ALLIANT UTILITIES/WP&L	JUL2021	08/13/2021	928.68
229677	BACKGROUND INVESTIGATION BUREAU, LLC	DCE00080121-1	08/13/2021	111.60
229678	CENGAGE LEARNING	74630089 reissue	08/13/2021	9,317.40
229679	CENTURY LINK	238313167	08/13/2021	80.60
229680	DC EVEREST SOCCER BOOSTERS	EVERESTSOC8921	08/13/2021	1,460.00
229681	FISHER SCIENTIFIC CO LLC	4683065	08/13/2021	122.75
229681	FISHER SCIENTIFIC CO LLC	4459985	08/13/2021	378.65
229682	GORDON FOOD SERVICE INC	211724017	08/13/2021	3.80
229682	GORDON FOOD SERVICE INC	211563140	08/13/2021	7.60
229682	GORDON FOOD SERVICE INC	211407362	08/13/2021	9.50
229682	GORDON FOOD SERVICE INC	211407363	08/13/2021	32.30
229682	GORDON FOOD SERVICE INC	211724022	08/13/2021	49.77
229682	GORDON FOOD SERVICE INC	211724031	08/13/2021	59.76
229682	GORDON FOOD SERVICE INC	211563142	08/13/2021	82.61
229682	GORDON FOOD SERVICE INC	211407366	08/13/2021	88.40
229682	GORDON FOOD SERVICE INC	211724024	08/13/2021	134.90
229682	GORDON FOOD SERVICE INC	211407368	08/13/2021	257.70
229682	GORDON FOOD SERVICE INC	211407354	08/13/2021	316.10
229682	GORDON FOOD SERVICE INC	211724029	08/13/2021	357.48
229682	GORDON FOOD SERVICE INC	211563143	08/13/2021	558.20
229683	HALAMBECK, BENJAMIN	Halambeck-Scholarsh	08/13/2021	2,000.00
229684	HAWKINS, ASH CPA'S LLP	3138933	08/13/2021	9,000.00
229685	HOME INSULATION CO, INC	46459	08/13/2021	190.00
229686	HUDL	01174208	08/13/2021	10,100.00
229687	MCGRAW HILL SCHOOL EDUC HOLDINGS, INC	118257229001	08/13/2021	225.00
229687	MCGRAW HILL SCHOOL EDUC HOLDINGS, INC	11821186001	08/13/2021	1,943.97
229687	MCGRAW HILL SCHOOL EDUC HOLDINGS, INC	118211100001	08/13/2021	2,078.91
229688	MEKONG FRESH MEATS, INC	75197	08/13/2021	195.00
229689	MS GRAPHICS, LLC	2014-3973	08/13/2021	49.00
229690	NTC CAMPUS STORE	RCI-00037361-2-1	08/13/2021	5,580.00
229691	NUTRISLICE, INC.	6821	08/13/2021	1,400.04
229692	OTIS ELEVATOR CO	CVW16550001	08/13/2021	850.25
229692	OTIS ELEVATOR CO	1004000333994	08/13/2021	1,431.48
229692	OTIS ELEVATOR CO	CVW16988001	08/13/2021	5,835.00
229693	PARTS TOWN, LLC.	27459871	08/13/2021	55.87
229693	PARTS TOWN, LLC.	27519758	08/13/2021	85.77
229694	RALLS, BRIAN	21654	08/13/2021	158.95
229695	RIDDELL / ALL AMERICAN SPORTS CORP	951322580	08/13/2021	4,685.39
229696	SCENARIO LEARNING, LLC.	INV30093	08/13/2021	2,424.00
229697	SCHOLASTIC INC.	M7139043 9	08/13/2021	1,699.02
229698	SHANGHAI GRILL	JA3N	08/13/2021	155.00
229699	SHIDELLL WOOD PRODUCTS	30800	08/13/2021	399.98
229700	STAPLES ADVANTAGE	3484275784	08/13/2021	8.49
229700	STAPLES ADVANTAGE	3484275785	08/13/2021	25.47

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229700	STAPLES ADVANTAGE	3483935499	08/13/2021	33.10
229700	STAPLES ADVANTAGE	3484006304	08/13/2021	38.45
229700	STAPLES ADVANTAGE	3484193017	08/13/2021	41.72
229700	STAPLES ADVANTAGE	3483548740	08/13/2021	62.02
229700	STAPLES ADVANTAGE	3483935498	08/13/2021	64.01
229700	STAPLES ADVANTAGE	3483935497	08/13/2021	69.29
229700	STAPLES ADVANTAGE	3483548738	08/13/2021	147.52
229701	VILLAGE DELI	6	08/13/2021	265.00
229702	WAUSAU MONUMENT, INC.	695	08/13/2021	428.00
229703	WELCH, REBECCA	52249	08/13/2021	40.05
229704	WI PUBLIC SERVICE	MS GAS JUL2021	08/13/2021	203.74
229704	WI PUBLIC SERVICE	SH GAS JUL2021	08/13/2021	228.56
229704	WI PUBLIC SERVICE	JH GAS JUL2021	08/13/2021	314.06
229704	WI PUBLIC SERVICE	MBAY GAS JUL2021	08/13/2021	314.59
229704	WI PUBLIC SERVICE	GHF GAS JUL2021	08/13/2021	860.90
229705	WISCONSIN ESCHOOL NETWORK	RI.07302021.6495	08/13/2021	295.00
229706	YANG, DER	JUL2021 FOOD	08/13/2021	14.34
229707	ZIELSDORF, PAUL	20707	08/13/2021	58.30
229708	UNITED WAY OF MARATHON CNTY	20210813BDUWAY	08/13/2021	-447.29
229708	UNITED WAY OF MARATHON CNTY	20210813DDUWAY	08/13/2021	157.92
229708	UNITED WAY OF MARATHON CNTY	20210813ADUWAY	08/13/2021	447.29
229708	UNITED WAY OF MARATHON CNTY	20210813CDUWAY	08/13/2021	447.29
229709	FLINN SCIENTIFIC CO	2594889	08/20/2021	3.15
229710	PITNEY BOWES	08172021	08/27/2021	6,000.00
229711	SCHOOL NUTRITION ASSN	Renewal 578973	08/27/2021	12.00
229712	YOUTH ALIVE	61121-MS	08/27/2021	1,600.00
229713	ABLENET INC	CI213977	08/27/2021	2,155.50
229714	ADAPTIVE TECH SOLUTIONS	18745	08/27/2021	174.08
229715	BLOOMSIGHTS US LLC	36	08/27/2021	9,350.00
229716	CENGAGE LEARNING	74630095	08/27/2021	2,550.00
229717	CENTER FOR THE COLLABORATIVE CLASSROOM	229233	08/27/2021	1,200.00
229718	FASTSIGNS	629-10974	08/27/2021	1,018.96
229719	GORDON FOOD SERVICE INC	15248830	08/27/2021	-83.06
229719	GORDON FOOD SERVICE INC	15140192	08/27/2021	-39.45
229719	GORDON FOOD SERVICE INC	15153455	08/27/2021	-34.37
229719	GORDON FOOD SERVICE INC	15415510	08/27/2021	-20.07
229719	GORDON FOOD SERVICE INC	211887160	08/27/2021	1.90
229719	GORDON FOOD SERVICE INC	212165840	08/27/2021	17.06
229719	GORDON FOOD SERVICE INC	212231221	08/27/2021	33.53
229719	GORDON FOOD SERVICE INC	212165836	08/27/2021	59.38
229719	GORDON FOOD SERVICE INC	212231219	08/27/2021	143.18
229719	GORDON FOOD SERVICE INC	211887157	08/27/2021	203.01
229719	GORDON FOOD SERVICE INC	212231217	08/27/2021	237.25
229719	GORDON FOOD SERVICE INC	212058566	08/27/2021	271.78
229719	GORDON FOOD SERVICE INC	212231218	08/27/2021	299.25
229719	GORDON FOOD SERVICE INC	212231226	08/27/2021	339.32
229719	GORDON FOOD SERVICE INC	212165837	08/27/2021	401.24
229719	GORDON FOOD SERVICE INC	212165842	08/27/2021	1,210.00

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229719	GORDON FOOD SERVICE INC	2122231223	08/27/2021	3,007.96
229719	GORDON FOOD SERVICE INC	212231215	08/27/2021	4,004.28
229720	GRAYBAR, INC.	9322989218	08/27/2021	13.41
229721	HEALTHCARE WASTE MANAGEMENT, INC	68914	08/27/2021	98.97
229722	HEARTLAND BUSINESS SYSTEMS INC	460073-H	08/27/2021	269.76
229723	HEINDL, JAMIE	HEINDL81121	08/27/2021	270.00
229724	HOME INSULATION CO, INC	46488	08/27/2021	202.00
229724	HOME INSULATION CO, INC	46493	08/27/2021	447.00
229724	HOME INSULATION CO, INC	46345	08/27/2021	497.00
229725	INTEGRITY FIRE PROTECTION INC	61195	08/27/2021	238.00
229725	INTEGRITY FIRE PROTECTION INC	61202	08/27/2021	238.00
229726	JET-BLACK OF CENTRAL WI	996509	08/27/2021	1,605.00
229727	LAMERS BUS LINES, INC.	582084	08/27/2021	86.19
229727	LAMERS BUS LINES, INC.	582083	08/27/2021	95.30
229727	LAMERS BUS LINES, INC.	582173	08/27/2021	104.16
229727	LAMERS BUS LINES, INC.	582174	08/27/2021	104.16
229727	LAMERS BUS LINES, INC.	582177	08/27/2021	106.38
229727	LAMERS BUS LINES, INC.	5892176	08/27/2021	106.38
229727	LAMERS BUS LINES, INC.	582175	08/27/2021	106.38
229727	LAMERS BUS LINES, INC.	582110	08/27/2021	653.40
229727	LAMERS BUS LINES, INC.	582108	08/27/2021	668.68
229728	LEE, BAO	51552	08/27/2021	169.45
229729	MARSHFIELD CLINIC, INC.	185825JULY2021	08/27/2021	704.40
229730	MCPASD	2021-2022 Invoice	08/27/2021	300.00
229731	PITNEY BOWES	27126473-10	08/27/2021	4,000.00
229732	QUALITY CLEANING SYSTEMS, LLC.	2289	08/27/2021	2,020.00
229733	SCHOOL DATEBOOKS, INC.	521-0209702	08/27/2021	442.14
229734	SCHOOLWIDE INC	8.13.21	08/27/2021	1,183.00
229735	SHEPARD, MICHELLE	23404	08/27/2021	27.95
229736	SHRED-IT USA	8182584260	08/27/2021	97.21
229736	SHRED-IT USA	8182554051	08/27/2021	110.82
229737	SONOVA USA, INC.	5134159035	08/27/2021	1,417.50
229737	SONOVA USA, INC.	5134160734	08/27/2021	4,071.99
229738	SOUNDZABOUND MUSIC LIBRARY	107396	08/27/2021	147.00
229739	STAPLES ADVANTAGE	3484848484	08/27/2021	-13.57
229739	STAPLES ADVANTAGE	3484341116	08/27/2021	17.52
229739	STAPLES ADVANTAGE	3484403394	08/27/2021	170.88
229740	SUBURBAN SCHOOL SUPTS	Email attached	08/27/2021	850.00
229741	TEACHER DIRECT	INV/2021/21135	08/27/2021	142.32
229741	TEACHER DIRECT	INV/2021/21134	08/27/2021	174.00
229741	TEACHER DIRECT	INV/2021/21340	08/27/2021	184.76
229742	TILTON JR., CHRISTOPHER	REF 08202021 - 3	08/27/2021	55.00
229743	ULINE	137430447	08/27/2021	86.82
229744	VILLAGE OF ROTHSCHILD	JAN-JUNE2021	08/27/2021	20,120.00
229745	VOYAGER SOPRIS LEARNING INC	3976387	08/27/2021	300.30
229746	WI ASSN SCH DIST AD WASDA	300006585	08/27/2021	1,750.00
229747	WI PUBLIC SERVICE	RO GAS JUL2021	08/27/2021	304.57
229748	WVC MIDDLE LEVEL ATHLETIC ASSOC	WVC Athletics	08/27/2021	250.00

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229749	YOUTH ALIVE	61121	08/27/2021	500.00
229750	KOHN LAW FIRM SC	08272021A	08/27/2021	372.69
229751	UNITED WAY OF MARATHON CNTY	20210827ADUWAY	08/27/2021	619.16
229752	NUSZKIEWICZ, KARI	AUG2021 COMP	08/30/2021	3,000.00
229753	GREAT LAKES WEATHER SERVICE	DCE2021-2022	09/03/2021	38.00
229754	WI PUBLIC SERVICE	3820902459	09/03/2021	318.05
229755	BLUE EDGE ENERGY	3016	09/03/2021	322.61
229756	BRADFORD SYSTEMS CORPORATION	35640-1	09/03/2021	5,704.75
229757	CHARTER COMMUNICATIONS, INC.	0072595081921	09/03/2021	229.50
229758	DISCOUNT SCHOOL SUPPLY	P40669500101	09/03/2021	63.33
229759	EQUIPMENT & ENGINE TRAINING COUNCIL	300002861	09/03/2021	100.00
229760	FASTSIGNS	629-10618	09/03/2021	278.75
229760	FASTSIGNS	629-10969	09/03/2021	2,411.63
229761	FEDEX, INC.	7-486-59465	09/03/2021	45.31
229762	FLINN SCIENTIFIC CO	2607413	09/03/2021	99.00
229763	GORDON FOOD SERVICE INC	1)793403	09/03/2021	36.08
229763	GORDON FOOD SERVICE INC	2)793403	09/03/2021	36.08
229764	GREATER WAUSAU CHAMBER OF COMMERCE	2005023	09/03/2021	200.00
229765	GREATMATS	1619495	09/03/2021	4,444.10
229765	GREATMATS	1619492	09/03/2021	6,250.38
229766	HEARTLAND SCHOOL SOLUTIONS	915036	09/03/2021	495.00
229767	HIORNS PIANO SERVICE	8.30.21	09/03/2021	150.00
229768	LAKESHORE LEARNING MATERIALS	434484080921	09/03/2021	21.59
229768	LAKESHORE LEARNING MATERIALS	131013082421	09/03/2021	24.24
229768	LAKESHORE LEARNING MATERIALS	430804081021	09/03/2021	63.23
229769	LAMERS BUS LINES, INC.	582109	09/03/2021	53.41
229770	MS GRAPHICS, LLC	2014-3975	09/03/2021	250.00
229771	NASCO INC - EDUCATION	105284	09/03/2021	40.00
229771	NASCO INC - EDUCATION	100654	09/03/2021	76.16
229772	NDSM HOLDINGS, LLC.	3753156	09/03/2021	2,984.18
229773	ORIENTAL TRADING CO INC	711078427-02	09/03/2021	38.75
229774	PETERSON, GRACE	Peterson-Scholarship	09/03/2021	200.00
229775	PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC	3314122315	09/03/2021	351.99
229776	SARGENT WELCH	8805313175	09/03/2021	515.30
229777	SENSATIONAL PATH- ERUB GRUJIC	0001	09/03/2021	250.00
229778	SHADE TREE SOLUTIONS	STS 421300	09/03/2021	1,000.00
229779	SLOAN, OLIVIA	Sloan-Scholarship	09/03/2021	400.00
229780	STAPLES ADVANTAGE	3485513256	09/03/2021	8.01
229780	STAPLES ADVANTAGE	3484777598	09/03/2021	12.82
229780	STAPLES ADVANTAGE	3485311994	09/03/2021	24.70
229780	STAPLES ADVANTAGE	3485513254	09/03/2021	37.64
229780	STAPLES ADVANTAGE	3484848485	09/03/2021	70.11
229780	STAPLES ADVANTAGE	3485513255	09/03/2021	1,108.38
229781	STEVENS POINT SCHOOL DISTRICT	2022001	09/03/2021	600.00
229782	TEACHER DIRECT	INV/2021/22805	09/03/2021	126.92
229783	THAPA, SURAJ	110291	09/03/2021	60.60
229784	VAIL UNIFIED SCHOOL DISTRICT	2336	09/03/2021	7,586.44
229785	VILLAGE OF WESTON	05-08 2021 2145-00	09/03/2021	175.75

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229785	VILLAGE OF WESTON	05-08 2021 2144-00	09/03/2021	462.17
229785	VILLAGE OF WESTON	05-08 2021 2749-00	09/03/2021	2,013.74
229785	VILLAGE OF WESTON	05-08 2021 2025-00	09/03/2021	5,863.13
229785	VILLAGE OF WESTON	05-08 2021 2146-00	09/03/2021	6,788.70
229786	WALLER, ISABELLE	Waller-Scholarship	09/03/2021	1,000.00
229787	WILSON LANGUAGE TRAINING	1870647	09/03/2021	46.40
229788	YOUTH ALIVE	61121-2	09/03/2021	1,100.00
229789	MARSHFIELD HIGH SCHOOL	09072021	09/03/2021	100.00
229790	WI SCHOOL COUNSELOR ASSN WSCA	August 2021	09/03/2021	265.00
212200247	ADVANCED DISPOSAL SOLID WASTE MIDWEST, LI	JULY 2021	08/13/2021	3,558.00
212200248	ALPHA BAKING CO., INC.	21012620007	08/13/2021	118.54
212200249	AMAZON CAPITAL SERVICES	1G71-FVYF-DCLL	08/13/2021	-604.59
212200249	AMAZON CAPITAL SERVICES	1QLF-KLHF-9WKR	08/13/2021	-604.59
212200249	AMAZON CAPITAL SERVICES	1LCT-F79F-9RFR	08/13/2021	-64.97
212200249	AMAZON CAPITAL SERVICES	1CQ3-VWG4-9QHW	08/13/2021	29.98
212200249	AMAZON CAPITAL SERVICES	1GDY-4C9K-CM3M	08/13/2021	48.21
212200249	AMAZON CAPITAL SERVICES	1FKX-7KPC-NJ77	08/13/2021	56.15
212200249	AMAZON CAPITAL SERVICES	1JM1-RTKL-R4QF	08/13/2021	69.74
212200249	AMAZON CAPITAL SERVICES	1GDY-4C9K-1P7R	08/13/2021	124.18
212200249	AMAZON CAPITAL SERVICES	17R1-11Q6-KMK3	08/13/2021	163.38
212200249	AMAZON CAPITAL SERVICES	1LPV-G6NR-97WY	08/13/2021	176.30
212200249	AMAZON CAPITAL SERVICES	17D6-D1H4-XY1T	08/13/2021	236.10
212200249	AMAZON CAPITAL SERVICES	163D-CPQT-KKVV	08/13/2021	454.46
212200249	AMAZON CAPITAL SERVICES	1PRH-YYTP-3YGG	08/13/2021	604.97
212200249	AMAZON CAPITAL SERVICES	1LCT-F79F-DWY7	08/13/2021	984.70
212200249	AMAZON CAPITAL SERVICES	1L1W-49DH-DNX6	08/13/2021	1,209.18
212200250	ARAMARK UNIFORM SERVICES, INC	JUL2021 FOOD SUMMER	08/13/2021	757.56
212200250	ARAMARK UNIFORM SERVICES, INC	JUL2021 CUST	08/13/2021	2,115.33
212200251	ASCENSION ST. MICHAEL'S HOSPITAL INC.	170082	08/13/2021	1,260.00
212200252	CESA 9, INC.	0000014956	08/13/2021	19,037.35
212200253	DREAMBOX LEARNING, INC	DB062073686	08/13/2021	2,220.00
212200254	EBSCO INFORMATION SERVICES	1000160879-1	08/13/2021	2,227.56
212200255	EDF ENERGY SERVICES, LLC	123169ES	08/13/2021	5,693.06
212200256	FRANCE PROPANE SERVICE	127502	08/13/2021	35.49
212200257	GRAINGER INC, WW	9005119848	08/13/2021	45.36
212200257	GRAINGER INC, WW	9003888204	08/13/2021	169.08
212200257	GRAINGER INC, WW	9005119855	08/13/2021	173.64
212200257	GRAINGER INC, WW	9003888212	08/13/2021	277.44
212200257	GRAINGER INC, WW	9005119830	08/13/2021	289.33
212200258	HALLMAN LINDSAY PAINTS	10292782	08/13/2021	1,632.80
212200259	HER, KIA	JUL2021 ITEM	08/13/2021	99.68
212200259	HER, KIA	JUL2021 FOOD	08/13/2021	105.49
212200260	HORST DISTRIBUTING INC	91576-001	08/13/2021	99.48
212200261	K&S FUEL INJECTION INC	15416	08/13/2021	218.93
212200262	KWIK TRIP INC	00054784 JUL2021	08/13/2021	1,947.23
212200263	LOR-HER, KAOLEE	JUL2021 ITEM	08/13/2021	55.23
212200264	M3 INSURANCE SOLU INC	66074	08/13/2021	46,377.00
212200265	MARATHON PEST CONTROL	41776	08/13/2021	28.00

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212200265	MARATHON PEST CONTROL	41827	08/13/2021	28.00
212200265	MARATHON PEST CONTROL	41828	08/13/2021	28.00
212200266	MARCELLINO, ANTHONY	JUL2021 MILEAGE	08/13/2021	18.54
212200267	MID WISCONSIN BEVERAGE	2781186	08/13/2021	1,035.26
212200268	NASSCO INC - CUSTODIAL	6027401	08/13/2021	84.82
212200268	NASSCO INC - CUSTODIAL	6029144	08/13/2021	494.59
212200268	NASSCO INC - CUSTODIAL	6029087	08/13/2021	886.87
212200268	NASSCO INC - CUSTODIAL	6028049	08/13/2021	2,039.10
212200268	NASSCO INC - CUSTODIAL	2759152	08/13/2021	3,304.32
212200269	NEOLA, INC	91255	08/13/2021	750.00
212200270	PER MAR SECURITY SERVICES, INC.	2569954	08/13/2021	379.17
212200271	QUADIENT FINANCE USA, INC.	JUL2021	08/13/2021	2,000.00
212200272	REINDERS INC	2698233-00	08/13/2021	112.00
212200273	SAVVAS LEARNING COMPANY LLC	7027559772	08/13/2021	5,722.10
212200273	SAVVAS LEARNING COMPANY LLC	7027559771	08/13/2021	12,677.09
212200273	SAVVAS LEARNING COMPANY LLC	7027571216	08/13/2021	55,403.31
212200274	SCHOOL SPECIALTY, LLC.	208128080351	08/13/2021	58.47
212200274	SCHOOL SPECIALTY, LLC.	208128103427	08/13/2021	360.58
212200274	SCHOOL SPECIALTY, LLC.	302500186954	08/13/2021	2,973.77
212200275	SECURIAN FINANCIAL GROUP, INC.	SEPT 2021	08/13/2021	19,539.46
212200276	SECURITY HEALTH PLAN	SEPT 2021	08/13/2021	857,858.13
212200277	SMITH-YOUNG, ROSANNE	AUG2021 ITEM	08/13/2021	100.00
212200278	TEAM SPORTING GOODS INC	AAF020684	08/13/2021	235.75
212200278	TEAM SPORTING GOODS INC	AAF020674	08/13/2021	243.90
212200278	TEAM SPORTING GOODS INC	AAF020673	08/13/2021	2,208.75
212200279	THAO, KIA	JUL2021 ITEM	08/13/2021	327.16
212200280	THEISS, HEATHER	JUL2021 ITEM	08/13/2021	111.37
212200281	TRIMNER, SARAH	JUL2021 ITEM	08/13/2021	78.94
212200282	USIC RECEIVABLES, LLC	453235	08/13/2021	3,120.00
212200283	VANG, YING	AUG2021 ITEM	08/13/2021	43.35
212200284	VIKING ELECTRIC SUPPLY	S004962820.001	08/13/2021	2.79
212200284	VIKING ELECTRIC SUPPLY	S004945055.001	08/13/2021	6.71
212200284	VIKING ELECTRIC SUPPLY	S004962820.002	08/13/2021	27.65
212200284	VIKING ELECTRIC SUPPLY	S004947967.001	08/13/2021	47.82
212200284	VIKING ELECTRIC SUPPLY	S004940611.001	08/13/2021	105.50
212200284	VIKING ELECTRIC SUPPLY	S004970704.001	08/13/2021	137.01
212200284	VIKING ELECTRIC SUPPLY	S004939832.001	08/13/2021	179.83
212200284	VIKING ELECTRIC SUPPLY	S004966891.001	08/13/2021	182.67
212200284	VIKING ELECTRIC SUPPLY	S004960083.001	08/13/2021	204.29
212200284	VIKING ELECTRIC SUPPLY	S004953438.001	08/13/2021	316.54
212200284	VIKING ELECTRIC SUPPLY	S004939832.002	08/13/2021	393.00
212200284	VIKING ELECTRIC SUPPLY	S004939832.003	08/13/2021	973.83
212200285	VLIETSTRA, ALISON	JUL2021 MILEAGE	08/13/2021	12.99
212200286	YANG-LEE, MAO	JUL2021 FOOD	08/13/2021	35.46
212200288	NCS PEARSON INC	14745543	08/25/2021	567.75
212200289	ABLE DISTRIBUTING CO INC	S016873416.001	08/27/2021	55.74
212200289	ABLE DISTRIBUTING CO INC	S016874645.001	08/27/2021	81.44
212200289	ABLE DISTRIBUTING CO INC	S016887880.001	08/27/2021	383.89

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212200290	ADVANCED DISPOSAL SOLID WASTE MIDWEST, LI	D20000747130	08/27/2021	175.00
212200291	AMAZON CAPITAL SERVICES	1MMD-YY4R-LQFM	08/27/2021	-74.99
212200291	AMAZON CAPITAL SERVICES	1TR7-1WKG-9LRQ	08/27/2021	-37.83
212200291	AMAZON CAPITAL SERVICES	1WW7-RLFY-KGCL	08/27/2021	13.98
212200291	AMAZON CAPITAL SERVICES	17Q3-WNLV-QXR3	08/27/2021	14.99
212200291	AMAZON CAPITAL SERVICES	11R3-PCVL-FQPT	08/27/2021	16.99
212200291	AMAZON CAPITAL SERVICES	1C4D-J9YX-4PHN	08/27/2021	17.83
212200291	AMAZON CAPITAL SERVICES	1W1L-JGRP-X7LX	08/27/2021	17.94
212200291	AMAZON CAPITAL SERVICES	1KQP-4YX6-HT1N	08/27/2021	23.98
212200291	AMAZON CAPITAL SERVICES	1WDJ-T17Y-6WCL	08/27/2021	29.82
212200291	AMAZON CAPITAL SERVICES	1TL3-R1JG-7HMC	08/27/2021	29.98
212200291	AMAZON CAPITAL SERVICES	1D3D-JVH9-1MW7	08/27/2021	32.98
212200291	AMAZON CAPITAL SERVICES	1WY3-NW6L-GTHT	08/27/2021	33.99
212200291	AMAZON CAPITAL SERVICES	1KWC-LH4R-6WTC	08/27/2021	36.29
212200291	AMAZON CAPITAL SERVICES	1QQC-FTD1-HG1F	08/27/2021	37.93
212200291	AMAZON CAPITAL SERVICES	1HD3-NQPP-LDKJ	08/27/2021	38.75
212200291	AMAZON CAPITAL SERVICES	17Q3-WNLV-CPLP	08/27/2021	42.99
212200291	AMAZON CAPITAL SERVICES	1T3H-DXY3-919G	08/27/2021	44.85
212200291	AMAZON CAPITAL SERVICES	1F9W-97RN-DPQX	08/27/2021	45.29
212200291	AMAZON CAPITAL SERVICES	16GK-F9XT-GDPP	08/27/2021	49.64
212200291	AMAZON CAPITAL SERVICES	1P69-MNVK-1JTR	08/27/2021	54.26
212200291	AMAZON CAPITAL SERVICES	1KP1-TT3T-6XXT	08/27/2021	57.96
212200291	AMAZON CAPITAL SERVICES	14GH-H7ML-MNJC	08/27/2021	60.11
212200291	AMAZON CAPITAL SERVICES	1YHF-C3H1-X3ND	08/27/2021	65.53
212200291	AMAZON CAPITAL SERVICES	1TJW-CX9W-9HTC	08/27/2021	66.73
212200291	AMAZON CAPITAL SERVICES	1MK1-JNGT-7LHM	08/27/2021	68.54
212200291	AMAZON CAPITAL SERVICES	1LHG-DN16-36GY	08/27/2021	70.18
212200291	AMAZON CAPITAL SERVICES	17Q3-WNLV-KWY4	08/27/2021	78.95
212200291	AMAZON CAPITAL SERVICES	191N-CWCV-CXLX	08/27/2021	82.45
212200291	AMAZON CAPITAL SERVICES	1HYV-LCN3-CPCH	08/27/2021	84.40
212200291	AMAZON CAPITAL SERVICES	1HWT-YLNW-DGJJ	08/27/2021	89.41
212200291	AMAZON CAPITAL SERVICES	1Y3D-K4Y9-7V19	08/27/2021	90.98
212200291	AMAZON CAPITAL SERVICES	1HD3-NQPP-TF9L	08/27/2021	93.54
212200291	AMAZON CAPITAL SERVICES	1TVY-WYQ6-VFY9	08/27/2021	94.80
212200291	AMAZON CAPITAL SERVICES	16DQ-KCCD-7PYL	08/27/2021	94.95
212200291	AMAZON CAPITAL SERVICES	1T3H-DXY3-T6LF	08/27/2021	109.41
212200291	AMAZON CAPITAL SERVICES	149L-H79F-43MT	08/27/2021	110.82
212200291	AMAZON CAPITAL SERVICES	1RGR-CD4Y-PXWR	08/27/2021	115.97
212200291	AMAZON CAPITAL SERVICES	1CQ3-VWG4-4JPV	08/27/2021	117.25
212200291	AMAZON CAPITAL SERVICES	1KG7-JGDL-PLCR	08/27/2021	119.23
212200291	AMAZON CAPITAL SERVICES	1TL3-R1JG-9GN6	08/27/2021	129.16
212200291	AMAZON CAPITAL SERVICES	13DM-37FQ-CJ19	08/27/2021	136.76
212200291	AMAZON CAPITAL SERVICES	191N-CWCV-6PWR	08/27/2021	138.75
212200291	AMAZON CAPITAL SERVICES	1D99-V967-FJ1N	08/27/2021	148.55
212200291	AMAZON CAPITAL SERVICES	1TVY-WYQ6-XJKV	08/27/2021	155.06
212200291	AMAZON CAPITAL SERVICES	11PR-4LVG-HM1P	08/27/2021	155.48
212200291	AMAZON CAPITAL SERVICES	1QHR-XCTH-4KX1	08/27/2021	196.45
212200291	AMAZON CAPITAL SERVICES	1HWT-YLNW-H4HM	08/27/2021	200.61

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212200291	AMAZON CAPITAL SERVICES	141W-WW4G-7HTJ	08/27/2021	239.91
212200291	AMAZON CAPITAL SERVICES	1TQ7-7XML-RDCC	08/27/2021	254.79
212200291	AMAZON CAPITAL SERVICES	1KY4-W9QY-WDVC	08/27/2021	279.93
212200291	AMAZON CAPITAL SERVICES	11PR-4LVG-KYMW	08/27/2021	285.97
212200291	AMAZON CAPITAL SERVICES	1YQR-FKXN-K3TJ	08/27/2021	296.30
212200291	AMAZON CAPITAL SERVICES	1K7W-ML76-GWLF	08/27/2021	307.96
212200291	AMAZON CAPITAL SERVICES	11R3-PCVL-9LJP	08/27/2021	417.25
212200291	AMAZON CAPITAL SERVICES	1TL3-R1JG-1GYW	08/27/2021	439.46
212200291	AMAZON CAPITAL SERVICES	17NN-396X-QLN7	08/27/2021	442.10
212200291	AMAZON CAPITAL SERVICES	1KWC-LH4R-GY39	08/27/2021	511.74
212200292	ASSOCIATED TRUST COMPANY	200750	08/27/2021	475.00
212200293	BASSETT MECHANICAL, INC.	6061066	08/27/2021	2,126.64
212200294	BAUDHUIN, LATICIA	JUL2021 MILEAGEa	08/27/2021	12.88
212200294	BAUDHUIN, LATICIA	JUL2021 MILEAGE	08/27/2021	27.38
212200295	BECKER, LISA	AUG2021 ITEM	08/27/2021	87.93
212200296	BEHRENS, MICHAEL	WOR08192021	08/27/2021	30.00
212200297	BELANGER, SCOTT	REF 08202021-7	08/27/2021	55.00
212200297	BELANGER, SCOTT	REF08132021	08/27/2021	90.00
212200298	BERNDT, DARYL	WOR08132021	08/27/2021	30.00
212200299	BIZJAK, CHRISTOPHER	REF08202021	08/27/2021	90.00
212200300	BORIS, JASON	REF08192021	08/27/2021	90.00
212200301	BOSMAN, TOM	WOR08132021	08/27/2021	30.00
212200302	BUCHBERGER, LARRY	REF08202021 - 5	08/27/2021	55.00
212200302	BUCHBERGER, LARRY	REF08132021	08/27/2021	90.00
212200303	CHANEY, STEVEN	REF08132021	08/27/2021	90.00
212200304	CORNISH, SUSAN	JUL2021 ITEM	08/27/2021	179.77
212200305	CZECH, JON	REF08192021	08/27/2021	90.00
212200306	DISCOVERY EDUCATION, INC	CINV-023265	08/27/2021	3,811.20
212200306	DISCOVERY EDUCATION, INC	CINV-023408	08/27/2021	3,900.00
212200306	DISCOVERY EDUCATION, INC	CINV-023264	08/27/2021	27,663.12
212200307	E3 DIAGNOSTICS	1484508	08/27/2021	640.00
212200308	FIRST SUPPLY LLC	114281-00	08/27/2021	34.73
212200309	FRANCE PROPANE SERVICE	301427	08/27/2021	76.51
212200310	GERING, JOHN	REF08132021	08/27/2021	90.00
212200311	GRAINGER INC, WW	9016954738	08/27/2021	36.12
212200311	GRAINGER INC, WW	9023927511	08/27/2021	150.00
212200311	GRAINGER INC, WW	9028239771	08/27/2021	301.32
212200311	GRAINGER INC, WW	9017155293	08/27/2021	476.36
212200312	GREAT MINDS PBC	INV077858	08/27/2021	10,087.35
212200312	GREAT MINDS PBC	INV078853	08/27/2021	28,222.49
212200312	GREAT MINDS PBC	INV079523	08/27/2021	50,761.44
212200313	GROSSKLAUS, THOMAS	WOR08132021	08/27/2021	30.00
212200314	HABECK, MIKE	WOR08192021	08/27/2021	30.00
212200315	HANSEN, RICHARD	REF08192021	08/27/2021	90.00
212200316	HEID MUSIC COMPANY, INC.-APPLETON	2845517	08/27/2021	91.95
212200317	HURT, RYAN	WOR08192021	08/27/2021	35.00
212200318	INDUSTRIAL REVOLUTION, LLC.	08232021	08/27/2021	480.00
212200319	J.W. PEPPER & SON	363471930	08/27/2021	60.00

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212200319	J.W. PEPPER & SON	363471534	08/27/2021	250.00
212200320	JAGODZINSKI, JENNIFER	AUG2021 ITEM	08/27/2021	175.78
212200321	KENITZER, DICK	WOR08192021	08/27/2021	35.00
212200322	KOY, GARY	REF08132021	08/27/2021	90.00
212200323	KRAUTKRAMER, ANDY	REF 08202021-1	08/27/2021	55.00
212200323	KRAUTKRAMER, ANDY	REF08132021	08/27/2021	90.00
212200324	KRENTZ, SARAH	AUG2021 ITEM	08/27/2021	125.00
212200325	LANGBEHN, DAVID	REF 08202021 -4	08/27/2021	55.00
212200326	LEHMAN, GINA	AUG2021 ITEM	08/27/2021	101.80
212200327	LORGE, ERIC	WOR08192021	08/27/2021	35.00
212200327	LORGE, ERIC	REF08202021	08/27/2021	90.00
212200327	LORGE, ERIC	REF08212021	08/27/2021	90.00
212200328	LUETSCHWAGER, REANEE	JUL2021 CONF	08/27/2021	369.00
212200329	MADISON NATL LIFE INS CO	SEPT 2021	08/27/2021	16,098.26
212200330	MARATHON PEST CONTROL	41957	08/27/2021	28.00
212200331	MATHIES, MICHAEL	REF08202021 -6	08/27/2021	55.00
212200331	MATHIES, MICHAEL	REF08132021	08/27/2021	90.00
212200332	MURPHY, PATRICK	REF08202021	08/27/2021	90.00
212200332	MURPHY, PATRICK	REF08212021	08/27/2021	90.00
212200333	NASSCO INC - CUSTODIAL	6033792	08/27/2021	229.56
212200333	NASSCO INC - CUSTODIAL	6027438	08/27/2021	635.10
212200333	NASSCO INC - CUSTODIAL	6032016	08/27/2021	741.82
212200333	NASSCO INC - CUSTODIAL	6032655	08/27/2021	1,734.69
212200333	NASSCO INC - CUSTODIAL	6036283	08/27/2021	2,224.14
212200334	NCS PEARSON INC	14843690	08/27/2021	657.72
212200335	NORTHCENTRAL TECH COLLEGE	0580	08/27/2021	1,517.55
212200335	NORTHCENTRAL TECH COLLEGE	MSC-006194	08/27/2021	5,000.00
212200336	PER MAR SECURITY SERVICES, INC.	2569704	08/27/2021	3,500.82
212200337	PHILLIPS, STEPHANIE	PHILLIPS82021	08/27/2021	25.00
212200337	PHILLIPS, STEPHANIE	PHILLIPS82021-2	08/27/2021	62.50
212200338	PISCA, SARAH	PISCA81621	08/27/2021	192.00
212200339	PREGONT, DANIEL	WOR08192021	08/27/2021	35.00
212200340	REALLY GOOD STUFF, LLC	7646627	08/27/2021	43.94
212200341	ROTO-GRAPHIC PRINTING INC	2380-21	08/27/2021	405.03
212200341	ROTO-GRAPHIC PRINTING INC	2379-21	08/27/2021	2,165.00
212200342	SALTER, MICHAEL	WOR08132021	08/27/2021	30.00
212200343	SCHILLING, BRYAN	REF08202021-2	08/27/2021	55.00
212200344	SCHMITZ, KURTIS	WOR08192021	08/27/2021	35.00
212200345	SCHOOL SPECIALTY, LLC.	208127738682	08/27/2021	52.83
212200345	SCHOOL SPECIALTY, LLC.	208128197833	08/27/2021	102.53
212200346	SCHWAN, MARTIN	WOR08132021	08/27/2021	30.00
212200346	SCHWAN, MARTIN	WOR08192021	08/27/2021	30.00
212200347	SEKEL, AMY	WOR08192021	08/27/2021	35.00
212200348	SIERAKOWSKI, CHAD	WOR08192021	08/27/2021	30.00
212200349	SPETS, MATTHEW	AUG2021 FOOD	08/27/2021	125.23
212200350	STRANG PATTESON RENNING LEWIS & LACY S.C.	1005265	08/27/2021	667.00
212200351	STV ADVISORS, INC.-STOP THE VANILLA	3922	08/27/2021	2,700.00
212200352	SUN PRINTING INC	122395	08/27/2021	201.00

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212200352	SUN PRINTING INC	122213	08/27/2021	1,082.00
212200353	SWENO, JARED	REF08132021	08/27/2021	90.00
212200354	TARRAS, STEPHEN	REF082021 - 8	08/27/2021	55.00
212200354	TARRAS, STEPHEN	REF08132021	08/27/2021	90.00
212200355	TILTON SR., CHRISTOPHER	REF08132021	08/27/2021	90.00
212200356	TSA CONSULTING GROUP, INC.	69697	08/27/2021	283.88
212200357	VANG, YING	AUG2021 FOOD	08/27/2021	191.04
212200358	VIKING ELECTRIC SUPPLY	S004984804.001	08/27/2021	26.88
212200358	VIKING ELECTRIC SUPPLY	S004988262.001	08/27/2021	30.62
212200358	VIKING ELECTRIC SUPPLY	S004995494.001	08/27/2021	39.15
212200358	VIKING ELECTRIC SUPPLY	S005001868.001	08/27/2021	47.70
212200358	VIKING ELECTRIC SUPPLY	S004975283.001	08/27/2021	73.60
212200358	VIKING ELECTRIC SUPPLY	V35301	08/27/2021	87.90
212200358	VIKING ELECTRIC SUPPLY	S004993327.002	08/27/2021	117.45
212200358	VIKING ELECTRIC SUPPLY	S004988262.002	08/27/2021	156.60
212200358	VIKING ELECTRIC SUPPLY	S005007994.002	08/27/2021	311.14
212200358	VIKING ELECTRIC SUPPLY	S004993327.001	08/27/2021	345.62
212200359	WASB-WI ASSN OF SCHL BOARDS	24589	08/27/2021	55.00
212200360	WELCH, TIM	REF08192021	08/27/2021	90.00
212200361	WIDEMAN, TODD	REF08192021	08/27/2021	90.00
212200371	AMAZON CAPITAL SERVICES	16GG-G3TV-JT7J short	09/03/2021	6.00
212200371	AMAZON CAPITAL SERVICES	1Q9F-TVL1-RND9	09/03/2021	8.32
212200371	AMAZON CAPITAL SERVICES	1FK9-KJ9X-HHRT	09/03/2021	9.99
212200371	AMAZON CAPITAL SERVICES	1RPG-XKDT-FLLH	09/03/2021	14.99
212200371	AMAZON CAPITAL SERVICES	17W1-YT6W-JXDR	09/03/2021	15.99
212200371	AMAZON CAPITAL SERVICES	1P4J-7F1H-9XDQ	09/03/2021	17.99
212200371	AMAZON CAPITAL SERVICES	17VD-YRTF-D6RX	09/03/2021	25.18
212200371	AMAZON CAPITAL SERVICES	1TMJ-XFGR-J3NM	09/03/2021	29.15
212200371	AMAZON CAPITAL SERVICES	174K-TV7K-9LG7	09/03/2021	39.56
212200371	AMAZON CAPITAL SERVICES	17WF-J31D-Q3LV	09/03/2021	44.82
212200371	AMAZON CAPITAL SERVICES	1XKJ-R34H-43RP	09/03/2021	49.86
212200371	AMAZON CAPITAL SERVICES	1FX3-Q7TX-QYGH	09/03/2021	58.04
212200371	AMAZON CAPITAL SERVICES	17W1-YT6W-DRLQ	09/03/2021	71.94
212200371	AMAZON CAPITAL SERVICES	1XXV-6RWP-H7YY	09/03/2021	74.99
212200371	AMAZON CAPITAL SERVICES	1GH1-XL3M-DGT6	09/03/2021	79.38
212200371	AMAZON CAPITAL SERVICES	1FNN-QHYF-1VV3	09/03/2021	79.91
212200371	AMAZON CAPITAL SERVICES	1VNP-P43V-46WR	09/03/2021	86.00
212200371	AMAZON CAPITAL SERVICES	1337-9GW3-HTJL	09/03/2021	89.96
212200371	AMAZON CAPITAL SERVICES	1YKT-WGH4-7DLG	09/03/2021	94.65
212200371	AMAZON CAPITAL SERVICES	1HLW-P9RQ-361L	09/03/2021	99.95
212200371	AMAZON CAPITAL SERVICES	1CWV-K9HG-7GJ3	09/03/2021	109.98
212200371	AMAZON CAPITAL SERVICES	1MK1-JNGT-KVGP	09/03/2021	129.00
212200371	AMAZON CAPITAL SERVICES	1F96-97YC-6DQF	09/03/2021	130.20
212200371	AMAZON CAPITAL SERVICES	16QD-JY7F-CHXT	09/03/2021	159.67
212200371	AMAZON CAPITAL SERVICES	174K-TV7K-3P6W	09/03/2021	195.15
212200371	AMAZON CAPITAL SERVICES	14GH-H7ML-HY9T	09/03/2021	272.41
212200371	AMAZON CAPITAL SERVICES	1D67-TPNR-7JL3	09/03/2021	291.69
212200372	AMMON, CHRISTIAN	AUG2021 ITEM	09/03/2021	71.96

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212200373	ARMBRUSTER, MICHAEL	REF08262021	09/03/2021	90.00
212200374	ASSETWORKS RISK MANAGEMENT, INC.	2570	09/03/2021	450.00
212200375	AUSMAN, JOSEPH	REF08262021	09/03/2021	90.00
212200376	BAINER, HARALD JR	REF08262021	09/03/2021	90.00
212200377	BEHRENS, DANIEL	WOR08262021	09/03/2021	30.00
212200378	BEHRENS, MICHAEL	WOR08262021	09/03/2021	30.00
212200379	BROWN, TRAVIS	REF08262021	09/03/2021	90.00
212200380	COMPLETE OFFICE OF WISCONSIN	207246	09/03/2021	30,236.00
212200381	DOESCHER, LAUREN	AUG2021 ITEM	09/03/2021	61.97
212200382	FIRST SUPPLY LLC	113907-00	09/03/2021	-88.56
212200382	FIRST SUPPLY LLC	114645-00	09/03/2021	10.00
212200382	FIRST SUPPLY LLC	114286-00	09/03/2021	16.96
212200382	FIRST SUPPLY LLC	114636-00	09/03/2021	23.42
212200382	FIRST SUPPLY LLC	114481-00	09/03/2021	34.59
212200382	FIRST SUPPLY LLC	114447-00	09/03/2021	40.87
212200382	FIRST SUPPLY LLC	114588-00	09/03/2021	70.80
212200382	FIRST SUPPLY LLC	114477-01	09/03/2021	107.19
212200382	FIRST SUPPLY LLC	114477-00	09/03/2021	115.40
212200382	FIRST SUPPLY LLC	114199-00	09/03/2021	193.31
212200383	FISCHER, CHRIS	REF08262021	09/03/2021	90.00
212200384	FOREMAN, RONALD	SEPT2021	09/03/2021	60.00
212200385	GILMORE, KRISTINE	AUG2021 MILEAGE	09/03/2021	64.23
212200385	GILMORE, KRISTINE	AUG2021 FOOD	09/03/2021	178.51
212200386	GIORDANO, ERIC	REF08262021	09/03/2021	90.00
212200387	HABECK, MIKE	WOR08262021	09/03/2021	30.00
212200388	HEID MUSIC COMPANY, INC.-APPLETON	2852723	09/03/2021	1,926.86
212200389	HELLER, CHRISTOPHER	AUG2021 ITEM	09/03/2021	31.96
212200390	HOHL, RICHARD	REF08262021	09/03/2021	90.00
212200391	HURT, RYAN	WOR08262021	09/03/2021	35.00
212200392	J.W. PEPPER & SON	363488504	09/03/2021	65.00
212200392	J.W. PEPPER & SON	363480256	09/03/2021	98.00
212200393	JAGLINSKI, PETER	WOR08262021	09/03/2021	35.00
212200394	KENITZER, DICK	WOR08262021	09/03/2021	35.00
212200395	LOR, TRUE	REF08262021	09/03/2021	55.00
212200396	LORGE, ERIC	REF08262021	09/03/2021	55.00
212200397	LORGE, SARAH	AUG2021 MILEAGE	09/03/2021	76.38
212200398	MANION, LORI	SEPT2021	09/03/2021	60.00
212200399	MARCUM, CHESTER	REF08262021	09/03/2021	90.00
212200400	MATSCHKE, RANDY	REF08262021	09/03/2021	90.00
212200401	MEFFERD, RIANA	AUG2021 MILEAGE	09/03/2021	9.97
212200402	MERZ, SARAH	AUG2021 ITEM	09/03/2021	205.63
212200403	MID WISCONSIN BEVERAGE	2787545	09/03/2021	116.00
212200403	MID WISCONSIN BEVERAGE	2787546	09/03/2021	420.74
212200404	MILLER, REBECCA	AUG2021 ITEM	09/03/2021	11.99
212200405	N2Y	INV-1037014	09/03/2021	3,872.52
212200406	NASSCO INC - CUSTODIAL	6037446	09/03/2021	499.74
212200407	NCS PEARSON INC	15194228	09/03/2021	1,300.00
212200408	NIEVINSKI, PETER	REF08262021	09/03/2021	90.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(08/10/2021-09/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212200409	OFFICE ENTERPRISES INC	493300	09/03/2021	184.00
212200409	OFFICE ENTERPRISES INC	491606	09/03/2021	675.00
212200410	PER MAR SECURITY SERVICES, INC.	2588711	09/03/2021	2,080.37
212200411	PLACE, AMY	AUG2021 CONF	09/03/2021	52.99
212200412	PREGONT, DANIEL	WOR08262021	09/03/2021	35.00
212200413	RENNIE, DALLAS	AUG2021 FOOD	09/03/2021	133.09
212200414	RENZELMANN, CHRISTOPHER	REF08262021	09/03/2021	90.00
212200415	RIB MOUNTAIN GLASS INC	75627	09/03/2021	348.80
212200416	RIEMER, AARON	AUG2021 ITEM	09/03/2021	125.00
212200417	SCHMITZ, KURTIS	WOR08262021	09/03/2021	35.00
212200418	SEKEL, AMY	WOR08262021	09/03/2021	35.00
212200419	SIERAKOWSKI, CHAD	WOR08262021	09/03/2021	30.00
212200420	STASHEK, JACQUELINE	AUG2021 CONF	09/03/2021	151.81
212200421	STROIK, JASON	REF08262021	09/03/2021	90.00
212200422	SUN PRINTING INC	123010	09/03/2021	100.00
212200423	TIENOR, JENNA	JUL2021 MILEAGE	09/03/2021	21.22
212200424	TIERNEY BROTHERS, INC.	851569	09/03/2021	4,455.00
212200425	VANSLYKE, KENDRA	AUG2021 ITEM	09/03/2021	440.51
212200426	VIKING ELECTRIC SUPPLY	S005022691.001	09/03/2021	145.46
212200427	VLIETSTRA, ALISON	AUG2021 MILEAGE	09/03/2021	25.26
212200428	WEINKAUF, TONI	WEINKAUF82521	09/03/2021	856.00
212200429	WENDOLEK, JOSEPH	REF08262021	09/03/2021	90.00
212200430	ZIEGELBAUER, KELLY	AUG2021 ITEM	09/03/2021	291.25
212200431	ZIEGELBAUER, LORA	AUG2021 ITEM	09/03/2021	219.58
				1,601,946.11

**DC EVEREST AREA SCHOOL DISTRICT
49 FUND BOARD CHECK REGISTER
(08/10/2021-09/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
4900484	MOBILE WAREHOUSE, LLC	24993	8/13/21	270.00
4900484	MOBILE WAREHOUSE, LLC	24992	8/13/21	342.00
4900484	MOBILE WAREHOUSE, LLC	24991	8/13/21	613.00
4900484	MOBILE WAREHOUSE, LLC	24990	8/13/21	100.00
4900484	MOBILE WAREHOUSE, LLC	24989	8/13/21	300.00
4900485	SOMERVILLE ARCHITECTS	37157	8/13/21	4,790.25
4900486	AIR QUALITY CONTROL, LLC	BP12 PA4 JUL REF MS	8/27/21	19,095.00
4900487	B & P MECHANICAL, INC.	BP6 PA14 JUL REF WE	8/27/21	62,256.39
4900487	B & P MECHANICAL, INC.	BP11 PA3 JUL REF HAT	8/27/21	138,050.20
4900488	B-WAY FLOORS AND MORE, LLC.	1083 Z49FUND	8/27/21	9,047.00
4900489	EGI MECHANICAL, INC	BP8 PA8 JUL REF EV	8/27/21	10,687.50
4900489	EGI MECHANICAL, INC	BP9 PA10 JUL REF RIV	8/27/21	134,056.40
4900490	ELLIS CONSTRUCTION	BP9 PA11 JUL REF RIV	8/27/21	209,354.54
4900491	GREENFIRE MANAGEMENT SERVICES, LLC	BP12 PA5 JUL REF MS	8/27/21	82,626.25
4900492	H.J. MARTIN AND SON, INC	BP7 PA12 JUL REF SH	8/27/21	28,153.25
4900493	HOOPER CORPORATION	BP9 PA9 JUL REF RIV	8/27/21	3,420.00
4900494	PIEPER ELECTRIC, INC.	BP9 PA9 JUL REF RIV	8/27/21	25,175.00
4900494	PIEPER ELECTRIC, INC.	BP9 PA10 JUL REF RIV	8/27/21	4,641.70
4900494	PIEPER ELECTRIC, INC.	BP11 PA4 JUL REF HAT	8/27/21	17,100.00
4900495	SCHERRER CONSTRUCTION CO. INC.	BP8 PA10 JUL REF EV	8/27/21	208,822.55
4900496	THE BOLDT COMPANY	BP11 PA1 JUL REF HAT	8/27/21	79,341.97
4900497	TWEET/GAROT MECHANICAL INC	BP11 PA1 JUL REF HAT	8/27/21	88,491.11
4900498	BASEMAN FLOORS INC	979283B	9/3/21	19,010.43
4900499	GREENFIRE MANAGEMENT SERVICES, LLC	11383	9/3/21	3,200.00
4900500	KNUDSON SHEET METAL INC	80792	9/3/21	1,236.30
4900501	MOBILE WAREHOUSE, LLC	25093	9/3/21	148.00
4900501	MOBILE WAREHOUSE, LLC	25092	9/3/21	513.00
4900501	MOBILE WAREHOUSE, LLC	25094	9/3/21	520.70
4900502	TITO INC	13627	9/3/21	3,015.00
212200287	MAVO SYSTEMS, LLC	7951	8/13/21	18,000.55
212200362	FORE-FRONT MECHANICAL, INC.	BP7 PA16 JUL REF SH	8/27/21	53,984.70
212200363	MAVO SYSTEMS, LLC	BP7PA7437 JUL REF SH	8/27/21	8,056.28
212200363	MAVO SYSTEMS, LLC	BP8PA7842 JUL REF EV	8/27/21	21,430.57
212200363	MAVO SYSTEMS, LLC	BP9PA7832 JUL REF RI	8/27/21	10,201.66
212200363	MAVO SYSTEMS, LLC	BP11PA7833 JUL REF H	8/27/21	646.77
212200364	NEXUS SOLUTIONS, LLC	1284 JUL RLE HAT	8/27/21	5,690.27
212200364	NEXUS SOLUTIONS, LLC	1284 JUL RLE EV	8/27/21	82,054.27
212200364	NEXUS SOLUTIONS, LLC	1284 JUL RLE RIV	8/27/21	50,603.93
212200364	NEXUS SOLUTIONS, LLC	1284 JUL RLE WE	8/27/21	31,034.37
212200364	NEXUS SOLUTIONS, LLC	1284 JUL RLE MS	8/27/21	26,518.93
212200364	NEXUS SOLUTIONS, LLC	1284 JUL RLE SH	8/27/21	24,372.66
212200364	NEXUS SOLUTIONS, LLC	1285 JUL REF HAT	8/27/21	14,379.45

DC EVEREST AREA SCHOOL DISTRICT
49 FUND BOARD CHECK REGISTER
(08/10/2021-09/07/2021)

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212200364	NEXUS SOLUTIONS, LLC	1285 JUL REF EV	8/27/21	28,498.12
212200364	NEXUS SOLUTIONS, LLC	1285 JUL REF RIV	8/27/21	29,457.48
212200364	NEXUS SOLUTIONS, LLC	1285 JUL REF WE	8/27/21	45,759.50
212200364	NEXUS SOLUTIONS, LLC	1285 JUL REF MS	8/27/21	23,806.65
212200364	NEXUS SOLUTIONS, LLC	1285 JUL REF SH	8/27/21	40,537.25
212200365	QUALITY ROOFING INC	BP12 PA1 JUL REF MS	8/27/21	56,805.30
212200366	STAINLESS SPECIALISTS INC	BP12 PA2 JUL REF MS	8/27/21	26,007.20
212200367	TOTAL ELECTRIC, INC.	BP8 PA15 JUL REF EV	8/27/21	70,500.00
212200367	TOTAL ELECTRIC, INC.	BP12 PA4 JUL REF MS	8/27/21	16,150.00
212200368	VAN ERT ELECTRIC COMPANY INC.	BP6 PA15 JUL REF WE	8/27/21	2,259.10
212200368	VAN ERT ELECTRIC COMPANY INC.	BP7 PA9 JUL REF SH	8/27/21	45,564.85
212200369	C.D. SMITH CONSTRUCTION, INC.	190292-9-12	9/3/21	66,927.00
212200370	VAN ERT ELECTRIC COMPANY INC.	55838	9/3/21	10,218.75

1,963,843.15

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(08/09/2021-08/20/2021)**

Tran Date	Where Used	District Card Name	Amount
08/09/2021	Kwik Trip 35600003566, Weston, WI, 54476-0000, US	JABLONSKI, JAMIE A	7.99
08/09/2021	Kwik Trip 78700007872, Weston, WI, 54476, US	JAKUBEK, JACQUE	19.96
08/09/2021	Amzn Mktp US 2p4sk02h0, Amzn.Com/Bill, WA, 98109, US	MULLALEY, JESSICA	34.95
08/09/2021	France Propane Service, Schofield, WI, 54476, US	JABLONSKI, JASON	35.49
08/09/2021	Carmelos Restaurant, Wausau, WI, 54401, US	SUCKOW4, ELLEN	50.00
08/09/2021	Nueskes At Gullivers L, Wausau, WI, 54401, US	SUCKOW4, ELLEN	50.00
08/09/2021	Amzn Mktp US 2p6297re1, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	92.09
08/09/2021	Weston Pizza Ranch, Weston, WI, 54476, US	SABEY, RENA	107.90
08/09/2021	Learning Without Tears, 3012632700, MD, 20818, US	JABLONSKI, JAMIE A	203.23
08/09/2021	Sp Work & Family Con, De Pere, WI, 54115, US	JAKUBEK, JACQUE	307.80
08/09/2021	Les Mills US Trading, 6308285949, IL, 21236, US	MULL, AARON	529.00
08/09/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	809.72
08/10/2021	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	9.93
08/10/2021	Amazon.Com 2p8898uv0, Amzn.Com/Bill, WA, 98109, US	MULLALEY, JESSICA	29.14
08/10/2021	Amzn Mktp US 2p0t71bm2, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	61.99
08/10/2021	Sherwin Williams 70349, Schofield, WI, 54476, US	JABLONSKI, JASON	70.36
08/10/2021	Bestbuycom806480845216, 888bestbuy, MN, 55423, US	RAVEY, TRACY	223.99
08/10/2021	Kellymahler, 7174685446, PA, 17033, US	JABLONSKI, JAMIE A	326.00
08/10/2021	Bestbuycom806480727283, 888bestbuy, MN, 55423, US	RAVEY, TRACY	1,199.97
08/11/2021	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	SUCHOMSKI, JOHN	369.42
08/11/2021	Amzn Mktp US 2d74u5l11, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	5.99
08/11/2021	Name-Cheap.Com, Phoenix, AZ, 85034, US	RAVEY, TRACY	13.16
08/11/2021	Amzn Mktp US 2d5m24zg1, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	24.78
08/11/2021	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	44.99
08/11/2021	Jones & Bartlett Learn, 8008320034, MA, 01803, US	BRAUNEL, CRAIG	68.52
08/11/2021	Amzn Mktp US 2p71f2q52, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	730.80
08/11/2021	Samsclub #6535, Wausau, WI, 54401, US	TRIMNER, SARAH	29.94
08/11/2021	Laminator.Com, 8007138879, IL, 60045, US	SEEHAFER, DAWN	30.44
08/11/2021	Wm Supercenter #2127, Wausau, WI, 54401, US	TRIMNER, SARAH	49.98
08/11/2021	Wal-Mart #2127, Wausau, WI, 54401, US	TRIMNER, SARAH	598.20
08/12/2021	Lee S Famous Recipe Ch, Wausau, WI, 54403, US	SEEHAFER, DAWN	558.35
08/12/2021	Target 00003640, Schofield, WI, 54476, US	WELLER, JULIE	6.29
08/12/2021	The Webstaurant Store, 717-392-7472, PA, 17602, US	MULLALEY, JESSICA	37.15
08/12/2021	Carolina Biologic Supp, 8003345551, NC, 27215, US	FRISCH, TAMMY	38.64
08/12/2021	American Red Cross, 800-733-2767, DC, 20006, US	WEGGE, KAREN A	45.00
08/12/2021	American Red Cross, 800-733-2767, DC, 20006, US	WEGGE, KAREN A	45.00
08/12/2021	The Osthoff Resort, Elkhart Lake, WI, 53020, US	SPETS, MATT	132.00
08/12/2021	The Osthoff Resort, Elkhart Lake, WI, 53020, US	SPETS, MATT	132.00
08/12/2021	Cdw Govt #j128882, 800-808-4239, IL, 60061, US	RAVEY, TRACY	221.97
08/12/2021	Fivebelow.Com 18444523, 866-935-8852, PA, 19106, US	JAKUBEK, JACQUE	310.76
08/12/2021	Apperson Inc., Cerritos, CA, 90703, US	DALEY, MICHELLE	436.12
08/12/2021	Brenthaven, 360--7335608, WA, 98225, US	JABLONSKI, JAMIE A	449.55
08/12/2021	Wasbo Foundation, Madison, WI, 53704, US	SPETS, MATT	680.00

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(08/09/2021-08/20/2021)**

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Tran Date	Where Used	District Card Name	Amount
08/13/2021	Napa Parts Schofield, Schofield, WI, 54476, US	SUCHOMSKI, JOHN	3.93
08/13/2021	Southside Tire Schofie, Schofield, WI, 54476, US	SUCHOMSKI, JOHN	36.39
08/13/2021	Weston Hardware, 7153551500, WI, 54476, US	SEKEL, JAMES	-126.59
08/13/2021	Dollar Tree, Schofield, WI, 54476, US	MULLALEY, JESSICA	10.55
08/13/2021	Wm Supercenter #2127, Wausau, WI, 54401, US	RAVEY, TRACY	14.13
08/13/2021	Target 00003640, Schofield, WI, 54476, US	MULLALEY, JESSICA	18.98
08/13/2021	Teachers Discovery, Auburn Hills, MI, 48326, US	DALEY, MICHELLE	21.99
08/13/2021	Dunkin #352546 Q35, Weston, WI, 54476, US	HALL, KIM	26.53
08/13/2021	Sawmill Adventure Park, Rothschild, WI, 54474, US	HALL, KIM	30.00
08/13/2021	Brews Brothers Pub, Schofield, WI, 54476, US	MULLALEY, JESSICA	30.36
08/13/2021	Gopher Sport, 8776997927, MN, 55060, US	JABLONSKI, JAMIE A	33.54
08/13/2021	Officemax/Depot 6367, Wausau, WI, 54401, US	JABLONSKI, JAMIE A	33.74
08/13/2021	The Webstaurant Store, 717-392-7472, PA, 17602, US	MULLALEY, JESSICA	37.14
08/13/2021	Chang Garden, Weston, WI, 54476, US	ANGELONI, FAYE	40.61
08/13/2021	Target 00003640, Schofield, WI, 54476, US	ANGELONI, FAYE	51.22
08/13/2021	Amzn Mktp US 2d3ss6l80, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	53.98
08/13/2021	Chang Garden, Weston, WI, 54476, US	HALL, KIM	69.60
08/13/2021	Samsclub #6535, Wausau, WI, 54401, US	KAMPMANN, KEVIN	87.17
08/13/2021	Target 00003640, Schofield, WI, 54476, US	MULLALEY, JESSICA	102.28
08/13/2021	Solarwinds, 866-530-8100, TX, 78746, US	RAVEY, TRACY	116.00
08/13/2021	Weston Hardware, Weston, WI, 54476, US	SEKEL, JAMES	126.59
08/13/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	144.39
08/13/2021	Southpaw Enterprises I, 9372527676, OH, 45403, US	JABLONSKI, JAMIE A	661.20
08/13/2021	Wildwood Wildlife Park, Minocqua, WI, 54548, US	JAKUBEK, JACQUE	1,699.00
08/16/2021	Weston Hardware, Weston, WI, 54476, US	SUCHOMSKI, JOHN	10.58
08/16/2021	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	SUCHOMSKI, JOHN	205.36
08/16/2021	Pri Primex Wireless, 800-330-1459, WI, 53147, US	HERNING, CODY	244.84
08/16/2021	The Home Depot #4931, Wausau, WI, 544010000, US	SEKEL, JAMES	5.53
08/16/2021	City Of Madison Parkin, Madison, WI, 53715-2059, US	GILMORE, KRISTINE	6.50
08/16/2021	City Of Madison Parkin, Madison, WI, 53715-2059, US	NYE, CASEY	7.00
08/16/2021	Batteries Plus - #0069, Wausau, WI, 54401, US	WEGGE, KAREN A	17.64
08/16/2021	Menards Wausau Wi, Wausau, WI, 54401, US	SEKEL, JAMES	23.98
08/16/2021	Joann Stores #1585, Wausau, WI, 54401, US	JAKUBEK, JACQUE	69.42
08/16/2021	Hbrsubscription, 8009880886, MA, 02135, US	SUCKOW4, ELLEN	99.00
08/16/2021	The Home Depot #4931, Wausau, WI, 544010000, US	SEKEL, JAMES	113.83
08/16/2021	Weston Hardware, Weston, WI, 54476, US	ABEL, SCOT	130.95
08/16/2021	Amazon.Com 2d7798ph1, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	159.99
08/16/2021	Wal-Mart #2127, Wausau, WI, 54401, US	JAKUBEK, JACQUE	163.38
08/16/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	SEEHAFER, DAWN	97.86
08/17/2021	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	HERNING, CODY	356.47
08/17/2021	Target 00003640, Schofield, WI, 54476, US	ANGELONI, FAYE	13.65
08/17/2021	Walmart Grocery, 8009666546, AR, 72716, US	JAKUBEK, JACQUE	47.36
08/17/2021	Joann Stores #1585, Wausau, WI, 54401, US	JAKUBEK, JACQUE	51.95

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(08/09/2021-08/20/2021)**

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Tran Date	Where Used	District Card Name	Amount
08/17/2021	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	72.70
08/17/2021	50-50 Factory Outlet, Schofield, WI, 54476, US	ANGELONI, FAYE	92.72
08/17/2021	Hyt Hy-Tek 2172012, 866-456-5111, TX, 75201, US	SEKEL, JAMES	314.00
08/17/2021	Id Wholesaler, 8003214405, FL, 33169, US	RAVEY, TRACY	1,149.36
08/17/2021	In Sno Sites, 855-5439766, MN, 55425, US	SEEHAFER, DAWN	400.00
08/17/2021	Wave - Rick Frenndt Th, 708-3590806, IL, 60402, US	SEEHAFER, DAWN	650.00
08/18/2021	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	11.56
08/18/2021	Amzn Mktp US 2d43z4qx1, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	26.99
08/18/2021	Amzn Mktp US 2d1yw7z62, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	58.97
08/18/2021	Panera Bread #601700 O, 715-261-2217, WI, 54401, US	KOEPKE, RICHARD	111.81
08/18/2021	Apple.Com/Us, 800-676-2775, CA, 95014, US	RAVEY, TRACY	445.00
08/18/2021	Weston Hardware, Weston, WI, 54476, US	BAUDHUIN, LATICIA	12.64
08/18/2021	Officemax/Depot 6367, Wausau, WI, 54401, US	TRIMNER, SARAH	47.00
08/18/2021	Wal-Mart #2127, Wausau, WI, 54401, US	BAUDHUIN, LATICIA	106.31
08/18/2021	Best Buy 00003996, Wausau, WI, 54401, US	SEEHAFER, DAWN	899.98
08/19/2021	Amzn Mktp US 2d0qu6by0, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	35.39
08/19/2021	The Home Depot #4931, Wausau, WI, 544010000, US	MULLALEY, JESSICA	99.00
08/19/2021	Weston Hardware, Weston, WI, 54476, US	ABEL, SCOT	122.88
08/19/2021	Patron Mexican Restaur, Weston, WI, 54476, US	JAKUBEK, JACQUE	404.10
08/19/2021	Frontier Comm Corp Web, 8009218101, CT, 06851, US	RAVEY, TRACY	2,337.56
08/19/2021	Frontier Comm Corp Web, 8009218101, CT, 06851, US	RAVEY, TRACY	2,365.79
08/19/2021	Best Buy 00003996, Wausau, WI, 54401, US	SEEHAFER, DAWN	-899.98
08/19/2021	Sams Club #6535, Wausau, WI, 54401, US	SEEHAFER, DAWN	42.16
08/19/2021	Sams Club #6535, Wausau, WI, 54401, US	SEEHAFER, DAWN	399.76
08/20/2021	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	HERNING, CODY	61.09
08/20/2021	Bib Background Checks, Huntersville, NC, 28078, US	HALL, KIM	14.00
08/20/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	21.36
08/20/2021	Amzn Mktp US 2d4ml60e2, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	43.22
08/20/2021	Trigs Foods, Wausau, WI, 54401, US	SPETS, MATT	46.02
08/20/2021	Dollar Tree, Schofield, WI, 54476, US	KAMPMANN, KEVIN	91.00
08/20/2021	Happynumbers.Com, Palo Alto, CA, 94306, US	JABLONSKI, JAMIE A	130.50
08/20/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	133.31
08/20/2021	Arbys 7923, Rothschild, WI, 54474, US	SABEY, RENA	165.32
08/20/2021	Amzn Mktp US 2d0m71q10, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	294.49
08/20/2021	Cdw Govt #j541528, 800-808-4239, IL, 60061, US	RAVEY, TRACY	739.90
08/20/2021	Kwik Trip 14000001404, Schofield, WI, 54476, US	BAUDHUIN, LATICIA	61.80
			25,484.29

Fd T Loc		Obj Func		Prj DeptJob		Account Level		Beginning	2021-22	2021-22	Ending	
						Description		Balance	FYTD Debits	FYTD Credits	Balance	
10	A	000	000	711000	000	000	GENERAL FUND/CL	Cash	-3,435,129.26	22,774,829.16	20,729,989.15	-1,390,289.25
10	A	000	000	711100	000	000	GENERAL FUND/PA	Payroll Cash Clearance Account	0.00	7,181,543.55	7,181,543.55	0.00
10	A	000	000	711105	000	000	GENERAL FUND/A/	A/P ACH Cash Clearing Account	0.00	0.00	0.00	0.00
10	A	000	000	711200	000	000	GENERAL FUND/PE	PETTY CASH	980.00	0.00	0.00	980.00
10	A	000	000	712000	000	000	GENERAL FUND/IN	INVESTMENTS	15,912,308.09	9,024,482.72	19,002,709.89	5,934,080.92
10	A	000	000	712999	000	000	GENERAL FUND/WI	WISC INVESTMENT ACCOUNT, PMA	500,045.52	12.71	0.00	500,058.23
10	A	000	000	713100	000	000	GENERAL FUND/TA	TAXES RECEIVABLE	7,071,831.85	0.00	7,071,831.84	0.01
10	A	000	000	713200	000	000	GENERAL FUND/AC	ACCOUNTS RECEIVABLE	1,116.83	0.00	1,116.83	0.00
10	A	000	000	713207	000	000	GENERAL FUND/SC	SCOREBOARDS RECEIVABLE	0.00	0.00	0.00	0.00
10	A	000	000	713210	000	000	GENERAL FUND/TR	TRACK RENOVATION PROJECT	0.00	0.00	0.00	0.00
10	A	000	000	714100	000	000	GENERAL FUND/DU	Due From Other Funds	0.00	0.00	0.00	0.00
10	A	000	000	715100	000	000	GENERAL FUND/DU	DUE FROM LOCAL GOVERNMENTS	0.00	0.00	0.00	0.00
10	A	000	000	715200	000	000	GENERAL FUND/OT	OTHER WI DISTRICTS	17,171.88	0.00	17,171.88	0.00
10	A	000	000	715500	000	000	GENERAL FUND/DU	DUE FROM STATE GOVERNMENT	822,444.21	0.00	822,444.21	0.00
10	A	000	000	715600	000	000	GENERAL FUND/DU	DUE FROM FED GOVERNMENT	1,235,590.57	0.00	16,100.91	1,219,489.66
10	A	000	000	716000	000	000	GENERAL FUND/IN	INVENTORY	53,684.08	0.00	53,684.08	0.00
10	A	000	000	717000	000	000	GENERAL FUND/PR	PREPAID EXPENSE	161,953.85	8,035.51	111,281.60	58,707.76
10	A	000	000	717001	000	000	GENERAL FUND/PR	PREPAID EXPENSE	0.00	0.00	0.00	0.00
10	A	000	000	751000	000	000	GENERAL FUND/FI	FIXED ASSETS-SITES	0.00	0.00	0.00	0.00
10	A	000	000	753000	000	000	GENERAL FUND/FI	FIXED ASSETS-BUILDINGS	0.00	0.00	0.00	0.00
10	A	000	000	754000	000	000	GENERAL FUND/FI	FIXED ASSETS-EQUIPMENT	0.00	0.00	0.00	0.00
10	A	000	000	754100	000	000	GENERAL FUND/EQ	FIXED ASSETS-ACCUM DEPRECIATN	0.00	0.00	0.00	0.00
10	L	000	000	000000	000	000	GENERAL FUND/N/		0.00	0.00	0.00	0.00
10	L	000	000	811100	000	000	GENERAL FUND/TE	TEMPORARY NOTES PAYABLE	0.00	0.00	0.00	0.00
10	L	000	000	811200	000	000	GENERAL FUND/AC	ACCOUNTS PAYABLE	-820,391.69	5,132,761.89	4,321,835.20	-9,465.00
10	L	000	000	811555	000	000	GENERAL FUND/AP	AP P-CARD	0.00	0.00	0.00	0.00
10	L	000	000	811558	000	000	GENERAL FUND/AP	AP STAPLES	0.00	0.00	0.00	0.00
10	L	000	000	811610	000	000	GENERAL FUND/ME	MEDICARE TAX	-53,654.16	317,681.86	264,027.70	0.00
10	L	000	000	811611	000	000	GENERAL FUND/FI	SOCIAL SECURITY TAX	-229,415.26	1,358,353.20	1,128,937.94	0.00
10	L	000	000	811612	000	000	GENERAL FUND/FE	FEDERAL INCOME TAX	0.00	668,962.13	668,962.13	0.00
10	L	000	000	811613	000	000	GENERAL FUND/ST	STATE INCOME TAX	-84,371.23	445,775.69	361,404.46	0.00
10	L	000	000	811620	000	000	GENERAL FUND/RE	RETIREMENT DEDUCTION	-718,512.05	1,421,973.17	1,082,573.94	-379,112.82
10	L	000	000	811622	000	000	GENERAL FUND/HD	HDHP - 4K / 8K	0.00	0.00	0.00	0.00
10	L	000	000	811624	000	000	GENERAL FUND/HD	HDHP - 40 PLAN	0.00	0.00	0.00	0.00
10	L	000	000	811626	000	000	GENERAL FUND/HS	HSA - EMPLOYEE DEDUCTIONS	0.00	0.00	0.00	0.00
10	L	000	000	811628	000	000	GENERAL FUND/HS	HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
10	L	000	000	811630	000	000	GENERAL FUND/DE	DENTAL - PPO CONTRIBUTIONS	0.00	0.00	0.00	0.00
10	L	000	000	811631	000	000	GENERAL FUND/HE	HEALTH INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10	L	000	000	811632	000	000	GENERAL FUND/DE	DENTAL INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10	L	000	000	811633	000	000	GENERAL FUND/DI	DISABILITY INS DEDUCTION	-10,241.42	35,945.54	26,525.82	-821.70

Fd T Loc		Obj Func		Prj DeptJob		Account Level		Beginning	2021-22	2021-22	Ending		
Fd T Loc		Obj Func		Prj DeptJob		Description		Balance	FYTD Debits	FYTD Credits	Balance		
10	L	000	000	811634	000	000	000	GENERAL FUND/SP	SPOUSE/DEP'T LIFE INSURANCE	-1,997.45	2,164.79	2,209.94	-2,042.60
10	L	000	000	811635	000	000	000	GENERAL FUND/DE	DEPENDENT CARE - CHPT125	-1,817.99	19,184.40	25,526.36	-8,159.95
10	L	000	000	811636	000	000	000	GENERAL FUND/DE	DENTAL-PPO CHAPTER 125	0.00	0.00	0.00	0.00
10	L	000	000	811637	000	000	000	GENERAL FUND/HE	HEALTH-CHAPTER 125	0.00	0.00	0.00	0.00
10	L	000	000	811638	000	000	000	GENERAL FUND/DE	DENTAL-CHAPTER 125	0.00	0.00	0.00	0.00
10	L	000	000	811639	000	000	000	GENERAL FUND/AD	ADDITIONAL LIFE INSURANCE	-877.43	17,725.12	19,298.98	-2,451.29
10	L	000	000	811640	000	000	000	GENERAL FUND/UN	UNITED WAY	0.00	3,970.60	3,970.60	0.00
10	L	000	000	811641	000	000	000	GENERAL FUND/OT	OTHER MEDICAL - CHPT 125	0.00	0.00	0.00	0.00
10	L	000	000	811642	000	000	000	GENERAL FUND/EB	EBC - FLEX CLAIMS TAIL	0.00	0.00	0.00	0.00
10	L	000	000	811643	000	000	000	GENERAL FUND/HE	HEALTH INS. - SELF PAY - COBRA	0.00	1,368.76	26,732.35	-25,363.59
10	L	000	000	811644	000	000	000	GENERAL FUND/DE	DENTAL INS. - SELF PAY - COBRA	0.00	0.00	2,787.40	-2,787.40
10	L	000	000	811645	000	000	000	GENERAL FUND/LI	LIFE INS - EMPLOYER CONTRIBUTI	-20,417.77	23,888.00	18,521.06	-15,050.83
10	L	000	000	811647	000	000	000	GENERAL FUND/LI	LIMITED FLEX PLAN-CHAPTER 125	-1,371.07	0.00	0.00	-1,371.07
10	L	000	000	811648	000	000	000	GENERAL FUND/SU	SUPPLEMENTAL LIFE INSURANCE	-2,878.89	8,353.25	9,278.20	-3,803.84
10	L	000	000	811650	000	000	000	GENERAL FUND/UN	UNION DUES DEDUCTION	0.00	0.00	0.00	0.00
10	L	000	000	811652	000	000	000	GENERAL FUND/GR	GREENHECK FIELDHOUSE MEMBERSHP	0.00	78.15	78.15	0.00
10	L	000	000	811655	000	000	000	GENERAL FUND/V	V VISION PLAN (DELTA)	63.14	10,684.93	7,489.01	3,259.06
10	L	000	000	811656	000	000	000	GENERAL FUND/V	V SHORT TERM DISABILITY	7,478.79	12,689.10	13,538.77	6,629.12
10	L	000	000	811665	000	000	000	GENERAL FUND/RO	ROTH 403(B)	0.00	20,499.35	20,499.35	0.00
10	L	000	000	811670	000	000	000	GENERAL FUND/TS	TSA'S	0.00	226,516.81	226,516.81	0.00
10	L	000	000	811673	000	000	000	GENERAL FUND/RE	RETIREE HEALTH	0.00	0.00	2,904.84	-2,904.84
10	L	000	000	811674	000	000	000	GENERAL FUND/RE	RETIREE DENTAL	0.00	0.00	0.00	0.00
10	L	000	000	811675	000	000	000	GENERAL FUND/RE	RETIREE LIFE	0.00	0.00	0.00	0.00
10	L	000	000	811697	000	000	000	GENERAL FUND/CH	CHAMBER GIFT CERTIFICATES	0.00	0.00	0.00	0.00
10	L	000	000	811699	000	000	000	GENERAL FUND/MI	MISCELLANEOUS DEDUCTION	0.00	11,685.29	11,685.29	0.00
10	L	000	000	811700	000	000	000	GENERAL FUND/IN	INTEREST PAYABLE	0.00	0.00	0.00	0.00
10	L	000	000	811810	000	000	000	GENERAL FUND/NE	NET PAYROLL PAYABLE (CHECKS)	0.00	0.00	0.00	0.00
10	L	000	000	811815	000	000	000	GENERAL FUND/NE	NET EFT PAYABLE	0.00	19,750,227.75	19,752,375.93	-2,148.18
10	L	000	000	811820	000	000	000	GENERAL FUND/VO	VOUCHERS PAYABLE	-3,719,974.79	3,719,974.79	0.00	0.00
10	L	000	000	812000	000	000	000	GENERAL FUND/DU	Due To Other Funds	-4,051,105.45	4,357,259.52	306,154.07	0.00
10	L	000	000	815100	000	000	000	GENERAL FUND/SE	SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
10	L	000	000	815901	000	000	000	GENERAL FUND/OP	OPEB 73	0.00	0.00	0.00	0.00
10	L	000	000	816000	000	000	000	GENERAL FUND/DE	DEFERRED REVENUES	0.00	0.00	0.00	0.00
10	L	000	000	816200	000	000	000	GENERAL FUND/DE	DEFERRED REVENUE STATE AID	0.00	0.00	0.00	0.00
10	L	000	000	816903	000	000	000	GENERAL FUND/DE	DEFERRED REVENUE-VARIOUS CAMPS	0.00	0.00	0.00	0.00
10	L	000	000	816905	000	000	000	GENERAL FUND/DE	DEFERRED REVENUE-MISC. ICE USE	0.00	0.00	0.00	0.00
10	L	000	000	816909	000	000	000	GENERAL FUND/DE	DEFERRED REVENUE H.S. HOCKEY	0.00	0.00	0.00	0.00
10	L	000	000	816910	000	000	000	GENERAL FUND/DE	DEF. REV. - IN TECH	0.00	0.00	0.00	0.00
10	L	000	000	816999	000	000	000	GENERAL FUND/OT	DEFERRED REVENUE- OTHER GRANTS	0.00	0.00	0.00	0.00
10	L	000	000	817100	000	000	000	GENERAL FUND/HE	HEALTH-CLAIMS PAYABLE	0.00	0.00	0.00	0.00

Fd T Loc		Obj Func		Prj	DeptJob	Account Level		Beginning	2021-22		2021-22	Ending	
Fd T Loc		Obj Fu				Description		Balance	FYTD Debits	FYTD Credits	Balance		
10	L	000	000	817101	000	000	000	GENERAL FUND/SE	SECURITY PREMIUM PAYABLE	-1,246,116.08	2,832,397.25	2,066,037.01	-479,755.84
10	L	000	000	817150	000	000	000	GENERAL FUND/HR	HRA PAYABLE	0.00	0.00	0.00	0.00
10	L	000	000	817200	000	000	000	GENERAL FUND/DE	DENTAL-CLAIMS PAYABLE	-55,000.00	271,166.55	194,364.39	21,802.16
10	L	000	000	819107	000	000	000	GENERAL FUND/CO	CONF ROOM A - ED IMPROVEMENT	0.00	0.00	0.00	0.00
10	L	000	000	842300	000	000	000	GENERAL FUND/LO	LONG TERM BONDS PAYABLE	0.00	0.00	0.00	0.00
10	L	000	000	842350	000	000	000	GENERAL FUND/38	38 FUND TAXABLE BONDS	0.00	0.00	0.00	0.00
10	Q	000	000	000000	000	000	000	GENERAL FUND/N/		0.00	0.00	0.00	0.00
10	Q	000	000	911000	000	000	000	GENERAL FUND/FI	FIXED ASSETS - L.T.D.	0.00	0.00	0.00	0.00
10	Q	000	000	912000	000	000	000	GENERAL FUND/FI	FIXED ASSETS - TAX LEVY	0.00	0.00	0.00	0.00
10	Q	000	000	914000	000	000	000	GENERAL FUND/FI	FIXED ASSETS-ACCUM DEPRECIATIO	0.00	0.00	0.00	0.00
10	Q	000	000	916000	000	000	000	GENERAL FUND/FI	FIXED ASSETS - DONATIONS	0.00	0.00	0.00	0.00
10	Q	000	000	931000	000	000	000	GENERAL FUND/FU	FUND BALANCE-RESERVED	0.00	757,860.19	1,421,105.53	-663,245.34
10	Q	000	000	931700	000	000	000	GENERAL FUND/FU	FUND BALANCE - L.T.D.	0.00	0.00	0.00	0.00
10	Q	000	000	932000	000	000	000	GENERAL FUND/FU	FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
10	Q	000	000	936120	000	000	000	GENERAL FUND/Co	CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
10	Q	000	000	936130	000	000	000	GENERAL FUND/UN	UNSPENT COMMON SCHOOL LIBRARY	-10,292.21	216,593.26	130,401.88	75,899.17
10	Q	000	000	936320	000	000	000	GENERAL FUND/De	DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
10	Q	000	000	936500	000	000	000	GENERAL FUND/Fo	FOOD SERVICE FUND BALANCE	0.00	0.00	0.00	0.00
10	Q	000	000	936900	000	000	000	GENERAL FUND/FD	FUND BALANCE-RESTRICTED OTHER	0.00	0.00	0.00	0.00
10	Q	000	000	938900	000	000	000	GENERAL FUND/As	ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
10	Q	000	000	939200	000	000	000	GENERAL FUND/CA	WORKING CAPITAL (CASH FLOW)	-11,321,104.61	13,628,977.76	7,140,005.70	-4,832,132.55
10	Q	000	000	939900	000	000	000	GENERAL FUND/Un	UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
10	-	---	---	-----	---	---	---			0.00	94,263,622.75	94,263,622.75	0.00

Fd T Loc		Obj Func		Prj	DeptJob	Fd T Loc Obj Fu		Account Level	Description	Beginning	2021-22		Ending
										Balance	FYTD Debits	FYTD Credits	Balance
27	A	000	000	711000	000	000	000	SPECIAL EDUCATI	CASH	506,401.90	661,951.55	1,591,834.85	-423,481.40
27	A	000	000	711100	000	000	000	SPECIAL EDUCATI	PAYROLL CLEARANCE ACCOUNT	0.00	1,677,596.98	1,677,596.98	0.00
27	A	000	000	711105	000	000	000	SPECIAL EDUCATI	A/P ACH CASH ACCOUNT INTERCITY	0.00	0.00	0.00	0.00
27	A	000	000	712000	000	000	000	SPECIAL EDUCATI	INVESTMENTS	0.00	613,383.56	613,383.56	0.00
27	A	000	000	713200	000	000	000	SPECIAL EDUCATI	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
27	A	000	000	714100	000	000	000	SPECIAL EDUCATI	Due From Other Funds	0.00	0.00	0.00	0.00
27	A	000	000	715420	000	000	000	SPECIAL EDUCATI	DUE FROM CESA	0.00	0.00	0.00	0.00
27	A	000	000	715500	000	000	000	SPECIAL EDUCATI	DUE FROM STATE GOVERNMENT	0.00	0.00	0.00	0.00
27	A	000	000	715600	000	000	000	SPECIAL EDUCATI	DUE FROM FED GOVERNMENT	580,714.98	28,225.54	608,940.52	0.00
27	L	000	000	000000	000	000	000	SPECIAL EDUCATI		0.00	0.00	0.00	0.00
27	L	000	000	811200	000	000	000	SPECIAL EDUCATI	ACCOUNTS PAYABLE	-52,289.59	123,051.21	70,761.62	0.00
27	L	000	000	811558	000	000	000	SPECIAL EDUCATI	AP STAPLES	0.00	0.00	0.00	0.00
27	L	000	000	811610	000	000	000	SPECIAL EDUCATI	MEDICARE TAX	-10,147.07	10,147.07	0.00	0.00
27	L	000	000	811611	000	000	000	SPECIAL EDUCATI	SOCIAL SECURITY TAX	-43,387.32	43,387.32	0.00	0.00
27	L	000	000	811620	000	000	000	SPECIAL EDUCATI	RETIREMENT DEDUCTION	-47,919.71	47,919.71	0.00	0.00
27	L	000	000	811628	000	000	000	SPECIAL EDUCATI	HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
27	L	000	000	811630	000	000	000	SPECIAL EDUCATI	DENTAL - PPO CONTRIBUTION	0.00	0.00	0.00	0.00
27	L	000	000	811633	000	000	000	SPECIAL EDUCATI	DISABILITY INS DEDUCTION	-2,387.45	2,387.45	0.00	0.00
27	L	000	000	811645	000	000	000	SPECIAL EDUCATI	LIFE INS - EMPLOYER CONTRIBUTI	-1,171.37	1,171.37	0.00	0.00
27	L	000	000	811815	000	000	000	SPECIAL EDUCATI	NET EFT PAYABLE	0.00	3,652,858.73	3,652,858.73	0.00
27	L	000	000	811820	000	000	000	SPECIAL EDUCATI	VOUCHERS PAYABLE	-709,923.96	709,923.96	0.00	0.00
27	L	000	000	812000	000	000	000	SPECIAL EDUCATI	Due To Other Funds	0.00	0.00	0.00	0.00
27	L	000	000	815100	000	000	000	SPECIAL EDUCATI	SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
27	L	000	000	817101	000	000	000	SPECIAL EDUCATI	SECURITY PREMIUM PAYABLE	-202,754.97	202,754.97	0.00	0.00
27	L	000	000	817150	000	000	000	SPECIAL EDUCATI	HRA PAYABLE	0.00	0.00	0.00	0.00
27	L	000	000	817200	000	000	000	SPECIAL EDUCATI	DENTAL - CLAIMS PAYABLE	-17,135.44	17,135.44	0.00	0.00
27	Q	000	000	000000	000	000	000	SPECIAL EDUCATI		0.00	0.00	0.00	0.00
27	Q	000	000	931000	000	000	000	SPECIAL EDUCATI	FUND BALANCE - RESERVED	0.00	55,932.06	168,639.89	-112,707.83
27	Q	000	000	932000	000	000	000	SPECIAL EDUCATI	FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
27	Q	000	000	936120	000	000	000	SPECIAL EDUCATI	CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
27	Q	000	000	936320	000	000	000	SPECIAL EDUCATI	DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
27	Q	000	000	936500	000	000	000	SPECIAL EDUCATI	FOOD SERVICE FUND BALANCE	0.00	0.00	0.00	0.00
27	Q	000	000	936900	000	000	000	SPECIAL EDUCATI	FUND BALANCE-RESTRICTED OTHER	0.00	0.00	0.00	0.00
27	Q	000	000	938900	000	000	000	SPECIAL EDUCATI	ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
27	Q	000	000	939200	000	000	000	SPECIAL EDUCATI	WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00
27	Q	000	000	939900	000	000	000	SPECIAL EDUCATI	UNASSIGNED FUND BALANCE	0.00	1,938,695.65	1,402,506.42	536,189.23
27	-	---	---	-----	---	---	---			0.00	9,786,522.57	9,786,522.57	0.00

Account Level		Beginning	2021-22	2021-22	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
50 A 000 000 711000 000 000 000	FOOD SERVICE FU CASH	1,655,206.81	173,263.29	259,110.30	1,569,359.80
50 A 000 000 711100 000 000 000	FOOD SERVICE FU PAYROLL CLEARANCE ACCOUNT	0.00	102,556.82	102,556.82	0.00
50 A 000 000 711105 000 000 000	FOOD SERVICE FU A/P ACH CASH ACCOUNT INTERCITY	0.00	0.00	0.00	0.00
50 A 000 000 711200 000 000 000	FOOD SERVICE FU PETTY CASH	93.00	0.00	0.00	93.00
50 A 000 000 712000 000 000 000	FOOD SERVICE FU INVESTMENTS	0.00	256,288.45	256,288.45	0.00
50 A 000 000 713200 000 000 000	FOOD SERVICE FU ACCOUNTS RECEIVABLE	81.75	0.00	81.75	0.00
50 A 000 000 714100 000 000 000	FOOD SERVICE FU Due From Other Funds	0.00	0.00	0.00	0.00
50 A 000 000 715500 000 000 000	FOOD SERVICE FU DUE FROM STATE GOVERNMENT	0.00	0.00	0.00	0.00
50 A 000 000 715600 000 000 000	FOOD SERVICE FU DUE FROM FEDERAL FUNDS	115,013.15	0.00	113,835.13	1,178.02
50 L 000 000 000000 000 000 000	FOOD SERVICE FU	0.00	0.00	0.00	0.00
50 L 000 000 811200 000 000 000	FOOD SERVICE FU ACCOUNTS PAYABLE	-42,378.75	70,329.76	27,951.01	0.00
50 L 000 000 811558 000 000 000	FOOD SERVICE FU AP STAPLES	0.00	0.00	0.00	0.00
50 L 000 000 811610 000 000 000	FOOD SERVICE FU MEDICARE TAX	-316.52	316.52	0.00	0.00
50 L 000 000 811611 000 000 000	FOOD SERVICE FU SOCIAL SECURITY TAX	-1,353.46	1,353.46	0.00	0.00
50 L 000 000 811620 000 000 000	FOOD SERVICE FU RETIREMENT DEDUCTION	-1,465.73	1,465.73	0.00	0.00
50 L 000 000 811630 000 000 000	FOOD SERVICE FU DENTAL PPO PLAN	0.00	0.00	0.00	0.00
50 L 000 000 811633 000 000 000	FOOD SERVICE FU DISABILITY INS DEDUCTION	0.00	0.00	0.00	0.00
50 L 000 000 811645 000 000 000	FOOD SERVICE FU LIFE INS - EMPLOYER CONTRIBUTI	0.00	0.00	0.00	0.00
50 L 000 000 811815 000 000 000	FOOD SERVICE FU NET EFT PAYABLE	0.00	150,411.69	150,411.69	0.00
50 L 000 000 811820 000 000 000	FOOD SERVICE FU VOUCHERS PAYABLE	-22,359.58	22,359.58	0.00	0.00
50 L 000 000 812000 000 000 000	FOOD SERVICE FU Due To Other Funds	-85,920.82	85,920.82	0.00	0.00
50 L 000 000 815000 000 000 000	FOOD SERVICE FU DEPOSITS PAYABLE-FAMILY BALANC	0.00	0.00	0.00	0.00
50 L 000 000 815100 000 000 000	FOOD SERVICE FU SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
50 L 000 000 815300 000 000 000	FOOD SERVICE FU DUE TO STATE	0.00	0.00	0.00	0.00
50 L 000 000 815900 000 000 000	FOOD SERVICE FU Other Deposits Payable	-122,382.86	0.00	0.00	-122,382.86
50 L 000 000 817101 000 000 000	FOOD SERVICE FU SECURITY PREMIUM PAYABLE	0.00	0.00	0.00	0.00
50 L 000 000 817150 000 000 000	FOOD SERVICE FU HRA PAYABLE	0.00	0.00	0.00	0.00
50 L 000 000 817200 000 000 000	FOOD SERVICE FU DENTAL-CLAIMS PAYABLE	0.00	0.00	0.00	0.00
50 Q 000 000 000000 000 000 000	FOOD SERVICE FU	0.00	0.00	0.00	0.00
50 Q 000 000 931000 000 000 000	FOOD SERVICE FU FUND BALANCE - RESERVED	0.00	0.00	198.19	-198.19
50 Q 000 000 932000 000 000 000	FOOD SERVICE FU FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
50 Q 000 000 936120 000 000 000	FOOD SERVICE FU CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
50 Q 000 000 936320 000 000 000	FOOD SERVICE FU DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
50 Q 000 000 936500 000 000 000	FOOD SERVICE FU FOOD SERVICE FUND BALANCE	-1,494,216.99	131,008.92	84,841.70	-1,448,049.77
50 Q 000 000 936900 000 000 000	FOOD SERVICE FU FUND BALANCE-RESTRICTED OTHER	0.00	0.00	0.00	0.00
50 Q 000 000 938900 000 000 000	FOOD SERVICE FU ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
50 Q 000 000 939200 000 000 000	FOOD SERVICE FU WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00
50 Q 000 000 939900 000 000 000	FOOD SERVICE FU UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
50 - - - - -		0.00	995,275.04	995,275.04	0.00

Account Level		Beginning	2021-22	2021-22	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
80 A 000 000 711000 000 000 000	COMMUNITY SERVI CASH	-58,335.57	613,746.86	580,134.83	-24,723.54
80 A 000 000 711001 000 000 000	COMMUNITY SERVI COMM. SERV. MINIMUM BALANCE RQ	250.00	0.00	0.00	250.00
80 A 000 000 711100 000 000 000	COMMUNITY SERVI PAYROLL CLEARANCE ACCOUNT	0.00	201,126.97	201,126.97	0.00
80 A 000 000 711105 000 000 000	COMMUNITY SERVI A/P ACH CASH ACCOUNT INTERCITY	0.00	0.00	0.00	0.00
80 A 000 000 711200 000 000 000	COMMUNITY SERVI PETTY CASH	1,030.00	0.00	0.00	1,030.00
80 A 000 000 711300 000 000 000	COMMUNITY SERVI HOLDING ACCOUNT - CASH	0.00	0.00	0.00	0.00
80 A 000 000 712000 000 000 000	COMMUNITY SERVI INVESTMENTS	0.00	0.00	0.00	0.00
80 A 000 000 713100 000 000 000	COMMUNITY SERVI TAXES RECEIVABLE	0.00	0.00	0.00	0.00
80 A 000 000 713200 000 000 000	COMMUNITY SERVI ACCOUNTS RECEIVABLE	115,684.79	0.00	115,684.79	0.00
80 A 000 000 713205 000 000 000	COMMUNITY SERVI RECEIVABLES - UNCOLLECTED GHF	11,538.90	0.00	9,145.90	2,393.00
80 A 000 000 714100 000 000 000	COMMUNITY SERVI Due From Other Funds	42,389.45	306,154.07	348,543.52	0.00
80 A 000 000 715600 000 000 000	COMMUNITY SERVI DUE FROM FEDERAL GOVERNMENT	1,804.40	0.00	0.00	1,804.40
80 L 000 000 000000 000 000 000	COMMUNITY SERVI	0.00	0.00	0.00	0.00
80 L 000 000 811200 000 000 000	COMMUNITY SERVI ACCOUNTS PAYABLE	-37,372.44	61,847.64	24,475.20	0.00
80 L 000 000 811225 000 000 000	COMMUNITY SERVI CMTY ED CK ACCT PAYABLE	0.00	0.00	0.00	0.00
80 L 000 000 811558 000 000 000	COMMUNITY SERVI AP STAPLES	0.00	0.00	0.00	0.00
80 L 000 000 811610 000 000 000	COMMUNITY SERVI MEDICARE TAX	-668.04	668.04	0.00	0.00
80 L 000 000 811611 000 000 000	COMMUNITY SERVI SOCIAL SECURITY TAX	-2,856.70	2,856.70	0.00	0.00
80 L 000 000 811620 000 000 000	COMMUNITY SERVI RETIREMENT DEDUCTION	-1,472.88	1,472.88	0.00	0.00
80 L 000 000 811628 000 000 000	COMMUNITY SERVI HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
80 L 000 000 811630 000 000 000	COMMUNITY SERVI DENTAL - PPO CONTRIBUTION	0.00	0.00	0.00	0.00
80 L 000 000 811633 000 000 000	COMMUNITY SERVI DISABILITY INSURANCE	0.00	0.00	0.00	0.00
80 L 000 000 811645 000 000 000	COMMUNITY SERVI LIFE INS - EMPLOYER CONTRIBUTI	0.00	0.00	0.00	0.00
80 L 000 000 811815 000 000 000	COMMUNITY SERVI NET EFT PAYABLE	0.00	298,373.07	298,373.07	0.00
80 L 000 000 811820 000 000 000	COMMUNITY SERVI VOUCHERS PAYABLE	-46,124.24	46,124.24	0.00	0.00
80 L 000 000 812000 000 000 000	COMMUNITY SERVI Due To Other Funds	0.00	0.00	0.00	0.00
80 L 000 000 816900 000 000 000	COMMUNITY SERVI DEFER.REV.-SCHL.AGE CARE	-1,320.00	1,320.00	0.00	0.00
80 L 000 000 816901 000 000 000	COMMUNITY SERVI DEFERRED REV.-YOUTH ACTIV.FEES	-21,630.82	21,630.82	0.00	0.00
80 L 000 000 816902 000 000 000	COMMUNITY SERVI DEFER.REV.-ADULT & FAMILY FEES	-1,039.20	1,039.20	0.00	0.00
80 L 000 000 816903 000 000 000	COMMUNITY SERVI DEFERRED REVENUE-VARIOUS CAMPS	-34,615.17	34,615.17	0.00	0.00
80 L 000 000 816904 000 000 000	COMMUNITY SERVI DEFERRED REVENUE PRESCHOOL FEE	0.00	0.00	0.00	0.00
80 L 000 000 816905 000 000 000	COMMUNITY SERVI DEFERRED REVENUE-OTHER ICE USE	-5,264.64	5,264.64	0.00	0.00
80 L 000 000 816906 000 000 000	COMMUNITY SERVI Deferred Revenue - Care Corner	0.00	0.00	0.00	0.00
80 L 000 000 816907 000 000 000	COMMUNITY SERVI DEFERRED REVENUE-POOL ACTIVITY	0.00	0.00	0.00	0.00
80 L 000 000 816908 000 000 000	COMMUNITY SERVI DEF.REV.-GFH BUILDING RENTAL	-2,355.50	2,355.50	0.00	0.00
80 L 000 000 816909 000 000 000	COMMUNITY SERVI DEF.REV.- H.S. HOCKEY	-900.00	900.00	0.00	0.00
80 L 000 000 816911 000 000 000	COMMUNITY SERVI DEF.REV.-MEMBERSHIPS	-3,411.38	3,411.38	0.00	0.00
80 L 000 000 816913 000 000 000	COMMUNITY SERVI DEFERRED REVENUE-GHF CONCESSIO	-2,799.38	2,799.38	0.00	0.00
80 L 000 000 817101 000 000 000	COMMUNITY SERVI SECURITY PREMIUM PAYABLE	0.00	0.00	0.00	0.00
80 L 000 000 817200 000 000 000	COMMUNITY SERVI DENTAL CLAIMS PAYABLE	0.00	0.00	0.00	0.00

Fd T		Loc		Obj Func		Prj DeptJob		Account Level		Beginning	2021-22		Ending
Fd T		Loc		Obj Fu		Description		Balance	FYTD Debits	FYTD Credits	Balance		
80	Q	000	000	0000000	000	000	000	COMMUNITY SERVI	0.00	0.00	0.00	0.00	
80	Q	000	000	931000	000	000	000	COMMUNITY SERVI FUND BALANCE - RESERVED	0.00	446.52	446.52	0.00	
80	Q	000	000	931896	000	000	000	COMMUNITY SERVI TOURNAMENT ACTIVITY	0.00	0.00	0.00	0.00	
80	Q	000	000	932000	000	000	000	COMMUNITY SERVI FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00	
80	Q	000	000	936120	000	000	000	COMMUNITY SERVI CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00	
80	Q	000	000	936320	000	000	000	COMMUNITY SERVI DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00	
80	Q	000	000	936500	000	000	000	COMMUNITY SERVI FOOD SERVICE FUND BALANCE	0.00	0.00	0.00	0.00	
80	Q	000	000	936900	000	000	000	COMMUNITY SERVI FUND BALANCE-RESTRICTED OTHER	47,468.42	237,054.84	265,277.12	19,246.14	
80	Q	000	000	938900	000	000	000	COMMUNITY SERVI ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00	
80	Q	000	000	939200	000	000	000	COMMUNITY SERVI WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00	
80	Q	000	000	939900	000	000	000	COMMUNITY SERVI UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00	
80	-	---	---	-----	---	---	---		0.00	1,843,207.92	1,843,207.92	0.00	

Account Level		Beginning	2021-22	2021-22	Ending
Fd T Loc Obj Func	Prj DeptJob Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
Grand Asset Totals		25,313,871.18	43,623,197.74	61,486,138.31	7,450,930.61
Grand Liability Totals		-12,535,725.79	46,298,861.34	34,789,067.02	-1,025,931.47
Grand Equity Totals		-12,778,145.39	16,966,569.20	10,613,422.95	-6,424,999.14
Grand Totals		0.00	106,888,628.28	106,888,628.28	0.00

Number of Accounts: 227

***** End of report *****



Book	Policy Manual
Section	Second Reading by Board
Title	Employee Sick Leave
Code	po4432
Status	Second Reading
Adopted	May 25, 2016
Last Revised	August 16, 2021

4432 - EMPLOYEE SICK LEAVE

Employees are eligible to use paid sick leave in accordance with this policy. Any employee that will not be able to attend work on a scheduled workday shall contact their immediate supervisor as early as possible. The District may require a certification by a physician after an employee has been absent for an illness or any other use of sick leave. All doctors' certifications must be kept in the medical files at the Human Resources office.

The Board may question or investigate the use of sick leave. Any employee obtaining sick leave benefits by fraud, deceit, or falsified statements shall be subject to disciplinary action including, but not limited to, suspension or dismissal.

Limitations for All Groups

Sick leave may be charged in no less than one-hour increments, and any time of absence for sickness that constitutes less than one (1) hour of the employee's workday will be counted as one (1) hour of sick leave.

Sick leave will only be paid for the illness of the employee with the exception that up to five (5) days of accrued sick leave per school year may be used for illness, care of, and/or appointment for a spouse, legally dependent child, parent, or self. The District encourages staff to make doctor appointments outside working hours whenever possible.

School year employees who work 5.5 hours or less and year-round employees who work four (4) hours or less may use up to five (5) additional days of accrued sick leave per school year for illness, care of, and/or appointment for a spouse, legally dependent child, parent, or self.

52 WEEK HOURLY & BUILDINGS AND GROUNDS EMPLOYEES

Each employee shall be granted twelve (12) days of sick leave equal in time to the employee's workday each year. For newly hired employees, they will be allocated leave on a prorated basis. Unused sick leave may accumulate to a maximum of 120 days.

EXTENDED SCHOOL YEAR HOURLY & SCHOOL YEAR HOURLY EMPLOYEES

Each employee shall be granted nine (9) days of sick leave equal in time to the employee's workday each year. For newly hired employees, they will be allocated leave on a prorated basis. Unused sick leave may accumulate to a maximum of 120 days.

SCHOOL NUTRITION EMPLOYEES

Each employee shall be granted nine (9) days of sick leave equal in time to the employee's workday each year. For newly hired employees, they will be allocated leave on a prorated basis. Unused sick leave may accumulate to a maximum of 100 days.

All School Nutrition employees must sign the Food Employee Reporting Agreement as required by the Food Service Safety Plan and the Marathon County Health Department.

Last Modified by Ellen Suckow on September 2, 2021

To: Dr. Kristine Gilmore, *Superintendent*

42

From: Dallas Rennie, *Director of Summer Programming*

Subject: Summer Learning Program 2021 Summary

Date: Wednesday, September 1, 2021

The 2021 D.C. Everest Summer Learning Programs successfully served 2,579 students which is an increase of 1400 students from the previous year. With over 180 staff members, D.C. Everest provided experiences to students every week of the summer ranging from June 8th to August 30th. At the forefront of the decision-making process was creating engaging, enriching, and fun experiences for our D.C. Everest students after a year of limited opportunities due to Covid-19. The Summer Programming staff should be commended for their flexibility, creativity, and dedication in providing these opportunities for all of our students.

Summer Learning overcame challenges and celebrates the following accomplishments:

1. Twenty different programs were implemented this summer.
2. A total of 136 full credits were recovered this summer and an additional 62 were earned as elective credits.
3. We implemented a new Jump Into 1st Grade curriculum for all of our incoming 1st graders.
4. Rothschild Elementary and the Junior High School were two new programming sites we used and we hope to continue to utilize them moving forward.
5. 532 DCE students stayed active in our athletic programs: DCE Speed, Strength and Conditioning, and Summer Fitness.
6. Hands-on and engaging courses and curriculum were revamped or brand new.
7. Students were able to share their talents with a musical, band concerts, and orchestra performances for our families and community.
8. We implemented full inclusion this summer so all of our learners were able to access all learning opportunities.
9. We increased summer instructional minutes from 2.3 million from a virtual summer program to 5.4 million this summer being back in person.
10. There were no positive student or staff Covid cases during summer programming.

We continue to thank our School Board for their support and trust in all of our Summer Learning Program experiences. This summer turned into outstanding educational opportunities for our DCE students and families. The success of the blended and in-person programs this summer has the staff and the leadership team in early discussions about 2022 Summer Learning Programs.



Total number of visits to Rollin' Readers:

653

(average 73 visits per week)

Total number of BiB bags distributed:

244

(average 27 bags per week)



Total number of visits to Weston Aquatic Center:

75

Total number of visits to Stillwater Landing:

61



Total number of visits to Rothschild/Schofield Aquatic Center:

338

Total number of visits to Colonial Gardens:

179



Summer 2021

Special School Board Meeting
Wednesday, October 27, 2021, 6:00 PM
Middle School Theater
9302 Schofield Ave.
Weston, WI 54476



– A G E N D A –

Upon request to the Executive Assistant to the Superintendent, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting.

The live stream link will be added here.

I. BUDGET HEARING

- A. Call to Order - Roll Call
- B. Pledge of Allegiance
- C. Announce Purpose of the Budget Hearing [State Statute, Section 65.90(4)]
- D. Opening Remarks
- E. Review Proposed 2021-2022 Budget
- F. Questions and Comments
- G. Adjourn Budget Hearing

II. SEVENTY-SECOND ANNUAL SCHOOL DISTRICT MEETING

- A. Call to Order
- B. Reading of Official Notice of Meeting
- C. Announce Robert's Rules of Order to Prevail
- D. Elect Temporary Meeting Chairperson
- E. Read and Approve Treasurer's Report
- F. Regular Business
 - 1. Set School Board Salaries for 2021-2022
 - 2. Provide for Reimbursement of School Board Expenses as per Bylaw 0144.1
 - 3. Set 2021-2022 Tax Levy
 - 4. Set Time and Place of the 2021 Annual Meeting
- G. Adjournment



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

Matthew A. Spets
Assistant Superintendent

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MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

DATE: September 15, 2021
TO: Dr. Kristine Gilmore, Superintendent
FROM: Matt Spets, Assistant Superintendent
RE: DCE Preliminary Budget 2021-2022

Recommendation

I recommend the Board approve the 2021-2022 Preliminary Budget and to continue spending 2021-2022 revenue.

Context

A preliminary budget presentation will be provided. The following items will be covered:

- ↗ Base Revenue Projections
- ↗ State Aid Estimate
- ↗ Predicated Tax Levy / Mill Rate
- ↗ Expenditure / Investment Highlights
- ↗ Federal Funds

Next Steps

The Board's Strategic Finance Workshop on Monday, September 13, will provide direction for the preliminary budget. The presentation and supporting data will be added to the board packet prior to the meeting.

In an effort to bridge the timeframe between the preliminary budget and the actual budget approval (end of October) we are awaiting certain revenue variables to be confirmed. The following list includes the most important variables:

- ↗ Third Friday Count (impacts revenue limit)
- ↗ October 1 TID Out Property Values (impacts levy / mill rate)
- ↗ October 15 Certified State Aid (impacts levy / mill rate)
- ↗ Federal Funds Clarity on:
*ESSER 3, ESSER 3 In-person funds, Electronic Connectivity Funds,
and Governor Evers Per Pupil Enhancement Program*

2021-2022 Preliminary Budget

September 15, 2021



State Budget 2021-2023

Base Revenue

Predicted Tax Levy / Mill Rate

Expenditure / Investment Highlights

Federal Funds

Next Steps

Base Revenue was not increased for this year and next.

*“While Republican legislators directed more state aid to school districts, by not raising the revenue limit, that effectively **served as a tax cut** for property owners. The revenue limit sets the maximum school districts can raise through a combination of state aid and local taxes.”*

*“School district leaders and public school advocates have **decried the budget** for creating structural deficits. That federal relief money has to be used by 2024, and district leaders have shared concerns that without more reliable sources of funding like state budget increases, they will face potentially huge staff cuts down the road.”*

REVENUE

2021-2022 Base Revenue \$64,255,885

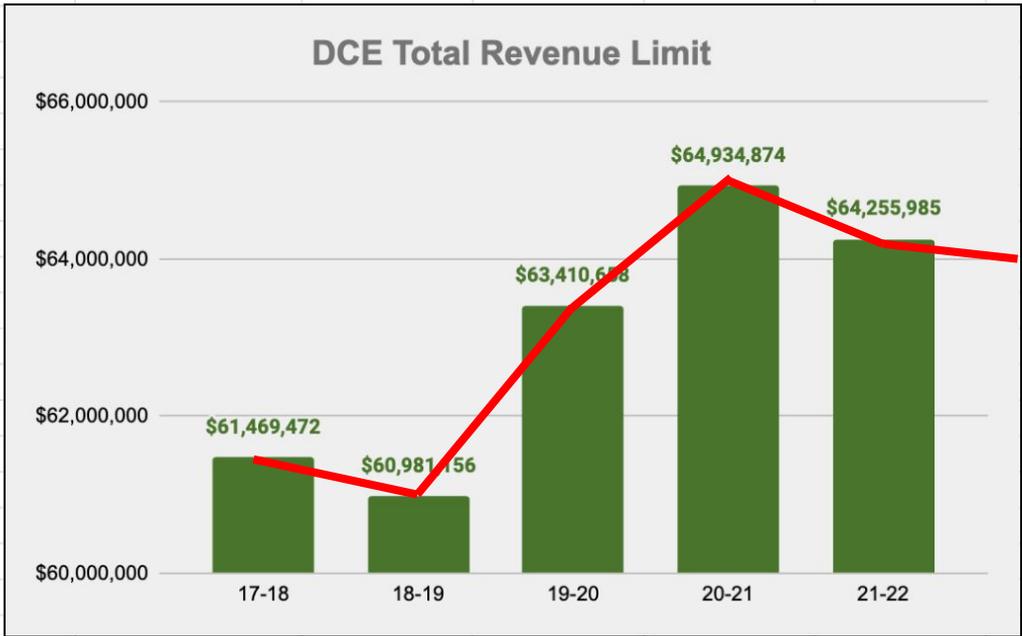
While the portion of our revenue from aid has and will grow; the 2021-2023 State Budget actually froze our revenue.

The aid increase does not provide DCE any additional funds.

This is what is meant by the budget, “providing property tax relief.”

July 1, 2021 Aid Estimate is \$46,359,023
Local Tax Levy for Operations \$17,896,862

BASE REVENUE HISTORY



REVENUE CALCULATION

51

Base revenue is a combination of state aid and local tax levy for operational expenses.

The formula: $Rev\ Limit\ Amount\ (\$10,731) \times Membership\ (5802) + Exemptions = Total\ Revenue\ Limit$

We have a 3.6% decline in membership since 2018-2019.



2021-2022
Membership is
estimated at
5,802.

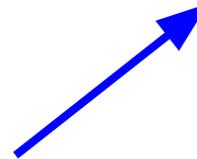
LEVY RATE TIERS: *Recommendation*

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Scenario	Levy Rate	Debt	Additional Debt	Fund 80
Plan 1 Base	8.40	\$4,731,238 <i>(required)</i>	0	\$250,000
Plan 2 Community Strategy	9.28	\$7,230,000	\$2,498,762	\$350,000
RECOMMENDED PLAN	9.49	\$7,800,000		\$375,000
Plan 3 Stable / High Revenue	9.70	\$8,550,000	\$3,818,762	\$250,000

REVENUE LIMIT WORKSHEET: *Recommended Strategy*

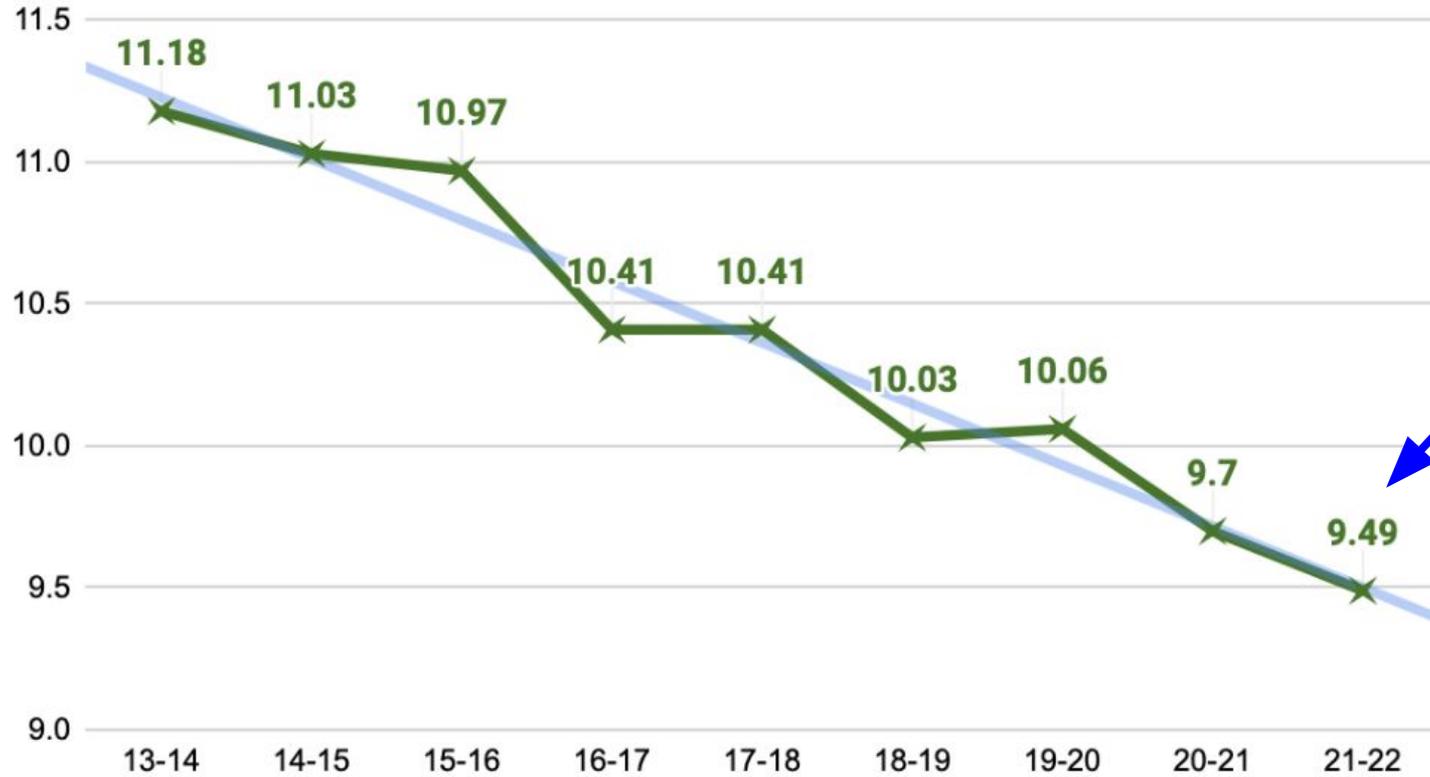
3. Allowable Limited Revenue: (Line 11 - Line 12) (10, 38, 41 Levies)		17,896,962
	EXCEEDS LIMIT !!	
4. Total Limited Revenue To Be Used (A+B+C)	Not >line 13	19,743,262
Entries Required Below: Enter amnts needed by purpose and fund:		
A. Gen Operations: Fnd 10 Src 211	17,896,962	(Proposed Fund 10)
B. Non-Referendum Debt (inside limit) Fund 38 Src 211	1,846,300	(to Budget Rpt)
C. Capital Exp, Annual Meeting Approved: Fund 41 Src 211	0	(to Budget Rpt)
5. Total Revenue from Other Levies (A+B+C+D)		8,175,000
A. Referendum Apprvd Debt (Fund 39 Debt-Src 211)	7,800,000	
B. Community Services (Fund 80 Src 211)	375,000	(to Budget Rpt)
C. Prior Year Levy Chargeback for Uncollectible Taxes (Src 212)	0	(to Budget Rpt)
D. Other Levy Revenue - Milwaukee & Kenosha Only	0	(to Budget Rpt)
6. Total Fall, 2021 ESTIMATED All Fund Tax Levy (14A + 14B + 14C + 15)		27,918,262
<i>Line 16 is the total levy to be apportioned in the PI-401.</i>	Levy Rate =	0.00948893



LEVY RATE HISTORY

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D.C. Everest Levy / Mill Rate History



FEDERAL FUNDS

CATEGORY	REVENUE BY BUDGET YEAR			
	2020-2021	STATUS	2021-2022	STATUS
ESSER 3	\$3,864,504	Received	\$450,000	Planned
ESSER 2 In-person			\$300,000 Estimate	Pending
ESSER 3 In-person			No Estimate	Pending
ECF Round 1			\$3xx,xxx?	Pending
ECF Round 2			No Estimate	No Application Yet

Highlights

- ↗ We will present a balanced budget in October.
- ↗ At this time, other than construction-related projects, we have not felt the full cost of inflation and/or the CPI increase (5.4% - July 2021).
- ↗ We have historic investment levels in staffing and related supports for high-need, disadvantaged students.
- ↗ We are showing an increase of \$1.68 million or 4.4% in our general fund salaries and wages.
- ↗ We are only able to balance this year's budget by claiming Federal Funds.

NEXT STEPS

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September 15, 2021

Regular Board of Education Meeting
Preliminary Budget Approval
Benefit Options Approval

September - Oct. 2021

Public Input Session on ESSER 2 and 3 In-person Funds

October 27, 2021

Annual Meeting
Regular Board of Education Meeting
Actual Budget Approval



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
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Matthew A. Spets
Assistant Superintendent

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

DATE September 15, 2021
TO Dr. Kristine Gilmore, Superintendent
FROM Matt Spets, Assistant Superintendent
RE Ten Year Capital Plan

Recommendation

I recommend the Board approve the ten year capital plan as included in the attachment.

Current State

Jason Jablonski, Director of Buildings and Grounds, recently updated the plan. The school district is required to include all district facilities. The plan now includes concepts described as future administration and professional development building, Early Evergreens Academy, and Sports Performance and Recreation Center. Each of the three possible investments are in the conceptual stage and are aligned to Board goals.

As the ten year capital plan is linked to the future use of FUND 46 monies; any potential investment must be included in the plan.

D.C. Everest Capital Projects 2021-2022

Location	Project	Cost	Notes	PO #	Notes
District/Facilities	14 vacuums	\$7,700.00	14 at \$550 - 1 ea per school		
	Parking Lot Crack Filling/Striping/Blacktop Work	\$25,000.00			
	District Roofing Maintenance	\$100,000.00			
	Eau Clair River Property Shelter Repairs	\$8,500.00			
		\$141,200.00			
Rothschild	Hold on Projects until Referendum work is complete	\$0.00			
		\$0.00			
Riverside	Well House Repairs	\$45,000.00			
		\$45,000.00			
Weston	Hold on Projects until Referendum work is complete	\$0.00			
		\$0.00			
Mountain Bay	Hold on Projects until Referendum work is complete	\$0.00			
		\$0.00			
Evergreen	Hold on Projects until Referendum work is complete				
		\$0.00			
Hatley	Hold on Projects until Referendum work is complete				
		\$0.00			
Middle School	Parking Lot Striping and numbering	\$7,500.00			
		\$7,500.00			
Junior High School	Parking Lot Striping and numbering	\$7,500.00			
		\$7,500.00			
Senior High School	High School Pool repairs (Neuman Pools)	\$65,000.00			
	Tile Replacements Pool area walls	\$10,000.00			
	Tennis Court Repairs	\$30,000.00			
	Parking Lot Striping and numbering	\$7,500.00			
		\$112,500.00			
Greenheck Fieldhouse	Hold on Projects until Referendum work is complete				
		\$0.00			
Twin Oaks	Building Upgrades	\$5,000.00			
		\$5,000.00			
IDEA School	Hold on Projects until Referendum work is complete				
		\$0.00			
Community					
	Running Total	\$318,700.00			

D.C. Everest Capital Projects 2022-2023

Location	Project	Cost	Notes	PO #	Notes
District/Facilities	14 vacuums	\$7,700.00	14 at \$5D3:F6650 - 1 ea per school		
	Parking Lot Crack Filling/Seal Coating/Blacktop Work	\$75,000.00			
	District Roofing Maintenance	\$200,000.00			
	Cube Truck Replacement	\$65,000.00			
	Salter Replacement	\$7,500.00			
		\$355,200.00			
Rothschild	Playground Upgrades	\$150,000.00			
		\$150,000.00			
Riverside	Hand Dryers	\$4,500.00			
	Parking Lot Striping and numbering	\$7,500.00			
		\$12,000.00			
Weston	Hand Dryers	\$4,500.00			
	Roofing Repalcement	\$75,000.00			
	Parking Lot Striping and numbering	\$7,500.00			
		\$87,000.00			
Mountain Bay	Carpet Replacements - 6 Rooms	\$24,000.00			
	Learning Space Furniture	\$25,000.00			
	Hand Dryers	\$4,500.00			
	Parking Lot Striping and numbering	\$7,500.00			
	Playground Equipment Addition	\$50,000.00			
		\$111,000.00			
Evergreen	Learning Space Furniture	\$25,000.00			
	Carpet Replacements - 6 Rooms	\$24,000.00			
	Parking Lot Striping and numbering	\$7,500.00			
	Playground Equipment Addition	\$50,000.00			
		\$106,500.00			
Hatley	Learning Space Furniture	\$25,000.00			
	Parking Lot Striping and numbering	\$2,500.00			
	Playground Equipment Addition	\$30,000.00			
		\$57,500.00			
Middle School	Carpet Replacements - 6 Rooms	\$24,000.00			
	Learning Space Furniture	\$25,000.00			
	Mechanical Room Pump Replacements	\$40,000.00			
	Hand Dryers	\$4,500.00			
	Parking Lot Striping and numbering	\$7,500.00			
		\$101,000.00			
Junior High School	Fencing Replacements	\$15,000.00			
	Carpet Replacements - 3 Rooms	\$12,000.00			
	Asbestos flooring removal for carpet install	\$12,000.00			
	Sidewalk Repairs	\$7,500.00			
	Parking Lot Striping and numbering	\$7,500.00			
		\$54,000.00			
Senior High School	Carpet Replacements - 6 Rooms	\$24,000.00			
	Aesbestos Abatement	\$8,500.00			
	Sidewalk Repairs	\$7,500.00			
	Parking Lot Striping and numbering	\$7,500.00			
		\$47,500.00			
Greenheck Fieldhouse	Curbing Repairs	\$7,500.00			
	Greenheck Projects TBD by Fund Balance				
		\$7,500.00			
Twin Oaks	Building Upgrades	\$15,000.00			
	Roofing of cabin	\$15,000.00			
		\$30,000.00			
IDEA School					
		\$0.00			
Community	Administration Building				
	Sports Performance & Recreation Center				
		\$0.00			
	Running Total	\$1,119,200.00			

D.C. Everest Capital Projects 2023-2024

Location	Project	Cost	Notes	PO #	Notes
District/Facilities	14 vacuums	\$7,700.00	14 at \$550 - 1 ea per school		
	District Roofing Maintenance	\$400,000.00			
	Asphalt Replacement	\$75,000.00			
	Lawn Mower Replacement	\$40,000.00			
		\$522,700.00			
Rothschild	Hand Dryers	\$4,500.00			
	Stripe and Crack Fill Parking	\$10,000.00			
		\$14,500.00			
Riverside	Hand Dryers	\$4,500.00			
	Windows	\$40,000.00			
		\$44,500.00			
Weston	Carpet Replacements - 6 Rooms	\$24,000.00			
		\$24,000.00			
Mountain Bay	Carpet Replacements - 6 Rooms	\$24,000.00			
	Learing Space Furniture	\$25,000.00			
		\$49,000.00			
Evergreen	Carpet Replacements - 6 Rooms	\$24,000.00			
	Windows	\$40,000.00			
	Playground Equipment	\$50,000.00			
		\$114,000.00			
Hatley	Learing Space Furniture	\$25,000.00			
	Carpet Replacements - 6 Rooms	\$24,000.00			
		\$49,000.00			
Middle School	Carpet Replacements - 6 Rooms	\$24,000.00			
	Soccer Field Repairs	\$45,000.00			
		\$69,000.00			
Junior High School	Stripe and Crack Fill Parking	\$10,000.00			
	General upgrades to the Stadium	\$20,000.00			
		\$30,000.00			
Senior High School	Locker Room Locker Replacement 1of 4	\$45,000.00			
	Hand Dryers	\$4,500.00			
	Stripe and Crack Fill Parking	\$10,000.00			
		\$59,500.00			
Greenheck Fieldhouse	Zamboni	\$100,000.00			
	Greenheck Projects TBD by Fund Balance				
		\$100,000.00			
Twin Oaks	Facility Upgrades	\$15,000.00			
	Roofing of cabin #2	\$15,000.00			
		\$30,000.00			
IDEA School	Hand Dryers	\$4,500.00			
	Learing Space Furniture	\$25,000.00			
		\$29,500.00			
Community	Early Evergreens				
	Sports Performance & Recreation Center				
		\$0.00			
	Running Total	\$1,135,700.00			



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

Matthew A. Spets
Assistant Superintendent

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

DATE September 15, 2021
TO Dr. Kristine Gilmore, Superintendent
FROM Matt Spets, Assistant Superintendent
RE 2022 Insurance Benefits

Summary

This memo includes a recommendation, context and supporting data related to the D.C. Everest Area School District’s insurance benefits for calendar year 2022.

Recommendation

I recommend the Board approve the health, dental, and vision renewals as presented.

Health Insurance

Security Health Plan is our current provider. We received the details of their renewal quote on August 9, 2021. On August 13, 2021, M3 (our insurance broker) provided savings projections on the aspects of the possible plan options we discussed during our meeting.

Current State of Health Insurance

- ↑ Security Health Plan offered a 11.3% rate increase for the 2022 renewal.
- ↑ This represents an increase of \$606,711 to the District in the current fiscal year.
- ↑ This is actually a deal based on our data.

From May 2020 - April 2021 our claims increased by \$1.9 million.
 Our loss ratio from January 2020 - December 2021 was 107.5%.
 Our usage variance is the diagnostic congenital anomalies: 27 members \$1 million.
 Our average rx cost is up 33% (\$174 vs. \$133)
 Regional benchmark study suggests the renewal should be 13.37%.
 The industry believes the medical inflation factor will be 6.43% next year.

- ↑ DCE has 599 employees or retirees and 1,752 members on the plan.

↑ 46% of our costs were at Aspirus and 25% were at Marshfield.

↑ 1,204 or 69% of our members used insurance.

Recommended Pathway

The pathway includes three plan options - providing more employee choice. In addition, providing a lower cost health insurance option and an incentivized opt-out will provide more access for employees while enhancing the long term, fiscal sustainability of the entire suite of benefits. As such, this pathway is a critical action step supporting both Board goal areas of *Great Place to Work* and *Great Community*.

Health Insurance Options

Option	Coverage	Network	EE Cost	DCE Cost	Impact	Predicted Enrollees
Plan A	Current Plan \$2,800 / \$5,600	HMO	5% Premium Share	\$1,841.27 (F) \$748.48 (S))	*Savings of \$289,340	65%
Plan B	Current Plan \$2,800 / \$5,600	SimplyOne (Marshfield)	\$0	\$1,547.76 (F) \$629.17 (S)		35%
Cash-in-Lieu Waiver	NA	NA	NA	\$400 / Month	*Investment of \$54,459	141

** Savings and investment assumptions are estimates only.*

Plan A

This is our current plan with a slightly reduced network. This represents only an 8.49% increase before we further reduce costs to the taxpayer by utilizing the 5% premium share. Essentially, this plan option represents a “buy-up” for employees who prefer to do so.

Plan B

This is our current plan with a narrow network. Based on the family rate - this option represents over a 22% savings to the taxpayer. The network is only Marshfield Clinic and employees selecting this option would not pay any share of premium. .

Cash-in-Lieu Waiver

Offering cash-in-lieu is a flexible benefit option that matches an employee’s unique life circumstance. Several area districts offer this as well as many across the State. We currently employ 40 married couples and 2 teachers under 26 that waive health insurance. A total of 122 benefit eligible employees that waive health insurance. However, this calculates to an actual fte of 101. If everyone we know of selected this

option, the maximum investment would be \$484,000. However, there is reason to believe that a significant number of employees who take our insurance will waive it. The model could look like this:

101 FTE +\$484,000	
20 FTE Waive Family Coverage = (20 x \$22,095.26 - 20 x \$4,800) =	<u>\$345,905.20</u>
20 FTE Waive Single Coverage = (20 x \$8,981.83 - 20 x \$4,800) =	<u>\$83,636.60</u>

Essentially, if 20 employees currently taking family coverage and 20 employees currently taking single coverage waive for cash-in-lieu, the investment in the full cash-in-lieu for those automatically eligible is close to a wash. The savings equal **\$429,541.80.**

The gain is substantial more choice (*Great Place to Work*) and a foundation to educate more employees to select more cost effective options for the district that still provide great benefits.

Other supporting factors for the pathway:

The SimplyOne benefit is cheaper for employees that have to pay prorated premiums. Access to benefits will increase for those that make the least amount of salary/wage.

Dental Insurance

Our self-funded dental insurance benefit has out-performed for a long time. The District has provided a great benefit at a low cost to the employee and tax payer. After analysis completed by Emily Seehafer, Director of Finance, it was found we run on an over 10% cushion. M3 verified our findings and recommended we enhance the dental benefit for employees at no additional cost.

Starting January 1, 2022, our current dental coverage will include the following two enhancements:

- **CheckUp Plus** - This means the benefit for diagnostic and preventive services would not be taken from the members annual maximum.
- **Posterior Composites** - In the words of M3, this enhancement is, “Imperative to providing the best member experience and reducing excess out of pocket costs on a highly utilized procedure.”

Vision Insurance

Our vision rates will increase slightly. The current rates, renewal rates, and percentage changes for single and family coverages are provided, below.

<u>Coverage Type</u>	<u>Current Rate</u>	<u>Renewal Rate</u>	<u>Change</u>
Single Coverage (employee, 1 Party)	\$4.71	\$4.94	4.88%
Family Coverage (employee and spouse, 2 Party)	\$11.73	\$12.30	4.86%
Family Coverage (employee and child(ren))	\$11.73	\$12.30	4.86%
Family Coverage (full family, 3+ Party)	\$11.73	\$12.30	4.86%

Next Steps

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We have scheduled presentations with question and answer sessions at each of our buildings over the next three weeks. I will facilitate and two or more team members from Human Resources and/or the Finance Department will accompany me to support the goal of providing the most transparent and helpful information to our Evergreen colleagues.

Fall Compensation Building Meetings will begin on *September 21, 2021* and run through *October 5, 2021*.

Starting November 1, 2021, our benefit open enrollment period will open.

The new insurance benefit plan options begin January 1, 2022.



D.C. Everest Area School District

1699 Schofield Avenue, Suite 300
Schofield, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

MISSION STATEMENT

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of an ever-changing global society.

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To: Dr. Kristine Gilmore, Superintendent
School Board

From: Dr. Kim Hall, Director of Human Resources

Date: September 8, 2021

Subject: Re-establishment of Employees First COVID-19 Leave

The Board previously approved our own D.C. Everest version of COVID leave called Employees First COVID-19 Leave to meet the individual needs of our employees. The leave was in place after the original Families First Coronavirus Response Act (FFCRA) expired and prior to ARPA leave being implemented. The current ARPA leave is set to expire on September 30, 2021.

Because the current leave is expiring in the near future, and in-line with the Board goal of *great place to work*, I am recommending the Board reset COVID leave eligibility for employees. The reset I am recommending is for a five (5) day allotment of Employees First Leave starting October 1, 2021, through December 31, 2021.

An employee's leave is eligible if it meets one or more of the following criteria:

- Employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19
- Employee has been advised by a health care provider to self-quarantine related to COVID-19
- Employee is experiencing COVID-19 symptoms and is seeking a medical diagnosis or COVID-19 test
- Employee is awaiting the results of such a medical diagnosis or test after being exposed to COVID-19 or the employer has requested such a test or diagnosis
- Employee is receiving a COVID-19 vaccine
- Employee is recovering from side effects of the COVID-19 vaccine
- Employee is caring for an individual subject to a Federal, State, or local quarantine or isolation order related to COVID-19
- Employee is caring for an individual that has been advised by a health care provider to self-quarantine related to COVID-19
- Employee is caring for their child whose school, place of care, or child care provider is closed or unavailable due to COVID-19
- Employee is experiencing a substantially similar condition specified by the Department of Health and Human Services

RECOMMENDATION: The Board reset COVID leave eligibility for employees to a five (5) day allotment of Employees First Leave starting October 1, 2021, through December 31, 2021.



***A Culture of Excellence:
A Positive Place to Learn and Work***

EMPLOYEE HANDBOOK

If any provision of this *Employee Handbook*, or addendum thereto, is held to be invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any sections, or addendum thereto, should be restrained by such tribunal, the remainder of this *Employee Handbook* shall not be affected thereby.

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Employee Acknowledgment

D.C. Everest Area School District employees must acknowledge the District's *Employee Handbook* online through **Skyward™**. New District employees will acknowledge the *Employee Handbook* as part of their New Employee Orientation paperwork. The *Employee Handbook* is always available to employees on the [DCE Staff Intranet](#).

General Provisions Applicable to All Employees

Preamble and Definitions

About this Handbook

- A. **Employees Covered:** This *Employee Handbook* is provided as a reference document for the **D.C. EVEREST AREA SCHOOL DISTRICT**s (hereinafter referred to as "District") employees.
- B. **Disclaimer:** The contents of this *Employee Handbook* are presented as a matter of information only. The plans, policies, and procedures described are not conditions of employment. The District reserves the right to modify, revoke, suspend, terminate, or change any or all such plans, policies, or procedures, in whole or in part, at any time with or without notice. The language, which appears in this *Employee Handbook*, is not intended to create, nor is it to be construed to constitute, a contract between the District and any one or all of its employees or a guarantee of continued employment. Notwithstanding any provisions of this *Employee Handbook*, employment may be terminated at any time, with or without cause, except as explicitly provided for in any other pertinent section of this *Employee Handbook* or individual contract.

This *Employee Handbook* is intended to provide employees with information regarding policies, procedures, ethics, and expectations of the District; however, this *Employee Handbook* should not be considered all-inclusive. Copies of Board Policies and Administrative Guidelines are available on the District website at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public> and at the Superintendent's office. It is important that each employee is aware of the policies and procedures related to his/her position. The rights and obligations of all employees are governed by all applicable laws and regulations, including, but not limited by enumeration to the following: Federal laws and regulations, the laws of the State of Wisconsin, Wisconsin State Administrative Code, and the policies of the D.C. Everest School Board.

Definitions

- A. **Administrative Employees:** "Administrative Employees" are defined as persons who are required to have a contract under § 118.24, Wis. Stats. and other supervisory administrative personnel designated by the District.
- B. **Casual Employees:** "Casual Employees" are defined as persons who are not scheduled to work on a regular basis and/or a student employee.
- C. **Discipline:** Any discipline taken by the District will be related to the frequency and seriousness of the issue and is not limited to but may include the following: coaching, verbal or written warning, employee assistance referral, suspension (with or without pay), and termination.
- D. **Regular Employees:** "Regular Employees" are defined as employees whom the District considers continuously employed. These employees are employed either year-round or during the school year.
- E. **Seasonal/Summer School Employees:** "Seasonal employees" are those employees who are hired for a specific period of time usually related to the seasonal needs of the District. A "summer school employee" is defined as an employee who is hired to work for the District during the summer school session. "Summer school session" is defined as the supplemental educational program offered for District students pursuant to Department of Public Instruction rules and regulations.
 - 1. If seasonal/summer school session employment is available, the District may offer seasonal/summer school employment to the applicable qualified regular employees. The District is free to use external employees to perform such work.
 - 2. The terms and conditions of employment for seasonal/summer school session shall be established by the District at the time of hire. Unless specifically determined by the District at the time of hire, work performed by a regular employee during a seasonal or summer

school session shall not be used to determine eligibility or contribution for any benefits, length of service or wage/salary levels. An exception to this guideline is School Nutrition employees.

- F. Substitute/Temporary Employees: "Substitute/Temporary Employees" are defined as persons hired to replace a regular employee during a regular employee's absence as needed, on an on-call basis, or for a specific project for a specific length of time. A substitute/temporary employee has no expectation of continued employment or benefits.
- G. Supervisor: The District will identify the individual employee's supervisor on the employee's job description.
- H. Teachers: "Teachers" are defined as persons hired under a contract under § 118.22, Wis. Stats.
- I. Termination: "Termination" is defined as an involuntary discharge involving the dismissal of an employee, usually for some infraction of the rules or policies of the District, abandonment of the position, incompetence or other reason deemed sufficient by the Board and/or its designee. Termination results in involuntary separation and with prejudice to the employee. A termination will result in the loss of length of service and other employment benefits. For the purposes of this document, termination shall not include, for instance, voluntary retirement, voluntary resignation, nonrenewal of contract under § 118.22, Wis. Stats. or § 118.24, Wis. Stats., separation from employment as a result of a reduction in force, or a non-reappointment of an extra-curricular assignment.
- J. Workplace Safety Definition for Grievance Procedure: In accordance with relevant state law, the grievance procedure established by the District permits employees to file grievances over workplace safety.

General Personnel Policies

This *Employee Handbook* is subservient to, and does not supersede the provisions set forth in Board Policies at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Employment Law

Employment of Minors

No one under eighteen (18) years of age will be employed without providing proper proof of his or her age. Minors will be employed only in accordance with state and federal laws and District policies.

Nondiscrimination and Equal Employment Opportunity

The District does not discriminate on the basis of the Protected Classes of race, color, national origin, age, sex (including transgender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or nonuse of lawful products off the District's premises during nonworking hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other characteristic protected by law in its employment practices. See *Policies 1422, 3122, and 4122* at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Reasonable accommodations shall be made for qualified individuals with a disability. A reasonable accommodation is a change or adjustment to job duties or work environment that permits a qualified applicant or employee with a disability to perform the essential functions of a position or enjoy the benefits and privileges of employment compared to those enjoyed by employees without disabilities.

Requests for accommodations under the Americans with Disabilities Act (ADA) and/or under the Wisconsin Fair Employment Act (WFEA) from employees must be made in writing in accordance with Board Policy. See *Policies 1623, 3123, 4123* at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Equal Opportunity Complaints

The District encourages informal resolution of complaints under this policy. A formal complaint resolution procedure is available, to address allegations of violations of the policy. See *Policies 1422, 3122, and 4122* at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Fair Labor Standards Act (FLSA)

Immigration Reform and Control Act of 1986

See Administrative Guideline 3111B and 4111B at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public> and the USCIS website at <https://www.uscis.gov/i-9>.

Nondiscrimination on the Basis of Sex in Education Programs or Activities

See Policy 2266 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Notice of Privacy Practices

Effective date April 4, 2004

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

The D.C. Everest Area School District Group Medical Plan (the "Plan"), which includes medical, dental, and FSA coverages offered under the D.C. Everest Area School District Plans, are required by law (under the Administrative Simplification provision of the Health Insurance Portability and Accountability Act of 1996 (HIPAA's privacy rule) to take reasonable steps to ensure the privacy of your personally identifiable health information. This Notice is being provided to inform you of the policies and procedures D.C. Everest Area School District has implemented and your rights under them, as well as under HIPAA. These policies are meant to prevent any unnecessary disclosure of your health information.

Use and Disclosure of Your Health Information by the Plan that Do Not Require Your Authorization:

The plan may use or disclose your health information (that is protected health information [PHI], as defined by HIPAA's privacy rule) for:

1. **Payment and Health Care Operations:**

In order to make coverage determinations and payment (including, but not limited to, billing, claims management, subrogation, and plan reimbursement). For example, the Plan may provide information regarding your coverage or health care treatment to other health plans to coordinate payment of benefits. Your health information may also be used or disclosed in order for the Plan to carry out its own operations regarding the administration of the Plan and provide coverage and services to the Plan's participants. For example, the Plan may use your health information to project future benefit costs, to determine premiums, conduct or arrange for case management or medical review, for internal grievances, for auditing purposes, business planning, and management activities such as planning related analysis, or to contract for stop-loss coverage. Pursuant to the Genetic Information Non-Discrimination Act (GINA), the Plan does not use or disclose genetic information for underwriting purposes.

2. **Disclosure to the Plan Sponsor:** As required, in order to administer benefits under the Plan. The Plan may also provide health information to the plan sponsor to allow the plan sponsor to solicit premium bids from health insurers, to modify the Plan, or to amend the Plan.

3. **Requirements of Law:**

When required to do so by any federal, state, or local law.

4. **Health Oversight Activities:**

To a health oversight agency for activities such as audits, investigations, inspections, licensure, and other proceedings related to the oversight of the health plan.

5. **Threats to Health or Safety:**

As required by law, to public health authorities if the Plan, in good faith, believe the disclosure is necessary to prevent or lessen a serious or imminent threat to your health or safety or to the health and safety of the public.

6. **Judicial and Administrative Proceedings:**

In the course of any administrative or judicial proceeding in response to an order from a court of administrative tribunal, in response to a subpoena, discovery request, or other similar process. The Plan will make a good faith attempt to provide written notice to you to allow you to raise an objection.

7. **Law Enforcement Purposes:**

To a law enforcement official for certain enforcement purposes, including, but not limited to, the purpose of identifying or locating a suspect, fugitive, material witness, or missing person.

8. **Coroners, Medical Examiners, or Funeral Directors:**

For the purpose of identifying a deceased person, determining a cause of death or other duties as authorized by law.

9. **Organ or Tissue Donation:**

If you are an organ or tissue donor, for purposes related to that donation.

10. **Specified Government Functions:**

For military, national security and intelligence activities, protective services, and correctional institutions and inmates.

11. **Workers' Compensation:**

As necessary to comply with Workers' Compensation or other similar programs.

12. **Distribution of Health Related Benefits and Services:**

To provide information to you on health-related benefits and services that may be of interest to you.

Use and Disclosure of Your Health Information by the Plan that Does Require Your Authorization: Other than as listed above, the Plan will not use or disclose without your written authorization. You may revoke your authorization in writing at any time, and the Plan will no longer be able to use or disclose the health information. However, the Plan will not be able to take back any disclosures already made in accordance with the Authorization prior to its revocation.

Your Rights with Respect to Your Health Information: You have the following rights under the Plan's policies and procedures, and as required by HIPAA's privacy rule:

Right to Request Restrictions on Uses and Disclosures: You may request the Plan to restrict uses and disclosures of your health information. The Plan will accommodate reasonable requests; however, it is not required to agree to the request. If you wish to request a restriction, please send it in writing to HIPAA Privacy Officer, at D.C. Everest Area School District, 1699 Schofield Avenue, Suite 300, Schofield, WI 54476, 715.359.4221.

Right to Inspect and Copy Your Health Information: You may inspect and obtain a copy of your health information the Plan maintains. The requested information will be provided within 30 days if the information is maintained on site or within 60 days if the information is maintained offsite. A single 30-day extension is allowed if the Plan is unable to comply with the deadline. A written request must be provided to HIPAA Privacy Officer at D.C. Everest Area School District, 1699 Schofield Avenue, Suite 300, Schofield, WI 54476, 715.359.4221. If you request a copy of your health information, the Plan may charge a reasonable fee for copying, assembling costs, and postage, if applicable, associated with your request.

Right to Amend Your Health Information: You may request the Plan to amend your health information if you feel that it is incorrect or incomplete. The Plan has 60 days after the request is made to make the amendment. A single 30-day extension is allowed if the Plan is unable to comply with the deadline. A written request must be provided to HIPAA Privacy Officer at D.C. Everest Area School District, 1699 Schofield Avenue, Suite 300, Schofield, WI 54476, 715.359.4221. Your request may be denied in whole or in part, and, if so, the Plan will provide you with a written explanation of the denial.

Right to an Accounting of Disclosures: You may request a list of disclosures made by the Plan of your health information during the six years prior to your request (or for a specified shorter period of time), however, the list will not include disclosures made: (1) to carry out treatment, payment, or health care options; (2) disclosures made prior to April 14th, 2004; (3) to individuals about their own health information; and (4) disclosures for which you provided a valid authorization.

A request for an accounting form must be used to make the request and can be obtained by contacting your HIPAA Privacy Officer at D.C. Everest Area School District, 1699 Schofield Avenue, Suite 300, Schofield, WI 54476, 715.359.4221. The accounting will be provided within 60 days from your submission of the request form. An additional 30 days is allowed if this deadline cannot be met.

Right to Receive Confidential Communications: You may request that the Plan communicate with you about your health information in a certain way or at a certain location if you feel the disclosure could endanger you. You must provide the request in writing to your HIPAA Privacy Officer at D.C. Everest Area School District, 1699 Schofield Avenue, Suite 300, Schofield, WI 54476, 715.359.4221. The Plan will attempt to honor all reasonable requests.

Right to a Paper Copy of This Notice: You may request a paper copy of this Notice at any time, even if you have agreed to receive this Notice electronically. Please contact your HIPAA Privacy Officer at D.C. Everest Area School District, 1699 Schofield Avenue, Suite 300, Schofield, WI, 715.359.4221 to make this request.

The Plan's Duties: The Plan is required by law to maintain the privacy of your health information as related in this Notice and to provide this Notice to you of its duties and privacy practices. The Plan is required to abide by the terms of this Notice, which may be amended from time to time. The Plan reserves the right to change the terms of this Notice and to make the new Notice provisions effective for all health information that it maintains.

Complains and Contact Person: If you wish to exercise your rights under this Notice, communicate with the Plan about its privacy policies and procedures, or file a complaint with the Plan, please contact the HIPAA Contact Person, at D.C. Everest Area School District, 1699 Schofield Avenue, Suite 300, Schofield, WI 54476, 715.359.4221. You may also file a complaint with the Secretary of Health and Human Services if you believe your privacy rights have been violated.

Any questions/concerns should be directed to the HIPAA Privacy Officer, at D.C. Everest Area School District, 1699 Schofield Avenue, Suite 300, Schofield, WI 54476, 715.359.4221

General Employment Practices and Expectations

Professional Expectations

Employees are expected to conduct themselves professionally. The purpose of doing so is to ensure high quality learning experiences and outcomes for students in their care, as well as an overall professional environment. Examples of professional conduct include, but are not limited to:

- Treating students, parents, and all work colleagues with respect and dignity.
- Dressing professionally. See *Policies 3216 and 4216* at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.
- Staying current in your work assignment by actively engaging in professional development activities in and/or out of the District.
- Representing the District in a positive fashion in community venues.

Teachers' professional conduct also includes:

- Attending/participating in scheduled meetings as requested (examples include, but are not limited to IEP meetings and faculty meetings).
- Attending/participating in scheduled school/District events as requested (examples include, but are not limited to parent/teacher conferences, parent open houses, student back-to-school orientations, extra-curricular activities, and graduation ceremonies).

It is recognized that professionalism is a mutually beneficial relationship. Hence, employees can expect to be consulted regarding matters affecting their daily work and treated with respect and dignity by administration.

The following delineation of employment practices is for informational purposes and is not intended to be an exhaustive list of all employment expectations that may be found in other applicable Board Policies, work rules, job descriptions, terms of this *Employee Handbook* and legal obligations.

Job Postings

When the District deems it necessary to post a vacancy within the District, a notice will be emailed to staff, as well as advertised as needed. See *Policies 3132 and 4132* at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Hiring

Applications for all open positions will be submitted online via the District's application system. The Director of Human Resources shall ensure that an appropriate team will screen and interview applicants selected for the interview process. Only application materials submitted in the online application will be accepted (application materials sent outside of the application will not be considered part of the application). While the online application system is strongly preferred for Custodial and School Nutrition applications, paper applications are also accepted.

Qualifications

Candidates must have the necessary training and skills as required to successfully carry out the requirements of the assignment.

Duties

The duties and responsibilities of all employees will be in their written job description. Each employee shall discuss with their immediate supervisor the exact assignment and performance expected. Copies of all job descriptions shall be on file in the Human Resources Department and shall be revised from time to time as deemed necessary. See *Policies 1400, 3120.01, and 4120.01* at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Attendance

The District expects employees to make every effort to be present for work. Employees are expected to adhere to their assigned schedule. In order for the schools to operate effectively, employees are expected to perform all assigned duties and work scheduled hours during each workday, unless the employee has an approved absence. Meal periods may only be taken during times designated by the employee's supervisor/building administrator.

Employees who are unable to report to work shall follow the applicable procedures in **Skyward™** for reporting their absence. The District will monitor attendance and absence patterns. Inaccurate reporting of time worked will be investigated and may result in disciplinary action, up to and including termination.

Staff Bulletin Boards

The District shall provide a bulletin board as a limited forum for employees to post professional development information and other apolitical literature that is directly connected to employment at the District and is consistent with Board Policy and applicable law. If a collective bargaining unit exists, the Association will be allowed to post items on the bulletin board subject to the restrictions set forth herein and as amended by the applicable collective bargaining agreement. All distributed and posted materials shall always be professional in approach, shall not contain any derogatory comments about staff, parents, students, or board members and shall not be in contravention of any Board Policy or law. The Building Administrator will be provided a copy of all posted material at the time of the posting. The District Administrator and/or his/her designee shall be allowed to remove material from the bulletin board(s) at his/her discretion.

Child Abuse and Neglect Reporting

See Policy 8462 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Threats of Violence Reporting

See Policy 8462.01 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Anonymous Reporting Hotline

The District has contracted with Lighthouse Services, Inc. for an anonymous reporting hotline.

The purpose of the hotline is for reporting fraud, unlawful, unethical and other types of improper behavior. The hotline is NOT a substitute for routine communications within our organization between associates and their supervisors and managers, particularly as to workplace duties. Likewise, it does not replace communications with Human Resources staff about benefit issues or other job-related issues. This hotline is an additional communication tool for specific types of situations and it is provided because we believe that it is a good business practice to do so. Regular business matters that do not require anonymity should be directed to the employee's supervisor or the Human Resources Department and should not be submitted using this service.

Additional information is on the [DCE Staff Intranet](#).

Employee Anti-Harassment

See Policies 1662, 3362, 4362 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Communication

District employees are expected to abide by the following rules when using information technology and communication resources. See Policy 7540.04 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public> and the Staff Acceptable Use Agreement for Technology Resource.

A. *Electronic Communications:*

1. Electronic communications are protected by the same laws and policies and are subject to the same limitations as other types of media. When creating, using or storing messages on the network, the user should consider both the personal ramifications and the impact on the District should the messages be disclosed or released to other parties. Extreme caution should be used when committing confidential information to the electronic messages, as confidentiality cannot be guaranteed.
2. The District may review email logs and/or messages at its discretion. Because all computer hardware, digital communication devices and software belong to the District, users have no reasonable expectation of privacy, including the use of email, text-messages and other forms of digital communications, e.g. voicemail, Twitter™, Facebook™, etc. The use of the District's technology and electronic resources is a privilege which may be revoked at any time.

3. Electronic mail transmissions and other use of the District's electronic communications systems or devices by employees shall not be considered confidential and may be monitored at any time by designated District staff to ensure appropriate use. This monitoring may include, but is not limited by enumeration to, activity logging, virus scanning, and content scanning. External electronic storage devices are subject to monitoring if used with District resources.
- B. *User Responsibilities*: The following standards will apply to all users (students and employees) of the network/internet:
1. The user in whose name a system account is issued will be responsible at all times for its proper use. Users may not access another person's account without written permission from an administrator or immediate supervisor.
 2. The system may not be used for illegal purposes, in support of illegal activities, or for any other activity prohibited by Board Policy.
 3. Users may not redistribute copyrighted programs or data without the written permission of the copyright holder or designee. Such permission must be specified in the document or must be obtained directly from the copyright holder or designee in accordance with applicable copyright laws, Board Policy, and administrative regulations.
 4. A user must not knowingly attempt to access educationally inappropriate material. If a user accidentally reaches such material, the user must immediately back out of the area on the Internet containing inappropriate material. The user must then notify the network administrator and/or immediate supervisor of the website address that should be blocked by the filtering software.
 5. A user may not disable internet-tracking software or implement a private browsing feature on District computers or networks. Browsing history shall only be deleted by authorized staff or in accordance with the District's technology department's directives.

- C. *Electronic Communications with Students*: Employees are prohibited from communicating through electronic media with students who are enrolled in the District, except as set forth in Section D. An employee is not subject to this prohibition if the employee has a pre-existing social or family relationship with the student. For example, an employee may have a pre-existing relationship with a niece or nephew, a student who is the child of an adult friend, a student who is a friend of the employee's child, or a member or participant in the same civic, social, recreational, or religious organization.

The following definitions apply for purposes of this section on Electronic Communication with Students:

"Authorized Personnel" includes classroom teachers, counselors, principals, assistant principals, directors of instruction, coaches, campus athletic coordinators, athletic trainers, and any other employee designated in writing by the Superintendent or a building principal.

"Communicate" means to convey information and includes a one-way communication as well as a dialogue between two or more people. A public communication by an employee that is not targeted at students (e.g., a posting on the employee's personal social network page or a blog) is not a communication; however, the employee may be subject to District regulations on personal electronic communications. Unsolicited contact from a student through electronic means is not a communication.

"Electronic media" includes all forms of media, such as, but not limited by enumeration to, the following: text messaging, instant messaging, electronic mail (email), web logs (blogs), electronic forums (chat rooms), video sharing websites (e.g., YouTube™), editorial comments posted on the Internet, and social network sites (e.g., Facebook™, Myspace™, Twitter™, LinkedIn™), and all forms of telecommunication such as landlines, cell phones, and web-based applications.

- D. *Limited Electronic Communication with Students*: Authorized Personnel may communicate through electronic media with students who are currently enrolled in the District only within the following guidelines:
1. The employee shall limit communications to matters within the scope of the employee's professional responsibilities (e.g., for classroom teachers, matters relating to class work, homework, tests and/or District-sponsored extra-curricular activities).

2. If an employee receives an unsolicited electronic contact from a student that is not within the employee's professional responsibilities (e.g., for classroom teachers, matters relating to class work, homework, tests and/or District-sponsored extra-curricular activities), the employee shall not respond to the student using any electronic media except to address a health or safety emergency.
 3. The employee is prohibited from communicating with students through a personal social network page, unless the employee has a pre-existing social or family relationship with the student as listed in C above.
 4. The employee must create a separate social network page ("professional page") for communicating with students through a social network. The employee must enable administration and parents to access the employee's professional page.
 5. Only a teacher, coach, trainer, or other employee who has an extracurricular duty may communicate with students through text messaging. The employee may communicate only with students who participate in the extracurricular activity over which the employee has responsibility.
 6. Upon request from the administration, an employee will provide the phone number(s), social network site(s), or other information regarding the method(s) of electronic media the employee uses to communicate with students.
- E. *Retention of Electronic Communications and other Electronic Media*: The District archives all non-spam emails sent and/or received on the system in accordance with the District's adopted record retention schedule. After the set time has elapsed, email communications may be discarded unless the records may be relevant to any pending litigation, pending public records request, or other good cause exists for retaining email records.
- F. *Electronic Recording*: Employees shall not electronically record by audio, video, or other means, any conversations or meetings unless each and every person present has been notified and consents to being electronically recorded. Persons wishing to record a meeting must obtain consent from anyone arriving late to any such meeting. Employees shall not electronically record telephone conversations unless all persons participating in the telephone conversation have consented to be electronically recorded. These provisions are not intended to limit or restrict electronic recording of publicly posted Board meetings, grievance hearings, and any other Board sanctioned meeting recorded in accordance with Board policy. These provisions are not intended to limit or restrict electronic recordings involving authorized investigations conducted by District personnel, or authorized agents of the District, or electronic recordings that are authorized by the District, e.g. surveillance videos, extracurricular activities, voicemail recordings.
- G. *Compliance with Federal, State and Local Law*: For all electronic media, employees are subject to certain state and federal laws, local policies, and administrative regulations, even when communicating regarding personal and private matters, regardless of whether the employee is using private or public equipment, on or off District property. These restrictions include:
1. Confidentiality of student records. See *Policy 8330* at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.
 2. Confidentiality of other District records, including educator evaluations, credit card numbers, and private email addresses. See *Policy 8320* at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.
 3. Confidentiality of health or personnel information concerning colleagues, unless disclosure serves lawful professional purposes or is required by law.
 4. Prohibition against harming others by knowingly making false statements about a colleague or the District.
 5. Prohibitions against soliciting or engaging in sexual conduct or a romantic relationship with a student.
- H. Upon written request from a parent, the employee shall discontinue communicating with the parent's minor student through email, text messaging, instant messaging, or any other form of one-to-one communication.

- I. *Personal Web Pages*: Employees may not misrepresent the District by creating, or posting any content to any personal or non-authorized website that purports to be an official/authorized website of the District. No employee may purport to speak on behalf of the District through any personal or other non-authorized website.
- J. *Disclaimer*: The District's electronic systems are provided on an "as is, as available" basis. The District does not make any warranties, whether expressed or implied, including, without limitation, those of merchantability and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein. The District does not warrant that the functions or services performed by, or that the information or software contained on the system will meet the system user's requirements, or that the system will be uninterrupted or error-free, or that defects will be corrected. Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third-party individuals in the systems are those of the individual or entity and not the District. The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to misuse of the District's electronic communications system.
- K. *District Property*: The District may supply an employee with equipment or supplies to assist the employee in performing his/her job duties. All employees are expected to show reasonable care for any equipment issued and to take precautions against theft. Employees cannot take District property for personal use or gain. Any equipment, unused supplies, or keys issued must be returned prior to the employee's last day of employment.

Drug-, Alcohol-, and Tobacco-Free Workplace

See Policies 3122.01, 4122.01, 3215, 4215, 7434 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

The District seeks to provide a safe drug-free workplace for all of its employees.

- A. *Drugs and Alcohol*: The manufacture, distribution, dispensation, possession, use of or presence under the influence of alcohol, inhalants, controlled substances or substances represented to be such, or unauthorized prescription medication, is prohibited on school premises or at school activities. The District will not condone the involvement of any employee with illicit drugs, even where the employee is not on District premises or while responsible for chaperoning students on school-sponsored trips. Any employee who possesses, uses, or distributes any illicit drug or alcoholic beverage on school premises, or while responsible for chaperoning students on a school-sponsored trip may be disciplined, up to and including discharge. All school employees shall cooperate with law enforcement agencies in investigations concerning any violation of this provision.
- B. *Tobacco Products*: Employees shall not use tobacco or nicotine products (with the exception of tobacco cessation products) on District premises, in District vehicles, or in the presence of students at school or school-related activities. Employees who violate this policy will be subject to disciplinary action, up to and including termination from employment. § 120.12(20), Wis. Stats.
- C. *Reasonable Suspicion Testing*: All employees shall be required to undergo alcohol and drug testing at any time the District has reasonable suspicion to believe that the employee has violated the District's policy concerning alcohol and/or drugs. Reasonable suspicion alcohol or drug testing may be conducted when there is reasonable suspicion to believe that the employee has used or is using drugs or alcohol prior to reporting for duty, or while on duty, or prior to or while attending any District function on or off District property. The District's determination that reasonable cause exists must be based on specific, contemporaneous, accurate observations concerning the appearance, behavior, speech or body odors of the employee. Two supervisors must make the observations. Refusal to consent to testing will result in disciplinary action, up to and including termination of employment.
- D. *Consequence for Violation*: Employees who violate the District's policies and rules regarding alcohol or drug use shall be subject to disciplinary sanctions. Such sanctions may include referral to drug and alcohol counseling or rehabilitation programs or employee assistance programs, discipline or discharge from employment with the District, and referral to appropriate law enforcement officials for prosecution. [See policies 41 U.S.C. 702(a)(1) (A)]. Compliance with the District's policies and rules is mandatory and is a condition of employment.

- E. **Notification of Conviction:** As a further condition of employment, an employee who is engaged in the performance of a federal grant shall notify the Superintendent of any criminal drug statute conviction for a violation occurring in the workplace no later than three days after such conviction. Within ten days of receiving such notice – from the employee or any other source– the District shall notify the federal granting agency of the conviction. 41 U.S.C. 702(a) (1) (D). After receiving notice from an employee of a conviction for any drug statute violation occurring in the workplace, the District shall either (1) take appropriate personnel action against the employee, up to and including termination of employment, or (2) require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health agency, law enforcement agency, 41 U.S.C. 703 [This notice complies with notice requirements imposed by the federal Drug-Free Workplace Act (41 U.S.C. 702)]
- F. **Employee Assistance Program:** The Employee Assistance Program (EAP) is a voluntary work-site program to assist employees affected by behavioral, medical, or productivity concerns or problems. EAP helps in the prevention, identification, and resolution of work-related or personal problems. Additional information is on the [DCE Staff Intranet](#).

Physical Examination

See Policies 1460, 3160, and 4160 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Employee Identification Badges

The School Board recognizes the importance of providing a safe environment for all District students and staff. To promote a safe environment, the District requires all employees, volunteers, and visitors to wear a District or school-issued identification badge. Identification badges should be displayed in plain view by all employees while carrying out regular employment duties.

Issuing Identification Badges

The District will provide the initial badge, clip, or lanyard to all employees, volunteers, and coaches at no cost to the employee.

Additional or Replacement Badges

Identification badges will be replaced at no cost to the employee when there is a change in employment status upon surrender of the old badge. Identification badges that malfunction without any apparent physical damage to the card will be replaced at no cost to the employee. Identification badges that are lost, stolen, broken, or worn out will be replaced without cost to the employee once every three years.

There shall be a charge of \$10.00 for each identification badge replaced more often than once every three years. Lost or stolen identification badges are to be immediately reported to the Human Resources Department at extension 1225 or 1226, or to the Technology Department at extension 1352 for access security reasons. If lost or stolen, the old identification badge will be de-activated.

Visitors/Volunteers

All visitors/volunteers in school buildings are required to check in to the main office to obtain a Visitor's Identification Badge.

Licensure/Certification

Each employee who is required to be licensed or certified by law must provide Human Resources with a copy of the current license or certificate to be maintained in his or her personnel file. Employees are expected to know the expiration date of their license/certification and meet the requirements for re-licensure or certification. See Policy 3120 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Payroll

Payroll Cycle

Employees will be paid bi-weekly by direct deposit.

Direct Deposit Payment Method

All employees are required to receive their payroll check via direct deposit. Check history is available in **Skyward™**. Direct deposit account changes may be made after giving thirty (30) calendar days' notice in writing to the Payroll department.

Overtime

Non-exempt employees will be paid at time and one-half the regular rate of pay for all hours worked in excess of 40 hours in the workweek.

Time Cards or other Form of Electronic Tracking of Hours Worked

Time cards or an electronic time card system shall be used by all non-exempt employees. Employees will punch in only at such time as they are fully prepared to begin work. Employees are responsible for their own time cards and shall not punch in or out for any other employee. If an employee leaves the premises for any personal reason, the electronic system is to be used to clock in and out.

Mileage Reimbursement

The District shall reimburse employees an amount equal to the Internal Revenue Service (IRS) business travel rate per mile to each employee required by the District to drive his or her personal vehicle during the course of performing duties for the District. Forms to be used to report mileage shall be available electronically and updated by the Business Office when rates change.

Reduction in Force

The Board may reduce staff based on the best interest of the District when necessary. Employees in affected areas will receive notice in accordance with applicable statutory requirements. The District will consider the following factors, including, but not limited to qualifications, job performance, experience, certification, and professionalism.

Workers Compensation

Supervisor Responsibilities

- When employee is injured, follow the most current Workers Compensation Workplace Injury Procedure.
- Assist the Business Office with determining work availability and/or modifications needed for temporary modified duty work.
- Prepare for an injured employee's work modifications by identifying job tasks.
- Assist in monitoring the progress of injured employees during recovery period.

Employee Responsibilities

- Report all injuries, illnesses, and incidents immediately to your supervisor.
- Work with supervisor to report the incident to the insurance company.
- Cooperate with the workers' compensation insurance claims staff, the school District, and treating providers regarding appropriate medical treatment and recovery progress.
- Be available for any transitional duty job assignment appropriate for your abilities during recovery.
- Upon returning to work, provide the Business Office with your medical provider's medical release and any information regarding your recovery process.
- Comply with work restrictions during your recovery process.

Business Office Responsibilities

- Help supervisors and employees fully understand their role and function within our Return-To-Work program and how each will be expected to perform when needed.
- Work with the injured worker's supervisor to find a suitable temporary assignment within his or her recovering functional capabilities and limitations.
- Work closely with the Workers Compensation insurance company.
- Investigate all on-the-job incidents.

Return-To-Work Program

The District has implemented a Return-To-Work program to help ensure that our employees receive the best care on their way to full recovery from work-related injuries. All employees and supervisors are expected to fully participate in all components of the program. Any questions, comments, or concerns about this program or related procedures can be directed to the Business Office.

The District believes that the best approach to controlling incidents and costs is to keep injuries and illnesses from occurring. We are committed to utilizing our resources to provide a safe work environment for everyone. Our employees are our greatest assets and we are committed to providing prompt, high-quality medical care and returning injured workers to productive employment as soon as medically possible.

When incidents do occur, it is in everyone's best interest that injuries are properly managed. We will make every effort to provide a modified transitional work position until the employee is able to resume normal duties. All of our modified work is temporary and intended to facilitate a "return to regular work duties" when medically feasible. These positions may be offered at any location or any department or shift that the District can accommodate.

Any employee who is off because of an excused Workers Compensation situation will be paid from their accumulated sick leave balance for hours not worked during time of injury and recovery, up to the time the accumulated sick leave balance is exhausted. During this same period, any monies reimbursed to the District by the Workers Compensation carrier will be deposited by the District into the appropriate salary account. The dollar amount of the check will then be divided by the employee's current hourly rate, to arrive at the amount of sick leave hours to be credited back to the employee's sick leave accumulated balance. Upon exhaustion of the employee's accumulated sick leave balance, the employee will only be paid directly by the Workers Compensation carrier, and payment from the District will cease, until the employee resumes work.

TTWA (Temporary Transitional Work Assignments) Guidelines

- The District will determine appropriate work hours, shifts, and locations of all Temporary Transitional Work Assignments (TTWA). The District reserves the right to determine the availability and appropriateness of all jobs.
- TTWAs will be reviewed regularly and extended or ended at the discretion of the school District based on workflow needs.
- District supervisors will monitor the employee's recovery progress through regular contact or meetings to reassess when and how often duties may be changed. Upon receipt of increased physical capacities, the supervisor will assess the ability to adjust the TTWA accordingly. All changes to TTWAs will be made after receiving concurrence from the employee's attending physician.
- If the employee is later determined to have a permanent disability, which restricts his/her ability to return to their job at time of injury, the TTWA may end.
- The District will determine whether the worker's physical restrictions require substantial modification to job tasks and whether such modifications are possible.
- To the extent possible, the District will consider work site modifications to allow the injured employee to continue employment.

Conflict Resolution

Problems, misunderstandings and frustrations may arise in the workplace. It is the District's intent to be responsive to its employees and their concerns. Therefore, an employee who is confronted with a problem may use the procedure described below to resolve or clarify his or her concerns.

The purpose of this process is to provide a quick, effective and consistently applied method for an employee to present his or her concerns to management and have those concerns internally resolved.

Step 1: Discussion with Supervisor

- a. Initially, employees should bring their concerns or complaints to their immediate supervisor. If the complaint involves the employee's supervisor, the employee should schedule an appointment with the next level supervisor to discuss the problem that gave rise to the complaint within five working days of the date the incident occurred.
- b. The supervisor should respond in writing to the complaint within five days of the meeting.

Step 2: Written Complaint and Decision

- a. If the discussion with the immediate supervisor does not resolve the problem to the mutual satisfaction of the employee and the supervisor, or if the supervisor does not respond to the complaint, the employee may submit a written complaint to the employee's director/supervisor/department head within five days.
- b. The employee's director/supervisor/department head should forward a copy of the complaint to the superintendent's office.

The submission of the written complaint is due within five working days of the response from the supervisor. The complaint should include:

- The problem and the date when the incident occurred.
 - Suggestions on ways to resolve the problem.
 - A copy of the immediate supervisor's written response or a summary of his or her verbal response and the date when the employee met with the immediate supervisor. If the supervisor provided no response, the complaint should note no response was given.
- c. Upon receipt of the formal complaint, the director/supervisor/department head must schedule a meeting with the employee within five working days to discuss the complaint. Within five working days after the discussion, the director/supervisor/department head should issue a decision both in writing and orally to the employee filing the complaint.

Step 3: Appeal of Decision

- a. If the employee is dissatisfied with the decision of the director/supervisor/department head, the employee may, within five working days, appeal this decision in writing to the superintendent's office.
- b. The superintendent or designee may call a meeting with the parties directly involved to facilitate a resolution. Or the superintendent or designee may refer complaints to a review committee if it believes that the complaint raises serious questions of fact or interpretation of policy. The superintendent or designee may gather further information from involved parties.
- c. The superintendent or designee should issue a decision both in writing and orally to the employee filing the complaint within five days.

Additional Guidance

If an employee fails to appeal from one level to the next level of this procedure within the time limits set forth above, the problem should be considered settled on the basis of the last decision and the problem should not be subject to further consideration.

Because problems are best resolved on an individual basis, the conflict resolution procedure may be initiated only by individual employees and not by groups of employees. All complaints must be made in good faith.

The District reserves the right to impose appropriate disciplinary action for any conduct it considers to be disruptive or inappropriate. The circumstances of each situation may differ, and the level of disciplinary action may also vary, depending on factors such as the nature of the offense, whether it is repeated, the employee's work record and the impact of the conduct on the organization.

No District employee will be subject to retaliation for filing a complaint under this policy.

Grievance Procedure

See Policies 3340 and 4340 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Employee Leave

Sick Leave

See Policies 3432 and 4432 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Leaves of Absence

See Policies 3430 and 4430 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

A leave of absence without compensation for a period of up to one (1) semester or one (1) school year may be considered provided a suitable replacement can be obtained. Request for leave of absence shall be made to the Director of Human Resources by March 1 of the year preceding the year that the leave commences.

Administration may approve up to five (5) days of unpaid leave during a two-year period. All unpaid leave will be subject to the availability of qualified substitutes.

Unrequested Leaves of Absence/Fitness for Duty

See Policies 1461, 3161, and 4161 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Employee Leaves

See Policies 3431 and 4431 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public> for the following:

- Personal/Emergency Leave (Policy 3431 only)
- Volunteer Firefighter, Emergency Medical Technician, First Responder, or Ambulance Driver
- Leave for Voting
- Election Official Leave
- Leave to Testify

Jury Duty Leave

Employees of the District who are selected for jury duty are required to serve according to Wisconsin State Statutes. Employees who are selected for jury duty shall notify their principal/supervisor as soon as possible each time that they are called for possible service.

Staff members who are not placed on the jury shall notify their principal/supervisor and return to their assignment immediately. If a staff member is actually seated on the jury, he or she shall also notify their principal/supervisor. When released from jury duty, employees shall immediately notify their principal/supervisor, return to their work assignment and complete the scheduled work day unless there is less than one (1) hour before the end of their work day. In all cases, the principal/supervisor shall notify the Director of Human Resources.

Compensation arrangements: employees called for jury duty shall be paid their regular earnings. Staff members must submit a check for the amount of jury duty fees (not including travel allowance) to the Business Office within one week after they have been paid by the County or the amount will be deducted from their subsequent check.

See Policies 3431 and 4431 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public> for the fillable Jury Duty – Payment of Fees form.

Bereavement Leave

See Policies 3431 and 4431 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

In case of death in the immediate family of the employee (spouse, child, parent) employees will be granted a maximum of five (5) working days off at the normal rate of pay, exclusive of overtime to attend services and manage detail the week or after the death.

In case of death in the family of parent-in-law, sibling, sibling-in-law, grandparent, grandchild, or a relative with whom the employee lives, employees will be granted a maximum of three (3) working days off at the normal rate of pay, exclusive of overtime, upon notification of their immediate supervisor to attend services and manage details the week of or after the death.

Funeral leave of one (1) day with pay shall be granted to attend the funeral of the employee’s uncle, aunt, niece, nephew, great grandparent, and grandparent-in-law.

This provision shall not be applicable if an employee is on leave-of-absence, paid sick leave or vacation.

Other relatives of the employee or relatives of the employee's spouse, other than those listed above, do not qualify for paid time off. This provision shall not be applicable if an employee is on leave of absence, paid sick leave, or vacation, or the funeral is on the weekend.

Upon advance written approval of the Director of Human Resources, an employee shall be granted reasonable time off with pay up to a maximum of eight (8) hours for pallbearer duties.

The Superintendent may approve additional time off on an individual basis.

Bereavement Leave Table

Current Relationship to Employee (Biological/Adoptive/Step)	Days of Leave
--	----------------------

Spouse	5
Child	5
Parent	5
Parent-in-Law	3
Sibling	3
Sibling-in-Law	3
Grandparent	3
Grandchild	3
Relative with Whom Employee Lives	3
Grandparent-in-Law	1
Great Grandparent	1
Aunt/Uncle	1
Niece/Nephew	1

Organ Donor Leave

See Policies 3431 and 4431 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

The Bone Marrow and Organ Donation Leave Act requires all employers with 50 or more permanent employees must allow employees up to six (6) weeks leave in a 12-month period for the purpose of serving as a bone marrow or organ donor, if the employee provides his or her employer with written verification that the employee is to serve as a bone marrow or organ donor. Leave may be taken only for the period necessary for the employee to undergo the donation procedure and to recover from the procedure.

The law applies only to an employee who has worked for the employer more than 52 consecutive weeks and for at least 1000 hours during that 52-week period.

The law also requires that employees be allowed to substitute paid or unpaid leave provided by the employer for Wisconsin Family and Medical Leave. Please contact Human Resources for further details.

Family Medical Leave

See Policies 3430.01 and 4430.01 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

To request Family and Medical Leave, employees will log in to the District web site at <http://personnel.dce.k12.wi.us/> and go to the Family Medical Leave Act (FMLA) Time Off Request link. Directions for submitting a request for FMLA leave are located there.

Family or Medical Leave Act 1987 Wisconsin Act 187 Section 103.10 Wisconsin Statutes <https://docs.legis.wisconsin.gov/statutes/statutes/103/10/13/b/2>.

Federal Medical Leave Act Pub. of 1993 Public Law 103-3 enacted February 5, 1993 <http://www.dol.gov/whd/fmla/fmlaAmended.htm>.

Nondiscrimination Based on Genetic Information of the Employee

See Policies 1422.02, 3122.02, and 4122.02 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Benefits Applicable to Regular Employees

Insurance Coverage

Contact the Human Resources Department for more specific coverage information. The insurance carrier(s), program(s), and coverages will be selected and determined by the Board.

Cafeteria Plan/Flexible Spending Account

The District will provide an Internal Revenue Service authorized cafeteria plan/flexible spending account [FSA] under applicable sections of the Internal Revenue Code (§ 105, § 106, § 125 and § 129) to eligible employees to permit employees to reduce their salary and contribute to an FSA to cover the following expenses:

- Dependent care flex plan costs (IRC § 129) subject to the limitations set forth in the Internal Revenue Service Code.

- Employees are eligible to participate in a Dependent Care FSA on their date of hire. There is no hourly requirement for the Dependent Care FSA.

Dental Insurance

The Board shall provide dental insurance to regular employees. If both husband and wife are employed by the District, only one employee (the subscriber) will be allowed to carry a family dental plan and cover the spouse under their plan. The spouse that is not the subscriber will not be allowed to carry a single plan.

Vision Insurance

The Board offers employees who work 600 hours per year or more an opportunity to purchase vision insurance. The plan provides benefits for exams, glasses, and contacts. Coverage is available for dependent children until the end of the month in which they reach age twenty-six. This insurance is 100% employee funded.

Health Insurance

The Board shall provide health insurance to eligible employees that are scheduled to work 30 hours or more per week. If both husband and wife are employed by the District, only one employee (the subscriber) will be allowed to carry a family health plan. If both husband and wife qualify for insurance and there are no dependents, each employee has the option to take a single health plan.

Liability Insurance

Employees shall be covered for liability in accordance with the terms of the District's liability insurance policy.

Life Insurance

The Board shall provide Basic life insurance to eligible employees that are scheduled to work over 880 hours a year.

Short-Term Disability

The Board offers employees who work 600 hours or more per year an opportunity to purchase Short Term Disability insurance. This plan provides income protection in the event that the employee is ill or injured and unable to work for a short-term period of time. Benefits under Short Term Disability will be governed by the plan document. Short Term Disability coverage is 100% employee funded with monthly premiums varying by coverage election amounts.

Long-Term Disability

The Board shall provide long-term disability insurance to employees that are scheduled to work over 600 hours a year.

Tax Sheltered Annuities (TSA)/Deferred Compensation

The District provides employees the opportunity to participate in a 403(b) Tax-Sheltered Annuity Plan and/or the Wisconsin Deferred Compensation Plan (457). Plan highlights can be found on the [DCE Staff Intranet](#).

Wisconsin Retirement System (WRS) Contributions

The Board agrees to contribute the employer's share for eligible employees as required by state statute. The employee shall pay the employee's required WRS contribution as required by state statute.

Post-Employment Benefits for Employees Hired or Rehired after June 30, 2014

All newly hired or rehired employees who begin working in the District after June 30, 2014 will not be eligible for post-employment health, dental, life, or disability benefits when they retire. If an employee retires because of a disability, and is considered disabled, then they may be eligible for post-employment disability benefits.

Additionally, all newly hired or rehired employees who begin working in the District after June 30, 2014 will not be eligible to remain on any of the District benefit plans upon retirement, nor will they receive any premium credits. Post-employment, all employees will be required to obtain all health-related insurances outside the District's plan(s). COBRA rules apply.

Other Post Employment Benefit: Health Benefit

Post-Employment Health Benefits				
Group (on date of retirement)	Age Eligibility	Years of Service	Benefit if retiring prior to reaching the age of Medicare eligibility	Benefit if retiring at/after reaching the age of Medicare eligibility
Teachers (DCETA)	55 (before September 1 st of the next school year)	15	\$60,000	\$30,000
At-Will Salaried	55 (on date of retirement)	15	\$60,000	\$30,000
Hourly	57 (on date of retirement)	25	\$30,000	\$15,000
Hourly	57 (on date of retirement)	30	\$40,000	\$20,000
Hourly	57 (on date of retirement)	35	\$50,000	\$25,000
General Notes				
For All Employees	Funds will be deposited into personal HRA accounts and can be used for medical premiums only. Medical premiums include health insurance, dental insurance, optical insurance and long-term care insurance.			
Years of service do not need to be consecutive.				

Employees electing to receive benefits under this program shall also be required to sign an individual Voluntary Retirement Agreement and Waiver/Release of Claims waiving any possible claims against the District under the Federal Age Discrimination and Employment Act of 1967, as amended by the Older Workers Benefit Protection Act of 1990 and the Wisconsin Fair Employment Act, as a condition of receiving any benefits contained in this section.

General Provisions for Employees

Wage of New Employees

The wage for a new employee shall be determined on the basis of qualifications, skills, training, and experience and shall be within the range established for that position.

Work Year, Week, Day

Full Time Employees

The normal work year will be fifty-two (52) weeks, the normal workweek will be forty (40) hours, and the normal workday is eight (8) hours, with one-half (1/2) hour being provided for unpaid lunch. These hours can be adjusted by the immediate supervisor on the basis of need.

Part Time Employees

Individuals working less than 2,080 hours will have their work year, week, and day tailored to the District's need.

Overtime

See Policy 6700 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Mandatory Overtime

The District may require employees to work extended hours. Overtime is considered a condition of employment, and refusal to accept it when reasonable notice has been given is cause for discipline, up to and including termination.

Consequences of Unauthorized Overtime

Full time employees who fail to obtain approval prior to working hours that extend beyond their normal 40-hour workweek will be subject to disciplinary action up to and including termination.

Nonexempt Employees

The purpose of this guideline is to instruct nonexempt employees concerning use of electronic communications devices when not scheduled for work duty.

Employees may perform job duties using a variety of electronic communications depending on the nature of the work and responsibilities involved. Some of the required communication mediums might include cellphones, text messaging devices, computers and handheld computers such as personal digital assistants (PDA).

As with other types of authorized work, all time spent by nonexempt employees using electronic communications for work purposes will be considered hours worked; the time is compensable and will count toward overtime eligibility as required by law. Therefore, to avoid incurring unnecessary expenses, electronic communications should not be used outside regularly scheduled work hours unless required by management. This includes all types of work-related communication.

Nonexempt employees should not check for, read, send or respond to work-related e-mails outside their normal work schedules unless specifically authorized based on job duties or direction by management to do so.

Nonexempt employees using electronic communications for work-related correspondence during unauthorized times may be subject to discipline for violating this guideline. Supervisors requiring nonexempt employees to use electronic communications for work-related correspondence at unauthorized times are also subject to discipline up to and including termination.

Reasonable Assurance

The District shall inform less than twelve months employees in writing by June 1st of each year whether the employee can be reasonable assured of continuing employment for the following year.

Provisions for Twelve (12) Month Employees

These Provisions are specifically for 52 Week Hourly and 52 Week Salary employees. Buildings and Grounds employees should review the Provisions for Buildings and Grounds Employees section. 52 Week Administrators should review their Individual Administrator Contract.

Vacation

Effective July 1, 2020:

Upon Hire: Ten (10) days (prorated from the date of hire through June 30th, if hired after July 1st.)

The Start of the Second Year in the District: Thirteen (13) days

The Start of the Third Year in the District: Fifteen (15) days

The Start of the Eighth Year in the District: Eighteen (18) days

The Start of the Thirteenth Year in the District: Twenty (20) days

The Start of the Eighteenth Year in the District: Twenty-three (23) days

The Start of the Twenty-Fifth Year in the District: Twenty-five (25) days

Vacations shall be scheduled in the automated system and require the approval of the employee's supervisor. As of July 1, 2020, unused vacation will not roll (carry over) into the next work year. Unused days will be forfeited.

Special Note: Any employee whose current vacation time exceeds the above outline schedule (years worked and time off) shall be grandfathered until such a time that years worked in the District afford them additional vacation based upon the above schedule.

All vacations earned must be taken by employees and no employee shall be entitled to vacation pay in lieu of vacation except any employee who is laid off, or who quits in addition to giving a two-week notice shall be paid

earned, but unused vacation (subject to proration). If an employee is terminated, they are not entitled to a vacation pay out.

If an employee does not work the entire year for which the vacation was allotted, the vacation the employee is entitled to will be prorated. Any vacation from the prorate that the employee did not use will be paid out on the employee's last check. If an employee used more vacation than the prorate, the employee may be required to reimburse the District.

Proration Schedule:

Employment end date is between July 1st – September 30th, the vacation allotment will be prorated to 25%
Employment end date is between October 1st – December 31st, vacation allotment will be prorated to 50%
Employment end date is between January 1st – March 31st, the vacation allotment will be prorated to 75%
Employment end date is between April 1st – June 30th, the vacation allotment will be prorated to 100%

Holidays

All employees working **twelve (12) months** shall not be required to work and shall be paid their normal day's pay for the following holidays:

July 4	Friday after Thanksgiving	New Year's Eve Day
Labor Day	Christmas Eve	New Year's Day
Thanksgiving Day	Christmas Day	Memorial Day

If any holiday falls on a Saturday or Sunday, the District shall determine the day the holiday will be allowed.

Personal Days

Each employee will be allocated two (2) Personal Leave Days each July 1st. They can be taken as half day or full day. A personal leave day may be taken at the discretion of the employee with the approval of the Supervisor. The number of employees off in a given day shall be determined by the District. Personal leave days are to be taken during the year in which they are earned. If personal days are not taken they will not be paid out and they do not roll over.

Provisions for Less Than Twelve (12) Month Employees

These Provisions are specifically for School Year Hourly and Extended School Year Hourly employees. Extended School Year Salary employees should review the Provisions for Less Than Twelve (12) Month Extended School Year Salary Employees section. School Nutrition employees should review the Provisions for School Nutrition Employees section. Extended School Year Administrators should review their Individual Administrator Contract.

Holidays

All employees working **less than twelve (12) months** shall not be required to work and shall be paid their normal day's pay for the following holidays:

Labor Day	Christmas Day
Thanksgiving Day	Memorial Day
Day after Thanksgiving	

If any holiday falls on a Saturday or Sunday, the District shall determine the day the holiday will be allowed.

Personal Day

Each employee will be allocated One (1) Personal Leave Day each school year. They can be taken as half day or full day. A personal leave day may be taken at the discretion of the employee with the approval of the Supervisor. The number of employees off in a given day shall be determined by the District. Personal leave days are to be taken during the year in which they are earned. If personal days are not taken they will not be paid out and they do not roll over.

Provisions for Less Than Twelve (12) Month Extended School Year Salary Employees

Personal Days

Each employee will be allocated two (2) Personal Leave Days each July 1st. They can be taken as half day or full day. A personal leave day may be taken at the discretion of the employee with the approval of the Supervisor. The number of employees off in a given day shall be determined by the District. Personal leave days are to be taken during the year in which they are earned. If personal days are not taken they will not be paid out and they do not roll over.

Provisions for Buildings and Grounds Employees

Vacation

Effective July 1, 2020:

Upon Hire: Ten (10) days (prorated from the date of hire through June 30th, if hired after July 1st.)

The Start of the Second Year in the District: Thirteen (13) days

The Start of the Third Year in the District: Fifteen (15) days

The Start of the Eighth Year in the District: Eighteen (18) days

The Start of the Thirteenth Year in the District: Twenty (20) days

The Start of the Eighteenth Year in the District: Twenty-three (23) days

The Start of the Twenty-Fifth Year in the District: Twenty-five (25) days

Vacations shall be scheduled in the automated system and require the approval of the employee's supervisor. As of July 1, 2020, unused vacation will not roll (carry over) into the next work year. Unused days will be forfeited.

Special Note: Any employee whose current vacation time exceeds the above outline schedule (years worked and time off) shall be grandfathered until such a time that years worked in the District afford them additional vacation based upon the above schedule.

Vacation will be allocated on July 1st of each year (starting July 1, 2021).

All vacations earned must be taken by employees and no employee shall be entitled to vacation pay in lieu of vacation except any employee who is laid off, or who quits in addition to giving a two-week notice shall be paid earned, but unused vacation (subject to proration). If an employee is terminated, they are not entitled to a vacation pay out.

If an employee does not work the entire year for which the vacation was allotted, the vacation the employee is entitled to will be prorated. Any vacation from the prorate that the employee did not use will be paid out on the employee's last check. If an employee used more vacation than the prorate, the employee may be required to reimburse the District.

Proration Schedule:

Employment end date is between July 1st – September 30th, the vacation allotment will be prorated to 25%

Employment end date is between October 1st – December 31st, vacation allotment will be prorated to 50%

Employment end date is between January 1st – March 31st, the vacation allotment will be prorated to 75%

Employment end date is between April 1st – June 30th, the vacation allotment will be prorated to 100%

Vacation Requirements

Employees with ten (10) days of vacation will be required to use five (5) days of their vacation during the months of June, July, or August when teachers are not working. The remaining five (5) days of vacation can be used in as little as one day increments any time of the year. Vacation days that occur during student contact days must be entered into *Skyward™* by August 15th for the upcoming school year for effective substitute management purposes. Personal Days may not be combined with Vacation Days unless pre-approved by supervisor.

Employees with between thirteen (13) and eighteen (18) days of vacation will be required to use eight (8) days of vacation during the months of June, July, or August when teachers are not working. The remaining five (5) or ten (10) days of vacation can be used in as little as one day increments any time of the year. Vacation days that occur during student contact days must be entered into *Skyward™* by August 15th for the upcoming school

year for effective substitute management purposes. Personal Days may not be combined with Vacation Days unless pre-approved by supervisor.

Employees with between twenty (20) and twenty-five (25) days of vacation will be required to use thirteen (13) days of vacation during the months of June, July, or August when teachers are not working. The remaining seven (7) or twelve (12) days of vacation can be used in as little as one day increments any time of the year. Vacation days that occur during student contact days must be entered into *Skyward™* by August 15th for the upcoming school year for effective substitute management purposes. Personal Days may not be combined with Vacation Days unless pre-approved by supervisor.

Beginning August 15, 2020, non-student contact vacation days may be banked and used on any non-student contact day during the school year through June 30th.

Once vacation days are entered and approved in *Skyward™*, occasional changes may be made as long as it is approved by the supervisor. If changes are approved, supervisor will inform payroll of the approved changes and payroll will adjust the time off in *Skyward™*.

The District may, at its discretion, allow more than one custodian per building to be on vacation at the same time. Vacation scheduled any other time shall be by mutual agreement between the District and the employee.

Holidays

All employees working **twelve (12) months** shall not be required to work and shall be paid their normal day's pay for the following holidays:

July 4	Friday after Thanksgiving	New Year's Eve Day
Labor Day	Christmas Eve	New Year's Day
Thanksgiving Day	Christmas Day	Memorial Day

If any holiday falls on a Saturday or Sunday, the District shall determine the day the holiday will be allowed.

Double time shall be paid for all work performed on holidays.

Personal Days

Each employee will be allocated two (2) Personal Leave Days each July 1st. They can be taken as half day or full day. A personal leave day may be taken at the discretion of the employee with the approval of the Supervisor. The number of employees off in a given day shall be determined by the District. Personal leave days are to be taken during the year in which they are earned. If personal days are not taken they will not be paid out and they do not roll over.

Provisions for School Nutrition

Holidays

All employees working **less than twelve (12) months** shall not be required to work and shall be paid their normal day's pay for the following holidays:

Labor Day	Christmas Day
Thanksgiving Day	Memorial Day
Day after Thanksgiving	

If any holiday falls on a Saturday or Sunday, the District shall determine the day the holiday will be allowed.

Personal Days

Each employee will be allocated two (2) Personal Leave Days each school year. They can be taken as half day or full day. If personal days are not taken they will not be paid out and they do not roll over. A personal leave day may be taken at the discretion of the employee with the approval of the supervisor. The number of employees off in a given day shall be determined by the District. Personal leave days are to be taken during the year in which they are earned.

Approval of unpaid leave of absence and/or Personal Leave Days will follow the following guidelines:

No more than two staff members per day will be approved for personal days and/or unpaid leave of absence AND approval of leave will be subject to the availability of substitutes.

Positions exempt from this guideline include: School Nutrition Secretary, Nutrition Support Specialist, and Middle School Kitchen Coordinator.

Certification

Any employee who earns and maintains certification in the School Nutrition Association for a complete school year will receive a lump sum payment of \$200.00 included with their final paycheck of the current school year. Loss of certification will result in the employee having to start this certification process again as if the employee had never before qualified.

Free Meals

Employees will be furnished a daily meal at no charge. The meal must be consumed on the premises. The supervisor will identify what constitutes a meal.

Educational Improvement

Any employee who pursues a course of study approved in advance by the supervisor will receive reimbursement for registration costs. New employees will be required to complete a course in food handling and sanitation as deemed necessary by the supervisor. The District will pay the cost of tuition and compensate the employee their normal rate of pay for scheduled classroom time. The supervisor may require any employee to attend a food handling and sanitation course at any time after initial attendance.

Any employee desiring to become a member of the School Nutrition Association of Wisconsin will have their cost of membership paid for by the District.

Provisions for Teachers

Normal Hours of Work

Regular building hours for teachers shall be eight (8) per day including a duty-free lunch period of at least thirty (30) minutes. The starting and dismissal times, which may vary from school to school, shall be determined by the District. Altered work schedules may be set up with the building principal. On Fridays, teachers may elect to leave 15 minutes early.

For elementary teachers, every effort will be made to allow fifty (50) minutes of preparation time either before or after each student contact day. It is understood that the current practice of scheduling parent/teacher conferences, District, and faculty meetings will still be followed.

Secondary teachers will have preparation time built into their daily schedule.

Compensation

The District will follow the most current compensation model.

Holidays

All employees shall not be required to work and shall be paid their normal day's pay for the following holidays:

Labor Day
Thanksgiving

Personal/Emergency Leave

See Policy 3431 at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public>.

Evaluation

Teacher evaluations will follow the Educator Effectiveness Guidelines.

Assignments and Transfers**Assignments**

Grade, subject, and activity assignments shall be made by the District taking into consideration the employee's professional training, experience, specific achievements, and service to the District. Notice of such assignments will be given to teachers as soon as possible.

The District recognizes the importance of high-quality teaching. Secondary level assignments will be made after student registration for courses. A sixth class may be assigned when necessary, in lieu of a supervisory duty.

Transfers

When making transfers, the District shall take the training, experience, specific achievements, service to the District, wishes, and convenience of the employee into consideration; however, it is understood that the instructional requirements and best interest of the school system and the pupils are of primary importance in making such decisions.

Voluntary Early Retirement**Application**

Irrevocable requests for participation in the voluntary early retirement plan must be filed with the Director of Human Resources no later than March 10th of the year in which the teacher wishes to retire in order to qualify for early retirement in that year. This policy shall not apply to any teacher who is discharged or non-renewed.

Incentive

Teachers who complete and submit the irrevocable early retirement form to the Director of Human Resources by December 31st prior to the year of retirement will receive a \$750 incentive. This is for retirees only. Resignations do not apply. This incentive payment will be added to their second payroll check in January.



Book	Policy Manual
Section	First Reading by Board
Title	DEFINITIONS
Code	po0100
Status	First Reading
Adopted	May 25, 2016
Last Revised	September 15, 2021
Prior Revised Dates	6/16/2021, 10/21/2020, 3/22/2017

0100 - DEFINITIONS

The bylaws of the Board ~~of Education~~ of this District incorporate quotations from the laws and administrative code of the State of Wisconsin. Such quotations may be substantively altered only by appropriate legislative, judicial, or administrative action.

Whenever the following items are used in these bylaws and policies, they shall have the meaning set forth below:

Administrative Guideline

A statement, based on policy, usually written, which outlines and/or describes the means by which a policy should be implemented and which provides for the management cycle of planning, action, and assessment or evaluation.

Agreement

A collectively-negotiated contract with a recognized bargaining unit.

Apps and Services

Apps and services are software (i.e., computer programs) that support the interaction of personal communication devices (as defined in Bylaw 0100, above) over a network, or client-server applications in which the user interface runs in a web browser. Apps and services are used to communicate/transfer information/data that allow students to perform actions/tasks that assist them in attaining educational achievement goals/objectives, enable staff to monitor and assess their students' progress, and allow staff to perform other tasks related to their employment. Apps and services also are used to facilitate communication to, from and among and between, staff, students, parents, Board members, and/or other stakeholders and members of the community.

Board

The School Board also commonly referred to as the Board. Within these bylaws and policies, the terms Board and District may be used interchangeably, depending on the context of the policy.

Bylaw

Rule of the Board for its own governance.

Clerk

The chief clerk of the Board. (See Bylaw 0170)

District

The School District. Within these bylaws and policies, the terms Board and District may be used interchangeably, depending on the context of the policy.

Due Process

Procedural due process requires prior knowledge (a posted discipline code), notice of offense (accusation), and the opportunity to respond. Specific due process requirements are dependent upon the circumstances and may vary depending on such circumstances.

Full Board

Authorized number of voting members entitled by law to govern the District. The full Board is the total number of Board members authorized by law regardless of the number of current sitting members.

Information Resources

The Board defines information resources to include any data/information in electronic, audio-visual or physical form, or any hardware or software that makes possible the storage and use of data/information. This definition includes but is not limited to electronic mail, voice mail, social media, text messages, databases, CD-ROMs/DVDs, websites, motion picture film, recorded magnetic media, photographs, digitized information, or microfilm. This also includes any equipment, computer facilities, or online services used in accessing, storing, transmitting or retrieving electronic communications.

Law Enforcement Officer(s) or Agencies

These terms include any local, State, or Federal law enforcement agency of competent jurisdiction and its officers acting within their legal authority.

Legal Custodian of Records

The School District will designate one (1) District Records Custodian (DRC) to be the legal custodian of records for the District. The DRC shall keep and preserve the public records of the District and is granted authority to render a decision and carry out duties related to those public records. [The DRC is designated in Policy 8310 - Public Records.](#)

This word is used when an action by the Board or its designee is permitted but not required.

Medical Advisor

The School District is required to appoint a medical advisor. The medical advisor shall be a licensed physician and will participate in the annual review of the District emergency nursing services plan. The School District may also have the medical advisor fulfill other roles. (PI 8.01(2)(g)3.)

Meeting

Any gathering which is attended by or open to all of the members of the Board, held with the intent on the part of the members of the body present to discuss or act as a unit upon the specific public business of that body. Wis. Stat. 19.82(2).

Parent

The natural or adoptive parents or the party designated by the courts as the legal guardian, custodian, or surrogate of a student. Both parents will be considered to have equal rights unless a court of law decrees otherwise.

Personal Communication Devices

Personal communication devices ("PCDs") include computers, laptops, tablets, e-readers, cellular/mobile phones, smartphones, and/or other web-enabled devices of any type.

Policy

A general, written statement by the governing Board which defines its expectations or position on a particular matter and authorizes appropriate action that must or may be taken to establish and/or maintain those expectations.

President

The chief executive officer of the Board. (See Bylaw 0170)

Principal

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The educational leader and head administrator of one (1) or more District schools. In policy and administrative guidelines, implies authority to delegate responsibilities to appropriate members of his/her staff.

Professional Staff Member

District employees who are either certified teachers employed in a position for which certification is a requirement of employment or administrative employees who are responsible for oversight or supervision of a component or components of the District's operation, or serve as assistants to such persons, regardless of whether they hold an administrative contract or are required to have administrator certification, but excluding the Superintendent.

Relative

The mother, father, sister, brother, spouse, domestic partner, parent of spouse/domestic partner, child or step-child, grandparents, grandchild, ~~or~~ dependent or member of ~~in~~ the immediate household.

School Nurse

A school nurse is a registered nurse who meets the requirements of Wis. Stat. Sec. 115.001(11). A school nurse has the authority to exclude students for signs of illness.

School Official

A school official is a person employed by the Board as an administrator, supervisor, teacher/instructor (including substitutes), or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board; a person or company with whom the Board has contracted to perform a special task (such as an attorney, auditor, or medical consultant); a contractor, consultant, volunteer or other party to whom the Board has outsourced a service otherwise performed by Board employees (e.g. a therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks (including volunteers).

Shall

This word is used when an action by the Board or its designee is required. (The word "will" or "must" signifies a required action.)

Social Media

Social media are online platforms where users engage with one another and/or share information and ideas through text, video, or pictures. Social media consists of any form of online publication or presence that allows interactive communication, including, but not limited to, text messaging, instant messaging, websites, web logs ("blogs"), wikis, online forums (e.g., chat rooms), virtual worlds, and social networks. Examples of social media include, but are not limited to Facebook, Facebook Messenger, Google Hangouts, Twitter, LinkedIn, YouTube, Flickr, Instagram, Pinterest, Skype, and Facetime. Social media does not include sending or receiving e-mail through the use of District-issued e-mail accounts. Apps and web services shall not be considered social media unless they are listed on the District's website as District-approved social media platforms/sites.

Student

A person who is officially enrolled in a school or program of the District.

Superintendent

Sometimes the administrative head of the school district is referred to as Superintendent. He/She has the authority of the Superintendent by law. In policy, capitalization of the "S" in Superintendent implies delegation of responsibilities to appropriate staff members.

Support Staff

Any employee who provides support to the District's program and whose position does not require a professional certificate. This category includes special education paraprofessionals, even though it is a requirement to hold a special education program aide license issued by the Wisconsin Department of Public Instruction (DPI) or another valid and current DPI license

or permit.

Technology Resources

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The Board defines technology resources to include computers, laptops, tablets, e-readers, cellular/mobile telephones, smartphones, web-enabled devices, video and/or audio recording equipment, SLR and DSLR cameras, projectors, software and operating systems that work on any device, copy machines, printers and scanners, information storage devices (including mobile/portable storage devices such as external hard drives, CDs/DVDs, USB thumb drives and memory chips), the computer network, Internet connection, and online educational services and apps.

Treasurer

The chief financial officer of the Board. (See Bylaw 0170)

Vice-President

The Vice-President of the Board. (See Bylaw 0170)

Voting

A vote at a meeting of the Board. The law requires that Board members must be present in order to have their vote officially recorded in the Board minutes, and to be available for a roll call vote. A Board member's presence at a meeting includes his/her presence if attending by telephone or other manner of remote access, so long as such remote access is compliant with State law. No voting by Proxy may be recorded or counted in an official vote of the Board. Remote access during quasi-judicial functions (e.g. termination hearings, expulsions) may be permitted after consultation with legal counsel.

Citations to Wisconsin statutes are shown by the Section Number (e.g., 120.11, Wis. Stats.). Citations to the Wisconsin Administrative Code are prefaced P.I. (e.g., P.I. 11). Citations to the United States Code are noted as U.S.C., Federal Register are noted as F.R., and the Code of Federal Regulations as C.F.R.

~~Revised 3/22/17~~

~~Revised 10/21/20~~

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Last Modified by Ellen Suckow on September 9, 2021



Book	Policy Manual
Section	First Reading by Board
Title	AUTHORITY OF INDIVIDUAL BOARD MEMBERS
Code	po0143
Status	First Reading
Adopted	May 25, 2016
Last Revised	September 7, 2021
Prior Revised Dates	10/21/2020

0143 - **AUTHORITY OF INDIVIDUAL BOARD MEMBERS**

Individual members of the Board do not possess the powers that reside in the Board itself. The Board speaks through its actions set forth through motions, resolutions, and other official actions taken at Board meetings and officially noted in the minutes and not through its individual members. An act of the Board shall not be valid unless approved at an official meeting by at least a majority vote of the members present or as otherwise may be required by law.

[X] Board member information requests will be considered under the procedures outlined in Bylaw 0143.2 - Board Member Information Requests.

~~OR what we already have:~~

~~No member of the Board shall be denied documents or information to which s/he is legally entitled and which are required in the performance of his/her duties as a Board member.~~

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Book	Policy Manual
Section	First Reading by Board
Title	DELETE BYLAW - BOARD MEMBER ETHICS
Code	po0144.2
Status	First Reading
Adopted	May 25, 2016

DELETE BYLAW - VOL. 30, NO. 2

~~0144.2~~ BOARD MEMBER ETHICS

~~As members of the Board, Board members will strive to improve public education and to that end, they will:~~

- ~~A. attend all regularly scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;~~
- ~~B. recognize that they should endeavor to make policy decisions only after full discussion at publicly held Board meetings;~~
- ~~C. render all decisions based on the available facts and independent judgment, and refuse to surrender that judgment to individuals or special interest groups;~~
- ~~D. encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and students, staff, and all elements of the community;~~
- ~~E. work with the other Board members to establish effective Board policies and to delegate authority for the administration of the District to the District Administrator;~~
- ~~F. communicate to other Board members and the District Administrator expressions of public reaction to Board policies and school programs;~~
- ~~G. inform themselves about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by the State and National School Boards Associations;~~
- ~~H. support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;~~
- ~~I. avoid being placed in a position of conflict of interest, and refrain from using their Board positions for personal partisan gain;~~
- ~~J. take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law;~~
- ~~K. remember always that their first and greatest concern must be for the educational welfare of the students attending the public schools.~~

~~Source: Board of Directors, National School Boards Association.~~

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Book	Policy Manual
Section	First Reading by Board
Title	DELETE BYLAW - SCHOOL PERFORMANCE REPORT
Code	po0174.2
Status	First Reading
Adopted	May 25, 2016
Last Revised	September 15, 2020

DELETE BYLAW - VOL. 30, NO. 2

~~0174.2~~ **SCHOOL PERFORMANCE REPORT**

~~The Board will publish an annual school and School District performance report including all information prescribed by statute. By January 1st of each year, the Board shall notify the parents of each student enrolled in the District of the right to request a school and School District performance report. () Parents shall be notified that the performance report will be provided to the parent electronically unless the parent requests a written copy of the report. [NOTE: End of Choice] By May 1st, the Board shall distribute copies of the report to those who have requested the report including students enrolled in charter schools located in the District, that have requested the report.~~

~~[] The School and School District Performance Report will be posted on the District's website. [required for those District's that maintain a website]~~

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Legal 115.38, Wis. Stats.

Last Modified by Ellen Suckow on September 9, 2021



Book	Policy Manual
Section	First Reading by Board
Title	DELETE POLICY - SUBSTANCE ABUSE
Code	po3170
Status	First Reading
Adopted	May 25, 2016

DELETE POLICY - VOL. 30, NO. 2

~~3170~~—SUBSTANCE ABUSE

~~The Board of Education recognizes alcoholism and drug abuse as treatable illnesses. When such illnesses impair the performance of professional staff members, the Board recognizes the responsibility to assist in a manner recommended by appropriate specialists in the treatment of those illnesses.~~

~~A professional staff member having an illness or other problem relating to the use of alcohol or other drugs will receive the same careful consideration and offer of assistance that is presently extended to professional staff members having any other illness.~~

~~The responsibility to correct unsatisfactory job performance or behavior resulting from a suspected alcohol or drug problem rests with the professional staff member. Failure to do so will result in appropriate corrective or disciplinary action as determined by the Board. The Board will assist an employee with an alcohol or drug problem in developing reasonable accommodations so that the employee may perform his/her work, consistent with State and Federal law. Existence of a substance abuse problem does not excuse misconduct in employment or violation of Board policy.~~

~~No professional staff member will have his/her job security or promotion opportunities jeopardized by his/her request for counseling or referral assistance.~~

~~Professional staff members who suspect they may have an alcohol or other drug abuse problem are encouraged to seek counseling and information on a confidential basis by contacting resources available for such service.~~

~~This policy shall be administered in accordance with the Americans with Disabilities Act of 1990 and applicable State laws.~~

~~© Neola 2006~~

Legal	Americans with Disabilities Act of 1990 Wis. Stat. 111.34
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Last Modified by Ellen Suckow on September 9, 2021



Book	Policy Manual
Section	First Reading by Board
Title	DELETE POLICY - SUBSTANCE ABUSE
Code	po4170
Status	First Reading
Adopted	May 25, 2016

~~4170—SUBSTANCE ABUSE~~

~~The Board of Education recognizes alcoholism and drug abuse as treatable illnesses. When such illnesses impair the performance of support staff members, the Board recognizes the responsibility to assist in a manner recommended by appropriate specialists in the treatment of those illnesses.~~

~~A support staff member having an illness or other problem relating to the use of alcohol or other drugs will receive the same careful consideration and offer of assistance that is presently extended to support staff members having any other illness.~~

~~The responsibility to correct unsatisfactory job performance or behavior resulting from a suspected alcohol or drug problem rests with the support staff member. Failure to do so will result in appropriate corrective or disciplinary action as determined by the () District Administrator () Board. The District Board will assist an employee with an alcohol or drug problem in developing reasonable accommodations so that the employee may perform his/her work, consistent with State and Federal law. Existence of a substance abuse problem does not excuse misconduct in employment or violation of Board policy.~~

~~No support staff member will have his/her job security or promotion opportunities jeopardized by his/her request for counseling or referral assistance.~~

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~~This policy shall be administered in accordance with the Americans with Disabilities Act of 1990 and applicable State laws.~~

~~© Neola 2006~~

Legal	Americans with Disabilities Act of 1990
	Wis. Stat. 111.34

Last Modified by Ellen Suckow on September 9, 2021

Thank you sincerely for

Sharing our Sorrow.

Your kindness

is deeply appreciated

and will *Always*

be remembered by our family.

- From the Family of

Lorenz "Larry" E. Wolfe

Thank you very much
for the flowers in
memory of Larry