

Regular School Board Meeting
Wednesday, June 19, 2024, 6:30 PM
D.C. Everest Administration Building
6100 Alderson Street
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 may be found at:

Webinar topic:

D.C. Everest School Board Meeting June 2024

Date and time:

Wednesday, June 19, 2024 6:30 PM | (UTC-05:00) Central Time (US & Canada)

Join link:

<https://dce.webex.com/dce/j.php?MTID=mb281f41bf82b1f6c6fd47be9dccb672d>

Webinar number:

2484 003 2379

Webinar password:

BoardJune24 (26273587 when dialing from a phone or video system)

Join by phone

+1-415-655-0003 United States Toll

Meetings are recorded and will be available a day or two after the meeting
at: <https://www.youtube.com/channel/UCrYDZCV5lwlInSHhWl0od8g/videos>.

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Agenda

V. Public Comment

VI. Consent Agenda

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I. Bus Accident Report	
J. Second Reading of Policies	
1. po0144.5 Board Member Behavior and Code of Conduct	
2. po9130 Public Requests, Suggestions, or Complaints	

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.

VII. Reports/Considerations

- A. WASB Legislative Network Member
- B. CESA #9 Representative
- C. Superintendent
 - 1. District Update
 - 2. Greenheck Turner Community Center
 - 3. Student Outcomes
 - 4. Follow-up on Student Meal Cost Estimate
 - 5. Leadership Transitions
 - 6. Vacancy Process

VIII. Unfinished Business

- A. New Student Videos

IX. New Business

- A. Select Foundation Representative
- B. Security Camera Update - Information Only 88
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- D. Bus Contract Renewal - (Background will be attached as soon as final agreement is received from Lamers.) 91
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X. Petitions and Communications

- A. Thank You for Recognition from L. LaPorte 199
- B. Thank You for Recognition from K. Wegge 200
- C. Thank You for Memorial Tribute from L. LaPorte 201
- D. Thank You for Memorial Tribute from T. Ravey 202

XI. Future Meeting Dates

A. Regular Board Meeting
 Wednesday, July 17, 2024, at 6:30 p.m.
 D.C. Everest Administration Building
 6100 Alderson Street
 Weston, WI 54476

Regular Board Meeting
 Wednesday, August 21, 2024, at 6:30 p.m.
 D.C. Everest Administration Building
 6100 Alderson Street
 Weston, WI 54476

XII. The Board Will Contemplate Adjournment to Closed Session Under W.S.S. 19.85(1)(c) for Considering Employment, Promotion, Compensation, or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body Has Jurisdiction or Exercises Responsibility. The Board Will Adjourn from Closed Session. (Correction of May 15 Closed Session Minutes, Update on Dance Coach, Senior High Parent Concern, & Personnel Issues - Junior High Teacher and Special Services Staff)

Regular School Board Meeting
 Wednesday, May 15, 2024 6:30 PM
 D.C. Everest Administration Building
 6100 Alderson Street
 Weston, WI 54476



I. Call to Order

II. Roll Call

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

III. Pledge of Allegiance

IV. Approval of Agenda

Motion made by Larry Schaefer and seconded by Yee Leng Xiong to approve the agenda for tonight's meeting. With a voice vote, this motion passed.

V. Public Comment – there was none

VI. Consent Agenda

Motion made by Xiong and seconded by Schaefer to approve the Consent Agenda without B1 or 6H2 with a roll call vote, this motion passed.

Joshua Dickerson: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Lindsey Lewitzke: Yea, Corina Norrbom: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea

Motion made by Grabko, seconded by Felch to approve items B1 and 6H2. With a roll call vote, this motion passed.

Joshua Dickerson: Abstained, Katie Felch: Yea, Shannon Grabko: Yea, Lindsey Lewitzke: Yea, Corina Norrbom: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Abstained.

VI.A. Approval of Minutes

VI.B. Recommended Employment/Resignations/Contract Adjustments

VI.B.1. Approval of Summer School Staff

VI.B.2. May 2024 Employment Changes

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

VI.D. Balance Sheet

VI.E. Budget Transfers

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

VI.G. Fundraising Requests

VI.H. Gift/Bequests

VI.H.1. Donation to Evergreen Bike Trail

VI.H.2. Donation to Hmong Phoojywg Enrichment Program

VI.I. Bus Accident Report

VI.J. Second Reading of Policies

VI.J.1. po3431 Employee Leaves

VI.J.2. po4431 Employee Leaves

VI.J.3. po6610 NonDistrict-Supported Student Activity Accounts

VI.J.4. po6611 District-Supported - Sponsored Student Activity Accounts

VI.J.5. po8700 Lactating Employees

VII. Reports/Considerations

VII.A. WASB Legislative Network Member – Norrbom had nothing to report.

VII.B. CESA #9 Representative – Schaefer reported CESA#9 uses Studer and are happy with the results of their latest survey.

VII.C. Student Representative – Koch reported AP exams are finishing this week. Spring sports are readying for the state play-offs. Student Council will host a Fun Day next week. Staff were given cards from students for appreciation last week. She also gave thanks to the Board for hearing her reports this year.

VII.D. Superintendent

VII.D.1. District Update

VIII. Unfinished Business

VIII.A. Mission Moment

VIII.A.1. Mountain Bay Elementary

IX. New Business

IX.A. Board Election of Officers

Dickerson nominated Lewitzke for President. Voice vote approved.

Norrbom nominated Felch for Vice President. Voice vote approved.

Felch nominated Grabko for Clerk. Voice vote approved.

Schaefer nominated Dickerson for Treasurer. Voice vote approved.

IX.B. Board Selects Date and Time for Meetings – Board selected the third Wednesday of the month at 6:30 p.m.

IX.C. Board Chooses WASB and CESA Representatives

WASB – Grabko

CESA - Schaefer

IX.D. Recognition of Global Scholars

IX.E. Motion made by Lindsey Lewitzke and seconded by Katie Felch to approve the Resolution Authorizing the Transfer of Funds, the Establishment of an Escrow Account with Respect to and the Defeasance of Certain of the General Obligation School Building and Improvement Bonds, Series 2018, Dated July 2, 2018 (the "Defeasance Transaction") Motion to adopt a Resolution Authorizing the Transfer of Funds, the Establishment of an Escrow Account with Respect to and the Defeasance of Certain of the General Obligation School Building and Improvement Bonds, Series 2018, Dated July 2, 2018 (the "Defeasance Transaction"). Motion passed with a roll call vote.

Joshua Dickerson: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Lindsey Lewitzke: Yea, Corina Norrbom: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea
Yea: 7, Nay: 0

IX.F. Meal Prices for 2024-2025

Motion by Schaefer seconded by Felch to keep meal prices for 2024-2025 the same as recommended. With a voice vote, this motion passed.

IX.G. Junior High Washington, D.C. Trip February of 2025

Motion made by Katie Felch and seconded by Corina Norrbom to approve the Junior High trip to Washington, D.C. in February of 2025. This motion passed with a voice vote.

IX.H. First Reading of Policies

Motion made by Larry Schaefer and seconded by Shannon Grabko to approve the attached policies on first reading. With a voice vote, this motion passed.

IX.H.1. po0144.5 Board Member Behavior and Code of Conduct

IX.H.2. po9130 Public Requests, Suggestions, or Complaints

IX.I. Poll for Graduation Attendance/Transportation. Graduation is May 29 at 7:00 p.m. at Stiehm Stadium Weather Permitting.

X. Petitions and Communications

X.A. Thank You from L. Rase for Memorial Tribute

X.B. Thank You from S. Jaipuri for Memorial Tribute

X.C. Thank You for the Memorial Tribute from T. Sybeldon

X.D. Thank you for Recognition from L. Burzinski

XI. Future Meeting Dates - Will be determined at this meeting.

XII. Closed Session: Motion by Lewitzke seconded by Schaefer to Adjourn to Closed Session Pursuant to W.S.S. 19.85(1)(c) for Considering Employment, Promotion, Compensation, or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body has Jurisdiction or Exercises Responsibility (Co-Curricular Program Reviews). With a roll call vote: Grabko – yes, Xiong – yes, Dickerson – yes, Felch – yes, Schaefer – yes, Norrbom – yes,

Lewitzke – yes, motion carried. Time was 7:27 p.m. The Board adjourned from Closed Session at 8:21. p.m.

Respectfully submitted,

Shannon E. Grabko, 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 June 19, 2024, meeting of the School Board.



Employment Report

<u>Recommended Employment</u>			
Certified Staff			
Name	Position/Building	FTE	Start
Kaytlyn Worzella	Kindergarten Teacher/EV	1.00	August 12, 2024
Mallory Halpin	Math Teacher/MS	1.00	August 12, 2024
Support Staff			
Name	Position/Building	FTE	Start
Jonah Streveler	Supervisor/GTCC	0.25	June 3, 2024
Sidney Prechel	Supervisor/GTCC	0.25	June 10, 2024
Casidy Rodriguez	Music Production Staff/District	N/A	June 10, 2024
Students			
Name	Position/Building	FTE	Start
Keegan Nye	Student Custodian/District Wide	0.25	June 10, 2024
Seasonal Staff/Temporary			
Name	Position/Building	Start	End
Hailey Piskula	Summer Camp Staff/GTCC	May 30, 2024	August 23, 2024
Tonya Brost	Staff/District	June 4, 2024	August 26, 2024
Rebecca Miller	Staff/District	June 4, 2024	August 26, 2024
Rhonda Osness	Substitute Custodian/District	June 4, 2024	August 23, 2024
Substitutes			
Name	Position/Building	FTE	Start
Summer Learning			
Name	Position	Start	End
Ava Swoboda	Jump Into 1st Grade/WE	June 10, 2024	July 16, 2024
Brenda Geier	SPED Assistant/WE	June 10, 2024	July 16, 2024
Amanda Burgess	SPED Assistant/WE	June 10, 2024	July 16, 2024
Rachael Miller	SPED Assistant/WE	June 10, 2024	July 16, 2024
Karry Salber	SPED Assistant/WE	June 10, 2024	July 16, 2024
Ber Yang	SPED Assistant/WE	June 10, 2024	July 16, 2024
Helen Martindale	4K Early Evergreens/RO	June 10, 2024	July 16, 2024
Owen Reissmann	Jump Into 1st Grade/RO	June 10, 2024	July 16, 2024
Kayla Thoma	SPED Assistant/RO	June 10, 2024	July 16, 2024
Baylee Holtz	Educational Interpreter/JH	June 10, 2024	July 16, 2024
Dawn Whitsett	Credit Recovery/SH	June 10, 2024	July 16, 2024
Jenni Seibel	Summer Fitness/SH	June 10, 2024	July 16, 2024
Tammy Bohlman	Summer Fitness/SH	June 10, 2024	July 16, 2024
Oliver Drake	Summer Running/SH	June 10, 2024	July 16, 2024

Katie Shulfer	Summer Strength/SH	June 3, 2024	August 7, 2024
Barb Strahota	Engineering Tomorrow/SH	June 10, 2024	July 16, 2024
End of Employment			
All Staff			
Name	Position/Building	Reason	Effective Date
Breanna Luedtke	Lead/WE	Resignation	May 22, 2024
Xang Yang	Technician/GTCC	Resignation	May 23, 2024
Brooklyn Mortenson	21st Century Grant School Age Staff/GTCC	Resignation	May 24, 2024
Nia Frisch	Substitute Assistant/District	Resignation	May 29, 2024
Hemme Kloth	Student Custodian/District Wide	Resignation	May 29, 2024
Laura Parke	Teacher/WE	Resignation	May 31, 2024
Iley Rounds	Staff/21st Century Grant School Age Staff/GTCC	Resignation	May 31, 2024
Miriam Sanchez Anaya	English Learner Assistant/RI	Resignation	May 31, 2024
Mary Streveler	Teacher/WE	Resignation	May 31, 2024
Betsy Martinez Bautista	Student Custodian/District	End of Employment	May 31, 2024
William Ruppel	Student Custodian/District	End of Employment	May 31, 2024
Kathryn Delaney-Seamans	Grade 5 Teacher/EV	Resignation	June 3, 2024
Chaise Frafjord	Special Education Assistant/RI	Resignation	June 3, 2024
Brianne Gould	Special Education Teacher/MB	Resignation	June 3, 2024
Emily Groshek	Special Education Assistant/MB	Retirement	June 3, 2024
Dian Hoffman	Coordinator/MS	Retirement	June 3, 2024
Hailey Piskula	Summer Camp Staff/GTCC	Resignation	June 3, 2024
Lilith Dixon	Lifeguard/SH	Resignation	June 5, 2024
Carter Lang	Student Event Worker/SH	Resignation	June 5, 2024
Sara Mlodik	Lifeguard/SH	Resignation	June 5, 2024
Terese Pickruhn	Specialist/District	Retirement	June 7, 2024
Amy Place	Literacy Coach/District	Resignation	June 11, 2024
Chao Lao	English Learner Teacher/MS	Resignation	June 12, 2024
Morgan Hintz	ODY, HA & Homeless Liaison/District	Resignation	July 16, 2024
Katelyn Landerman	Kindergarten Teacher/WE	Resignation	July 16, 2024
Adjustments			
Certified Staff			
Name	Position From	Position To	Effective Date
Sierra Borntreger	Grade 3 Teacher/WE	Guest Teacher/District	June 3, 2024
Andrew Low	Lead School Psychologist & Behavioral Specialist	Assistant Director of Special Education	July 1, 2024

Nicole Anderson	Grade 2 Teacher/EV	Grade 3 Teacher/EV	August 12, 2024
Beth Bouffleur	French Teacher/MS, JH, SH	French Teacher/JH, SH	August 12, 2024
Michelle Branton	Literacy Interventionist/EV, MB	Literacy Interventionist/MB	August 12, 2024
Samantha Brown	Special Education Teacher/RO	Special Education Teacher/WE	August 12, 2024
Lauren Bullis	Physical Education Teacher/MS 0.60 FTE	Physical Education Teacher/MS, HA 1.0 FTE	August 12, 2024
Matthew Cash	Grade 4 Teacher/EV	Grade 5 Teacher/EV	August 12, 2024
Susan Cornish	Kindergarten Teacher/RI	Grade 2 Gifted & Talented Teacher/RI	August 12, 2024
Kirsten Crist	Grade 5 Teacher/EV	Literacy Interventionist/EV	August 12, 2024
Cristin Czerwonka	School Social Worker/SH, RO	School Social Worker/SH, HA	August 12, 2024
William Franklin	Dean of Students/SH	Physical Education Teacher/SH	August 12, 2024
Teresa Friedrich	School Social Worker/MS, RI	School Social Worker/MS, Idea, ODY	August 12, 2024
Carol Heeren	Literacy Interventionist/RI, ODY, HA	Literacy Interventionist/RI	August 12, 2024
Logan Heil	Grade 5 Teacher/WE	Grade 4 Teacher/WE	August 12, 2024
Kally Jehn	Early Childhood SPED Teacher/WE	Early Childhood SPED Teacher/RO	August 12, 2024
Michael Krohn	Math Teacher/MS	Dean of Students/SH	August 12, 2024
Erin Lauersdorf	School Counselor/JH	Dean of Students/JH	August 12, 2024
Cassie Mesenberg	Grade 2 Gifted & Talented Teacher/RI	Grade 3 Gifted & Talented Teacher/RI	August 12, 2024
Rebekah Mootz	Kindergarten Teacher/RO	Kindergarten Teacher/RI	August 12, 2024
Rebecca Pagel	Math Interventionist/EV, HA	Math Interventionist/EV	August 12, 2024
Kami Resch	Grade 1 Teacher/EV	Grade 5 Teacher/EV	August 12, 2024

Ashley Roberts	Grade 5 Teacher/MB	Grade 3 Teacher/MB	August 12, 2024
Kaitlyn Roskopf	New Horizons Teacher/SH	New Horizons Teacher/SH & Social Studies Teacher/JH	August 12, 2024
Katie Shulfer	Physical Education Teacher/SH, HA	Physical Education Teacher/SH	August 12, 2024
Support Staff			
<i>Name</i>	<i>Position From</i>	<i>Position To</i>	<i>Effective Date</i>
Tara Giebel	Special Education Assistant/RI	Substitute Assistant/District	June 3, 2024
Christine Spiegel	Special Education Assistant/RI	Substitute Assistant/District	June 3, 2024
Madeline Fisher	Special Education Assistant/MB	Substitute Assistant/District	June 3, 2024
Paige Kuehl	Student Custodian/District	Substitute Custodian/District	June 3, 2024

DCE Senior High School					11
Name	Position	Begin	End	%	
FRANKLIN, WILLIAM	Strength and Performance (4th Quarter)	4/1/24	5/31/24	3.00	
STREHLOW, TIMOTHY	Supervisor of Strength & Performance (2nd Semester)	1/22/24	5/31/24	9.00	

D.C. EVEREST AREA SCHOOL DISTRICT
6100 ALDERSON STREET, WESTON, WI 54476
TREASURER'S REPORT

JUNE 11, 2024

CASH BALANCE AS OF MAY 7, 2024	\$340,610.80	
INVESTMENT ACCOUNT TRANSFERS		\$4,302,721.14
RECEIPTS CR#34554 - #34700	\$6,476,050.46	
CHECKS FOR APPROVAL: #235413 - #235640 ACH: #232402771 - #232403194		\$2,606,227.41
<u>VOIDS:</u> 235302, 235328, 235470, 235534, 235493	\$6,596.24	
CASH BALANCE AS OF JUNE 11, 2024		(\$85,691.05)

\$6,823,257.50	\$6,823,257.50
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**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(5/7/2024-6/11/2024)**

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CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
235413	BOYS & GIRLS CLUB OF THE WAUSAU AREA	13112	5/10/2024	750.00
235414	BRASS DIFFERENTIAL	5.8.24	5/10/2024	372.31
235414	BRASS DIFFERENTIAL	5.8.24	5/10/2024	3,627.69
235415	CEDARBURG HIGH SCHOOL	EF05182024	5/10/2024	140.00
235416	CHIPPEWA FALLS HIGH SCHOOL	EF05112024	5/10/2024	450.00
235417	DC EVEREST SENIOR HIGH SCHOOL	5.6.24	5/10/2024	189.00
235418	EVERGREEN ELEMENTARY	300	5/10/2024	7.00
235419	KRUG BUS SERVICE, INC.	1398	5/10/2024	480.00
235420	LAMERS BUS LINES, INC.	58691	5/10/2024	544.00
235421	LAMERS BUS LINES, INC.	58757	5/10/2024	695.00
235422	LAMERS BUS LINES, INC.	59383	5/10/2024	710.00
235423	STERICYCLE, INC	8006867900	5/10/2024	22.89
235424	WAUSAU WEST HIGH SCHOOL	EF05112024	5/10/2024	40.00
235425	WI PUBLIC SERVICE	5010510626	5/10/2024	492.99
235425	WI PUBLIC SERVICE	5010933533	5/10/2024	519.86
235425	WI PUBLIC SERVICE	5009850593	5/10/2024	755.40
235425	WI PUBLIC SERVICE	5010503598	5/10/2024	763.95
235425	WI PUBLIC SERVICE	5010360731	5/10/2024	908.31
235425	WI PUBLIC SERVICE	5010282521	5/10/2024	1,442.84
235425	WI PUBLIC SERVICE	5005661715	5/10/2024	3,860.22
235425	WI PUBLIC SERVICE	5011214242	5/10/2024	5,908.65
235425	WI PUBLIC SERVICE	5011214242	5/10/2024	15,181.33
235425	WI PUBLIC SERVICE	5011214242	5/10/2024	63,819.06
235426	BACKGROUND INVESTIGATION BUREAU, LLC INV-47275		5/10/2024	16.45
235426	BACKGROUND INVESTIGATION BUREAU, LLC INV-47275		5/10/2024	16.45
235426	BACKGROUND INVESTIGATION BUREAU, LLC INV-47275		5/10/2024	82.25
235426	BACKGROUND INVESTIGATION BUREAU, LLC INV-47274		5/10/2024	1,957.55
235427	BOELTER COMPANIES, THE	98267340	5/10/2024	15.51
235427	BOELTER COMPANIES, THE	98267340	5/10/2024	20.68
235427	BOELTER COMPANIES, THE	98267340	5/10/2024	46.53
235427	BOELTER COMPANIES, THE	98282762	5/10/2024	62.48
235427	BOELTER COMPANIES, THE	98282762	5/10/2024	83.30
235427	BOELTER COMPANIES, THE	98282762	5/10/2024	187.44
235427	BOELTER COMPANIES, THE	98267340	5/10/2024	434.29
235427	BOELTER COMPANIES, THE	98282762	5/10/2024	1,749.43
235428	CALLTOWER	201932470	5/10/2024	707.90
235429	CELLCOM - WAUSAU	210978	5/10/2024	876.67
235430	CELLCOM - WAUSAU	212612	5/10/2024	365.37
235431	CHARTER COMMUNICATIONS, INC.	1.71371E+14	5/10/2024	979.18
235432	FEL - CPS SCHOFIELD #1480	8289225	5/10/2024	116.60
235433	FRAAZA ROCKS & SAND	9071	5/10/2024	1,434.50

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(5/7/2024-6/11/2024)**

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CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
235434	GORDON FOOD SERVICE INC	9009312779	5/10/2024	20.10
235434	GORDON FOOD SERVICE INC	9009312724	5/10/2024	40.30
235434	GORDON FOOD SERVICE INC	9009312667	5/10/2024	124.68
235434	GORDON FOOD SERVICE INC	9009312669	5/10/2024	137.35
235434	GORDON FOOD SERVICE INC	*2001016871	5/10/2024	150.50
235434	GORDON FOOD SERVICE INC	9009312781	5/10/2024	161.54
235434	GORDON FOOD SERVICE INC	9009312645	5/10/2024	169.80
235434	GORDON FOOD SERVICE INC	9009312719	5/10/2024	169.80
235434	GORDON FOOD SERVICE INC	9009312723	5/10/2024	179.72
235434	GORDON FOOD SERVICE INC	100139659	5/10/2024	207.10
235434	GORDON FOOD SERVICE INC	9009312797	5/10/2024	216.08
235434	GORDON FOOD SERVICE INC	9009312666	5/10/2024	273.84
235434	GORDON FOOD SERVICE INC	9009312660	5/10/2024	436.49
235434	GORDON FOOD SERVICE INC	9009312634	5/10/2024	567.47
235434	GORDON FOOD SERVICE INC	9009312777	5/10/2024	721.26
235434	GORDON FOOD SERVICE INC	9009312648	5/10/2024	1,231.50
235434	GORDON FOOD SERVICE INC	9009312767	5/10/2024	1,361.81
235434	GORDON FOOD SERVICE INC	9009312715	5/10/2024	1,826.00
235434	GORDON FOOD SERVICE INC	9009312641	5/10/2024	1,938.35
235434	GORDON FOOD SERVICE INC	9009312773	5/10/2024	3,169.06
235434	GORDON FOOD SERVICE INC	9009312657	5/10/2024	3,730.91
235435	GRAPHICS PLUS, INC.	24210	5/10/2024	931.19
235436	HERR, MAYSEE	2162024	5/10/2024	900.00
235437	HOME INSULATION CO, INC	48164	5/10/2024	398.00
235438	HOWIES HOCKEY, INC.	INV000231941	5/10/2024	13.98
235438	HOWIES HOCKEY, INC.	INV000231941	5/10/2024	30.72
235438	HOWIES HOCKEY, INC.	INV000231941	5/10/2024	112.32
235439	JOSTENS OF NORTHERN WI	FacGowns'24	5/10/2024	160.00
235439	JOSTENS OF NORTHERN WI	CORDSMEDALS'24	5/10/2024	1,034.00
235440	JOSTENS, INC.	34171776	5/10/2024	2,540.90
235441	KESSENICH'S	212811726	5/10/2024	103.84
235442	KYLES CONSULTING LLC	1778	5/10/2024	1,550.00
235443	LAMERS BUS LINES, INC.	58788	5/10/2024	53.39
235443	LAMERS BUS LINES, INC.	59046	5/10/2024	57.68
235443	LAMERS BUS LINES, INC.	59046	5/10/2024	57.69
235443	LAMERS BUS LINES, INC.	58639	5/10/2024	79.84
235443	LAMERS BUS LINES, INC.	58634	5/10/2024	101.94
235443	LAMERS BUS LINES, INC.	58648	5/10/2024	104.22
235443	LAMERS BUS LINES, INC.	59049	5/10/2024	109.67
235443	LAMERS BUS LINES, INC.	59049	5/10/2024	109.67
235443	LAMERS BUS LINES, INC.	59048	5/10/2024	111.82

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(5/7/2024-6/11/2024)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
235443	LAMERS BUS LINES, INC.	59048	5/10/2024	111.82
235443	LAMERS BUS LINES, INC.	59068	5/10/2024	112.01
235443	LAMERS BUS LINES, INC.	58632	5/10/2024	116.12
235443	LAMERS BUS LINES, INC.	59038	5/10/2024	120.41
235443	LAMERS BUS LINES, INC.	59062	5/10/2024	125.32
235443	LAMERS BUS LINES, INC.	59060	5/10/2024	129.80
235443	LAMERS BUS LINES, INC.	59061	5/10/2024	155.44
235443	LAMERS BUS LINES, INC.	59063	5/10/2024	156.10
235443	LAMERS BUS LINES, INC.	59047	5/10/2024	216.52
235443	LAMERS BUS LINES, INC.	59064	5/10/2024	229.49
235443	LAMERS BUS LINES, INC.	59069	5/10/2024	250.82
235443	LAMERS BUS LINES, INC.	59065	5/10/2024	285.33
235443	LAMERS BUS LINES, INC.	59059	5/10/2024	312.34
235443	LAMERS BUS LINES, INC.	58640	5/10/2024	334.32
235443	LAMERS BUS LINES, INC.	58638	5/10/2024	357.41
235443	LAMERS BUS LINES, INC.	58635	5/10/2024	579.10
235443	LAMERS BUS LINES, INC.	59044	5/10/2024	666.28
235443	LAMERS BUS LINES, INC.	59044	5/10/2024	666.29
235443	LAMERS BUS LINES, INC.	58641	5/10/2024	756.97
235443	LAMERS BUS LINES, INC.	58644	5/10/2024	849.31
235443	LAMERS BUS LINES, INC.	59070	5/10/2024	1,217.50
235444	LOR, MAIONG	APR2024 LOR/LO	5/10/2024	223.21
235445	MARATHON CO HEALTH DEPT	INV06054	5/10/2024	29.00
235446	MCHS OCCUPATIONAL HEALTH	3764-24060	5/10/2024	90.00
235446	MCHS OCCUPATIONAL HEALTH	3764-24060	5/10/2024	201.70
235446	MCHS OCCUPATIONAL HEALTH	3764-24060	5/10/2024	695.10
235447	MCKEOUGH, HEATHER	MAR2024 MILEAGE	5/10/2024	83.28
235448	METRO FIRE PROTECTION INC	1277	5/10/2024	328.00
235449	MIRON CONSTRUCTION CO INC	240120-0002	5/10/2024	85,311.39
235450	MS GRAPHICS, LLC	2014-7340	5/10/2024	811.50
235450	MS GRAPHICS, LLC	2014-7608	5/10/2024	4,018.75
235451	NTC CAMPUS STORE	RCI-00060013-1-1	5/10/2024	600.00
235452	PITNEY BOWES INC	1025277256	5/10/2024	265.58
235453	PMA SECURITIES LLC	INV20989	5/10/2024	1,500.00
235454	PROGRESSIVE TRAVEL, INC.	10714	5/10/2024	1,976.02
235455	STERLING WATER INC	342X12074707	5/10/2024	12.00
235455	STERLING WATER INC	342X12066505	5/10/2024	2,055.55
235456	TEAMBUILDR LLC	INV-060834	5/10/2024	2,400.00
235457	TEUKE, MICHAEL	WOR04302024	5/10/2024	55.00
235457	TEUKE, MICHAEL	WOR04302024	5/10/2024	55.00
235458	THE MINT CAFE, INC	4222024	5/10/2024	1,289.74

**DC EVEREST AREA SCHOOL DISTRICT
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CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
235459	VESTIS SERVICES LLC	APR2024 CUST	5/10/2024	1,772.57
235460	VILLAGE OF WESTON	APR YEAR 4772-00	5/10/2024	17.50
235460	VILLAGE OF WESTON	JAN-APR 2024 3036-00	5/10/2024	136.39
235460	VILLAGE OF WESTON	JAN-APR 2024 3036-00	5/10/2024	278.94
235460	VILLAGE OF WESTON	JAN-APR 2024 3036-00	5/10/2024	512.75
235460	VILLAGE OF WESTON	JAN-APR 2024 692-00	5/10/2024	987.00
235460	VILLAGE OF WESTON	JAN-APR 2024 692-00	5/10/2024	1,439.46
235460	VILLAGE OF WESTON	JAN-APR 2024 692-00	5/10/2024	1,890.59
235461	WALLACE, MARIAH	APR2024 MILEAGE	5/10/2024	27.74
235462	WEBIT TREASURER, DIANE WEINHEIMER-W	1706	5/10/2024	50.00
235463	WI FBLA INC	1105	5/10/2024	840.00
235463	WI FBLA INC	1105	5/10/2024	1,680.00
235464	CAMPBELL, LATANYA	102	5/10/2024	500.00
235465	BSN SPORTS LLC	925423442	5/17/2024	1,000.00
235466	FOXFIRE GOLF CLUB AT PAR 4 RESORT	EF05082024	5/17/2024	120.00
235467	MARSHFIELD HIGH SCHOOL	EF05212024	5/17/2024	150.00
235468	MERRILL HIGH SCHOOL	EF05112024	5/17/2024	150.00
235469	PINE VALLEY GOLF COURSE, INC.	EF05172024	5/17/2024	100.00
235470	WI DECA	1121216	5/17/2024	800.00
235471	ABEE INC	10686	5/17/2024	289.50
235472	BADGER SPORTING GOODS CO, INC	AAG009263-AC04	5/17/2024	12.00
235472	BADGER SPORTING GOODS CO, INC	AAG009263-AC04	5/17/2024	150.00
235473	BOELTER COMPANIES, THE	98286539	5/17/2024	32.69
235473	BOELTER COMPANIES, THE	98286539	5/17/2024	43.59
235473	BOELTER COMPANIES, THE	98286539	5/17/2024	98.08
235473	BOELTER COMPANIES, THE	98286539	5/17/2024	915.41
235474	BRICKNER'S OF WAUSAU	5542	5/17/2024	411.80
235475	DC EVEREST SENIOR HIGH SCHOOL	VB2024	5/17/2024	1,611.00
235476	DREWS WELL DRILLING INC	5732	5/17/2024	515.00
235477	EDGEWOOD COLLEGE	630424 S2 2024	5/17/2024	2,745.00
235478	EDUCATE-WI LLC	14397	5/17/2024	250.00
235479	FEL - CPS SCHOFIELD #1480	8343727	5/17/2024	94.70
235480	FRONEK, AMY	APR2024 ITEM	5/17/2024	178.21
235481	GLOWFORGE INC	IN-791184	5/17/2024	90.00
235482	GORDON FOOD SERVICE INC	2001178871	5/17/2024	(1,253.09)
235482	GORDON FOOD SERVICE INC	2001222973	5/17/2024	(362.60)
235482	GORDON FOOD SERVICE INC	2001217666	5/17/2024	(259.76)
235482	GORDON FOOD SERVICE INC	2001218261	5/17/2024	(228.64)
235482	GORDON FOOD SERVICE INC	2001178875	5/17/2024	(97.80)
235482	GORDON FOOD SERVICE INC	2001188875	5/17/2024	(75.45)
235482	GORDON FOOD SERVICE INC	2001208240	5/17/2024	(74.57)

**DC EVEREST AREA SCHOOL DISTRICT
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CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
235482	GORDON FOOD SERVICE INC	2001221791	5/17/2024	(74.36)
235482	GORDON FOOD SERVICE INC	2000906459	5/17/2024	(70.82)
235482	GORDON FOOD SERVICE INC	2001221790	5/17/2024	(60.54)
235482	GORDON FOOD SERVICE INC	2001178872	5/17/2024	(48.90)
235482	GORDON FOOD SERVICE INC	2001178878	5/17/2024	(29.34)
235482	GORDON FOOD SERVICE INC	2001178876	5/17/2024	(29.34)
235482	GORDON FOOD SERVICE INC	2001179763	5/17/2024	(19.56)
235482	GORDON FOOD SERVICE INC	2001179759	5/17/2024	(9.78)
235482	GORDON FOOD SERVICE INC	2001179762	5/17/2024	(9.78)
235482	GORDON FOOD SERVICE INC	2000651182	5/17/2024	(7.40)
235482	GORDON FOOD SERVICE INC	17270641	5/17/2024	(6.74)
235482	GORDON FOOD SERVICE INC	2001210051	5/17/2024	(0.65)
235482	GORDON FOOD SERVICE INC	9009567413	5/17/2024	6.70
235482	GORDON FOOD SERVICE INC	9009478949	5/17/2024	10.05
235482	GORDON FOOD SERVICE INC	223892359	5/17/2024	16.89
235482	GORDON FOOD SERVICE INC	218783876	5/17/2024	20.83
235482	GORDON FOOD SERVICE INC	224125280	5/17/2024	22.07
235482	GORDON FOOD SERVICE INC	9009478919	5/17/2024	26.77
235482	GORDON FOOD SERVICE INC	9009478919	5/17/2024	35.69
235482	GORDON FOOD SERVICE INC	9009567420	5/17/2024	36.58
235482	GORDON FOOD SERVICE INC	227565997	5/17/2024	38.78
235482	GORDON FOOD SERVICE INC	9005332152	5/17/2024	39.21
235482	GORDON FOOD SERVICE INC	224537678	5/17/2024	39.64
235482	GORDON FOOD SERVICE INC	22321498	5/17/2024	44.41
235482	GORDON FOOD SERVICE INC	9009478920	5/17/2024	47.91
235482	GORDON FOOD SERVICE INC	216372242	5/17/2024	48.57
235482	GORDON FOOD SERVICE INC	230100754	5/17/2024	53.24
235482	GORDON FOOD SERVICE INC	226724972	5/17/2024	57.48
235482	GORDON FOOD SERVICE INC	9004389399	5/17/2024	58.77
235482	GORDON FOOD SERVICE INC	225025972	5/17/2024	59.64
235482	GORDON FOOD SERVICE INC	225225367	5/17/2024	72.16
235482	GORDON FOOD SERVICE INC	9009478919	5/17/2024	80.31
235482	GORDON FOOD SERVICE INC	9005485093	5/17/2024	80.32
235482	GORDON FOOD SERVICE INC	230384670	5/17/2024	87.14
235482	GORDON FOOD SERVICE INC	227234267	5/17/2024	88.89
235482	GORDON FOOD SERVICE INC	9009567407	5/17/2024	99.05
235482	GORDON FOOD SERVICE INC	9009478883	5/17/2024	101.98
235482	GORDON FOOD SERVICE INC	9009727669	5/17/2024	104.90
235482	GORDON FOOD SERVICE INC	222804819	5/17/2024	129.36
235482	GORDON FOOD SERVICE INC	226553683	5/17/2024	130.97
235482	GORDON FOOD SERVICE INC	218598772	5/17/2024	135.84

**DC EVEREST AREA SCHOOL DISTRICT
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CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
235482	GORDON FOOD SERVICE INC	9009478859	5/17/2024	144.05
235482	GORDON FOOD SERVICE INC	9009478917	5/17/2024	145.11
235482	GORDON FOOD SERVICE INC	229956929	5/17/2024	153.85
235482	GORDON FOOD SERVICE INC	218085114	5/17/2024	162.58
235482	GORDON FOOD SERVICE INC	216710738	5/17/2024	165.33
235482	GORDON FOOD SERVICE INC	224696548	5/17/2024	171.89
235482	GORDON FOOD SERVICE INC	9009478877	5/17/2024	181.33
235482	GORDON FOOD SERVICE INC	9004582062	5/17/2024	185.58
235482	GORDON FOOD SERVICE INC	225877323	5/17/2024	190.27
235482	GORDON FOOD SERVICE INC	217230045	5/17/2024	194.44
235482	GORDON FOOD SERVICE INC	223623223	5/17/2024	205.43
235482	GORDON FOOD SERVICE INC	223329685	5/17/2024	206.17
235482	GORDON FOOD SERVICE INC	9009567417	5/17/2024	207.70
235482	GORDON FOOD SERVICE INC	222261598	5/17/2024	209.78
235482	GORDON FOOD SERVICE INC	226387992	5/17/2024	215.57
235482	GORDON FOOD SERVICE INC	9009478912	5/17/2024	232.44
235482	GORDON FOOD SERVICE INC	9009567413	5/17/2024	235.77
235482	GORDON FOOD SERVICE INC	227069803	5/17/2024	244.88
235482	GORDON FOOD SERVICE INC	224367450	5/17/2024	252.45
235482	GORDON FOOD SERVICE INC	222976684	5/17/2024	261.17
235482	GORDON FOOD SERVICE INC	9005107197	5/17/2024	269.50
235482	GORDON FOOD SERVICE INC	223157562	5/17/2024	284.30
235482	GORDON FOOD SERVICE INC	225538608	5/17/2024	291.61
235482	GORDON FOOD SERVICE INC	223788973	5/17/2024	296.03
235482	GORDON FOOD SERVICE INC	216540775	5/17/2024	336.54
235482	GORDON FOOD SERVICE INC	230530345	5/17/2024	340.12
235482	GORDON FOOD SERVICE INC	224131927	5/17/2024	342.86
235482	GORDON FOOD SERVICE INC	230669355	5/17/2024	355.29
235482	GORDON FOOD SERVICE INC	225373817	5/17/2024	392.44
235482	GORDON FOOD SERVICE INC	230243507	5/17/2024	395.66
235482	GORDON FOOD SERVICE INC	224854752	5/17/2024	416.22
235482	GORDON FOOD SERVICE INC	221908206	5/17/2024	419.47
235482	GORDON FOOD SERVICE INC	9009478880	5/17/2024	424.93
235482	GORDON FOOD SERVICE INC	9008816350	5/17/2024	432.45
235482	GORDON FOOD SERVICE INC	9005302957	5/17/2024	468.49
235482	GORDON FOOD SERVICE INC	229808417	5/17/2024	474.68
235482	GORDON FOOD SERVICE INC	9009478952	5/17/2024	489.37
235482	GORDON FOOD SERVICE INC	9004203876	5/17/2024	550.49
235482	GORDON FOOD SERVICE INC	221534180	5/17/2024	674.17
235482	GORDON FOOD SERVICE INC	9009478861	5/17/2024	710.51
235482	GORDON FOOD SERVICE INC	9009478919	5/17/2024	749.55

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CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
235482	GORDON FOOD SERVICE INC	222624879	5/17/2024	772.17
235482	GORDON FOOD SERVICE INC	9009567418	5/17/2024	779.92
235482	GORDON FOOD SERVICE INC	9009567466	5/17/2024	780.44
235482	GORDON FOOD SERVICE INC	9009478947	5/17/2024	824.05
235482	GORDON FOOD SERVICE INC	9009478868	5/17/2024	971.43
235482	GORDON FOOD SERVICE INC	9009478943	5/17/2024	987.99
235482	GORDON FOOD SERVICE INC	9009478856	5/17/2024	1,337.40
235482	GORDON FOOD SERVICE INC	9009567404	5/17/2024	1,345.72
235482	GORDON FOOD SERVICE INC	9009567458	5/17/2024	1,400.02
235482	GORDON FOOD SERVICE INC	9009478863	5/17/2024	1,489.14
235482	GORDON FOOD SERVICE INC	9009478913	5/17/2024	2,435.56
235482	GORDON FOOD SERVICE INC	9009567462	5/17/2024	3,366.23
235482	GORDON FOOD SERVICE INC	9009478873	5/17/2024	5,173.75
235482	GORDON FOOD SERVICE INC	9009567409	5/17/2024	7,953.78
235483	GREEN LAKE CONFERENCE CENTER	Booking 3020	5/17/2024	2,660.00
235484	HARTER'S FOX VALLEY DISPOSAL	713170	5/17/2024	5,396.00
235485	IMAGINE YOUR CAPACITY, COUNSEL & CON:	3075	5/17/2024	2,126.67
235486	INSECT LORE, INC.	INV2221438	5/17/2024	31.99
235487	LAFFIN, CARSON	GTCC April	5/17/2024	285.00
235488	LAH INTERPRETING LLC	2024	5/17/2024	420.00
235489	LAMERS BUS LINES, INC.	59768	5/17/2024	6.06
235489	LAMERS BUS LINES, INC.	59817	5/17/2024	53.39
235489	LAMERS BUS LINES, INC.	59784	5/17/2024	65.32
235489	LAMERS BUS LINES, INC.	59770	5/17/2024	76.88
235489	LAMERS BUS LINES, INC.	59804	5/17/2024	77.22
235489	LAMERS BUS LINES, INC.	59802	5/17/2024	79.55
235489	LAMERS BUS LINES, INC.	59801	5/17/2024	82.99
235489	LAMERS BUS LINES, INC.	59811	5/17/2024	87.43
235489	LAMERS BUS LINES, INC.	59800	5/17/2024	89.02
235489	LAMERS BUS LINES, INC.	59617	5/17/2024	95.96
235489	LAMERS BUS LINES, INC.	59616	5/17/2024	96.90
235489	LAMERS BUS LINES, INC.	59803	5/17/2024	96.90
235489	LAMERS BUS LINES, INC.	59794	5/17/2024	103.62
235489	LAMERS BUS LINES, INC.	59768	5/17/2024	105.02
235489	LAMERS BUS LINES, INC.	59795	5/17/2024	107.38
235489	LAMERS BUS LINES, INC.	59785	5/17/2024	120.08
235489	LAMERS BUS LINES, INC.	59771	5/17/2024	126.20
235489	LAMERS BUS LINES, INC.	59769	5/17/2024	129.49
235489	LAMERS BUS LINES, INC.	59788	5/17/2024	137.16
235489	LAMERS BUS LINES, INC.	59805	5/17/2024	144.60
235489	LAMERS BUS LINES, INC.	59806	5/17/2024	145.30

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CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
235489	LAMERS BUS LINES, INC.	59796	5/17/2024	149.05
235489	LAMERS BUS LINES, INC.	59797	5/17/2024	149.13
235489	LAMERS BUS LINES, INC.	59809	5/17/2024	150.33
235489	LAMERS BUS LINES, INC.	59807	5/17/2024	154.88
235489	LAMERS BUS LINES, INC.	59812	5/17/2024	162.35
235489	LAMERS BUS LINES, INC.	59798	5/17/2024	165.25
235489	LAMERS BUS LINES, INC.	59618	5/17/2024	186.22
235489	LAMERS BUS LINES, INC.	59626	5/17/2024	188.68
235489	LAMERS BUS LINES, INC.	59790	5/17/2024	206.77
235489	LAMERS BUS LINES, INC.	59815	5/17/2024	220.08
235489	LAMERS BUS LINES, INC.	59810	5/17/2024	250.97
235489	LAMERS BUS LINES, INC.	59622	5/17/2024	253.59
235489	LAMERS BUS LINES, INC.	59735	5/17/2024	253.74
235489	LAMERS BUS LINES, INC.	59813	5/17/2024	311.83
235489	LAMERS BUS LINES, INC.	59619	5/17/2024	325.57
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	347.82
235489	LAMERS BUS LINES, INC.	59736	5/17/2024	374.35
235489	LAMERS BUS LINES, INC.	59787	5/17/2024	403.06
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	425.76
235489	LAMERS BUS LINES, INC.	57494	5/17/2024	497.31
235489	LAMERS BUS LINES, INC.	59816	5/17/2024	562.19
235489	LAMERS BUS LINES, INC.	597776	5/17/2024	608.43
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	643.43
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	729.24
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	1,015.77
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	1,192.55
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	1,403.00
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	1,473.00
235489	LAMERS BUS LINES, INC.	59755	5/17/2024	2,345.00
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	2,416.89
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	5,616.17
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	12,072.48
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	18,130.28
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	22,448.00
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	44,010.00
235489	LAMERS BUS LINES, INC.	59889	5/17/2024	232,881.40
235490	MARA CTY TREASURER'S OFFICE	9975	5/17/2024	457.40
235491	MCKEOUGH, HEATHER	APR2024 MILEAGE	5/17/2024	100.90
235492	MMJV, LLC	W27487	5/17/2024	5,241.80
235493	MONSIDO, INC.	INV-25287	5/17/2024	5,233.34
235494	NRG BUSINESS MARKETING	HS44230005	5/17/2024	8,203.10

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235495	ORIENTAL TRADING CO INC	730949782-01	5/17/2024	253.74
235496	ORIGIN INSTRUMENTS CORPORATION	1076508	5/17/2024	134.33
235497	PITNEY BOWES GLOBAL FINANCIAL SERVICE	3319101334	5/17/2024	408.99
235498	POSITIVE PROMOTIONS, INC	7383426	5/17/2024	1,319.99
235499	SOMERVILLE ARCHITECTS	39565	5/17/2024	19,798.50
235500	TWEET/GAROT MECHANICAL INC	143755	5/17/2024	2,524.30
235501	WAUSAU WEST HIGH SCHOOL	5.9.24	5/17/2024	114.00
235502	WEST MUSIC CO	SI2405338	5/17/2024	65.94
235503	WISZ, CHANNING	GTCC April	5/17/2024	50.00
235504	GRAY FOX LENDING	05172024A	5/17/2024	162.75
235505	KOHN LAW FIRM SC	05172024A	5/17/2024	199.25
235506	MARK HARRING STANDING CHAPTER 13 TR	05172024A	5/17/2024	441.96
235507	UNITED WAY OF MARATHON CNTY	20240517ADUWAY	5/17/2024	708.82
235508	STERICYCLE, INC	8007174819	5/24/2024	22.89
235509	7 MINDSETS ACADEMY, LLC	9587	5/24/2024	4,388.13
235509	7 MINDSETS ACADEMY, LLC	9587	5/24/2024	210,630.04
235510	BACKGROUND INVESTIGATION BUREAU, LLC	INV-48193	5/24/2024	14.00
235511	BOELTER COMPANIES, THE	98289931	5/24/2024	28.22
235511	BOELTER COMPANIES, THE	98289931	5/24/2024	37.62
235511	BOELTER COMPANIES, THE	98289931	5/24/2024	84.65
235511	BOELTER COMPANIES, THE	98289931	5/24/2024	790.06
235512	DALE'S WESTON LANES, INC	AB-05162024	5/24/2024	105.00
235513	FANTA-Z FITNESS LLC	GTCC Group Fit FMA	5/24/2024	147.50
235513	FANTA-Z FITNESS LLC	GTCC Group Fit FMA	5/24/2024	175.00
235514	GORDON FOOD SERVICE INC	9009736864	5/24/2024	10.05
235514	GORDON FOOD SERVICE INC	9009987218	5/24/2024	20.10
235514	GORDON FOOD SERVICE INC	9009987086	5/24/2024	28.44
235514	GORDON FOOD SERVICE INC	9009987158	5/24/2024	40.30
235514	GORDON FOOD SERVICE INC	9009987086	5/24/2024	50.58
235514	GORDON FOOD SERVICE INC	9009987097	5/24/2024	56.95
235514	GORDON FOOD SERVICE INC	9009736842	5/24/2024	80.74
235514	GORDON FOOD SERVICE INC	9009823322	5/24/2024	85.12
235514	GORDON FOOD SERVICE INC	9009823307	5/24/2024	87.45
235514	GORDON FOOD SERVICE INC	9009823311	5/24/2024	102.03
235514	GORDON FOOD SERVICE INC	9009987098	5/24/2024	123.95
235514	GORDON FOOD SERVICE INC	9009736826	5/24/2024	126.74
235514	GORDON FOOD SERVICE INC	9009823299	5/24/2024	160.80
235514	GORDON FOOD SERVICE INC	9009736805	5/24/2024	164.15
235514	GORDON FOOD SERVICE INC	9009567472	5/24/2024	165.81
235514	GORDON FOOD SERVICE INC	9009987154	5/24/2024	168.54
235514	GORDON FOOD SERVICE INC	9009823300	5/24/2024	178.94

**DC EVEREST AREA SCHOOL DISTRICT
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235514	GORDON FOOD SERVICE INC	9009736824	5/24/2024	209.04
235514	GORDON FOOD SERVICE INC	9009736835	5/24/2024	232.44
235514	GORDON FOOD SERVICE INC	9009823301	5/24/2024	235.38
235514	GORDON FOOD SERVICE INC	9009987089	5/24/2024	251.12
235514	GORDON FOOD SERVICE INC	9009987156	5/24/2024	268.00
235514	GORDON FOOD SERVICE INC	9009987222	5/24/2024	319.46
235514	GORDON FOOD SERVICE INC	9009823320	5/24/2024	330.66
235514	GORDON FOOD SERVICE INC	9009736865	5/24/2024	333.72
235514	GORDON FOOD SERVICE INC	9009987211	5/24/2024	351.60
235514	GORDON FOOD SERVICE INC	9009736816	5/24/2024	365.19
235514	GORDON FOOD SERVICE INC	9009987068	5/24/2024	579.27
235514	GORDON FOOD SERVICE INC	9009987079	5/24/2024	638.59
235514	GORDON FOOD SERVICE INC	9009736825	5/24/2024	650.20
235514	GORDON FOOD SERVICE INC	9009736807	5/24/2024	694.60
235514	GORDON FOOD SERVICE INC	9009736863	5/24/2024	717.65
235514	GORDON FOOD SERVICE INC	9009823295	5/24/2024	742.27
235514	GORDON FOOD SERVICE INC	9009736800	5/24/2024	777.97
235514	GORDON FOOD SERVICE INC	9009736862	5/24/2024	799.39
235514	GORDON FOOD SERVICE INC	9009823294	5/24/2024	885.79
235514	GORDON FOOD SERVICE INC	9009987075	5/24/2024	958.08
235514	GORDON FOOD SERVICE INC	9009736860	5/24/2024	958.56
235514	GORDON FOOD SERVICE INC	9009987206	5/24/2024	1,059.35
235514	GORDON FOOD SERVICE INC	9009823309	5/24/2024	1,141.58
235514	GORDON FOOD SERVICE INC	9009823319	5/24/2024	1,144.56
235514	GORDON FOOD SERVICE INC	9009823297	5/24/2024	1,233.97
235514	GORDON FOOD SERVICE INC	9009987095	5/24/2024	1,310.68
235514	GORDON FOOD SERVICE INC	9009823296	5/24/2024	1,326.24
235514	GORDON FOOD SERVICE INC	9009987216	5/24/2024	1,418.28
235514	GORDON FOOD SERVICE INC	9009736812	5/24/2024	1,460.27
235514	GORDON FOOD SERVICE INC	9009736821	5/24/2024	1,497.57
235514	GORDON FOOD SERVICE INC	9009987083	5/24/2024	1,736.95
235514	GORDON FOOD SERVICE INC	9009823315	5/24/2024	1,747.23
235514	GORDON FOOD SERVICE INC	9009987211	5/24/2024	2,017.44
235514	GORDON FOOD SERVICE INC	900982333	5/24/2024	2,062.17
235514	GORDON FOOD SERVICE INC	9009823317	5/24/2024	2,493.28
235514	GORDON FOOD SERVICE INC	9009736823	5/24/2024	3,620.62
235514	GORDON FOOD SERVICE INC	9009823298	5/24/2024	4,907.77
235515	KITE, PRISCILLA	2024520	5/24/2024	100.00
235516	LAKESHORE PHOTOGRAPHY, INC.	EI-2024-1	5/24/2024	380.00
235516	LAKESHORE PHOTOGRAPHY, INC.	EI-2024-1	5/24/2024	475.00
235517	LAMERS BUS LINES, INC.	60518	5/24/2024	36.21

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235517	LAMERS BUS LINES, INC.	60518	5/24/2024	54.84
235517	LAMERS BUS LINES, INC.	59779	5/24/2024	58.39
235517	LAMERS BUS LINES, INC.	59779	5/24/2024	58.40
235517	LAMERS BUS LINES, INC.	60242	5/24/2024	68.95
235517	LAMERS BUS LINES, INC.	59820	5/24/2024	75.80
235517	LAMERS BUS LINES, INC.	59831	5/24/2024	101.21
235517	LAMERS BUS LINES, INC.	59799	5/24/2024	117.80
235517	LAMERS BUS LINES, INC.	60514	5/24/2024	118.26
235517	LAMERS BUS LINES, INC.	60513	5/24/2024	118.88
235517	LAMERS BUS LINES, INC.	60505	5/24/2024	119.48
235517	LAMERS BUS LINES, INC.	59826	5/24/2024	128.89
235517	LAMERS BUS LINES, INC.	59610	5/24/2024	141.86
235517	LAMERS BUS LINES, INC.	60516	5/24/2024	143.56
235517	LAMERS BUS LINES, INC.	60515	5/24/2024	145.08
235517	LAMERS BUS LINES, INC.	59775	5/24/2024	146.29
235517	LAMERS BUS LINES, INC.	59827	5/24/2024	174.52
235517	LAMERS BUS LINES, INC.	59824	5/24/2024	177.61
235517	LAMERS BUS LINES, INC.	59778	5/24/2024	268.10
235517	LAMERS BUS LINES, INC.	59832	5/24/2024	290.98
235517	LAMERS BUS LINES, INC.	59777	5/24/2024	433.54
235517	LAMERS BUS LINES, INC.	59777	5/24/2024	433.55
235517	LAMERS BUS LINES, INC.	59821	5/24/2024	458.80
235517	LAMERS BUS LINES, INC.	59825	5/24/2024	513.60
235517	LAMERS BUS LINES, INC.	59822	5/24/2024	552.47
235517	LAMERS BUS LINES, INC.	59823	5/24/2024	586.74
235517	LAMERS BUS LINES, INC.	59830	5/24/2024	609.01
235517	LAMERS BUS LINES, INC.	59780	5/24/2024	627.96
235517	LAMERS BUS LINES, INC.	59829	5/24/2024	688.97
235517	LAMERS BUS LINES, INC.	59828	5/24/2024	1,605.70
235518	LAO, LAO	NA	5/24/2024	500.00
235519	LEDGE VIEW NATURE CENTER	11214	5/24/2024	143.00
235520	LIM, CHERYL	MAY2024 ITEM	5/24/2024	10.00
235520	LIM, CHERYL	MAY2024 ITEM	5/24/2024	99.00
235521	LOVING TRADITIONS CAKERY LLC	45413	5/24/2024	75.00
235522	METRO FIRE PROTECTION INC	859	5/24/2024	135.00
235523	MPEC - NAPA AUTO PARTS	916730	5/24/2024	7.49
235523	MPEC - NAPA AUTO PARTS	916816	5/24/2024	9.00
235523	MPEC - NAPA AUTO PARTS	917556	5/24/2024	59.88
235523	MPEC - NAPA AUTO PARTS	916479	5/24/2024	132.20
235524	MS GRAPHICS, LLC	2014-7625	5/24/2024	890.00
235525	MYSTERY SCIENCE C/O DISCOVERY EDUCATI	247029	5/24/2024	10,465.00

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235526	RIBBONS GALORE, INC.	200384	5/24/2024	659.46
235527	ROGAN SHOES, INC.	292319	5/24/2024	155.00
235528	STAPLES ADVANTAGE	3565182259	5/24/2024	25.06
235529	THE MINT CAFE, INC	05152024d	5/24/2024	1,121.55
235530	TREETOPPERS WRESTLING CLUB	APR302024	5/24/2024	798.35
235531	WALSWORTH PUBLISHING CO INC	2618841	5/24/2024	760.64
235532	WE HELP WAR VICTIMS, INC.	Jim Harris donation	5/24/2024	200.00
235533	MONSIDO, INC.	INV-25287	5/23/2024	5,233.34
235534	WI DECA	1121216	5/28/2024	165.00
235535	COLLEGE BOARD	A251300041	5/31/2024	69,771.00
235536	EAU CLAIRE MEMORIAL HS	EF05222024	5/31/2024	160.00
235537	RHINELANDER HIGH SCHOOL	EF05202024	5/31/2024	150.00
235538	VILLAGE OF WESTON	52324	5/31/2024	500.00
235539	VILLAGE OF ROTHSCHILD	53124	5/31/2024	500.00
235540	BOELTER COMPANIES, THE	98296305	5/31/2024	30.07
235540	BOELTER COMPANIES, THE	98296305	5/31/2024	40.08
235540	BOELTER COMPANIES, THE	98296305	5/31/2024	90.21
235540	BOELTER COMPANIES, THE	98293434	5/31/2024	121.57
235540	BOELTER COMPANIES, THE	98293434	5/31/2024	162.10
235540	BOELTER COMPANIES, THE	98293434	5/31/2024	364.72
235540	BOELTER COMPANIES, THE	98296305	5/31/2024	841.92
235540	BOELTER COMPANIES, THE	98293434	5/31/2024	3,404.07
235541	BRICKNER'S OF WAUSAU	5.1.24	5/31/2024	652.93
235542	CELLCOM - WAUSAU	331345	5/31/2024	345.64
235543	CURRICULUM ASSOCIATES LLC	90817869	5/31/2024	70.20
235544	GORDON FOOD SERVICE INC	2001229665	5/31/2024	(76.20)
235544	GORDON FOOD SERVICE INC	2001244649	5/31/2024	(72.74)
235544	GORDON FOOD SERVICE INC	2001266644	5/31/2024	(49.45)
235544	GORDON FOOD SERVICE INC	2001273659	5/31/2024	(38.26)
235544	GORDON FOOD SERVICE INC	2001266289	5/31/2024	(28.84)
235544	GORDON FOOD SERVICE INC	9010071008	5/31/2024	3.35
235544	GORDON FOOD SERVICE INC	9010071032	5/31/2024	10.05
235544	GORDON FOOD SERVICE INC	9010071009	5/31/2024	41.07
235544	GORDON FOOD SERVICE INC	9010070992	5/31/2024	49.49
235544	GORDON FOOD SERVICE INC	9010070989	5/31/2024	52.10
235544	GORDON FOOD SERVICE INC	9010071024	5/31/2024	99.76
235544	GORDON FOOD SERVICE INC	9010070986	5/31/2024	150.75
235544	GORDON FOOD SERVICE INC	9010071010	5/31/2024	200.20
235544	GORDON FOOD SERVICE INC	9010070988	5/31/2024	213.04
235544	GORDON FOOD SERVICE INC	9010071004	5/31/2024	361.62
235544	GORDON FOOD SERVICE INC	9010071030	5/31/2024	441.72

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235544	GORDON FOOD SERVICE INC	9010071026	5/31/2024	495.94
235544	GORDON FOOD SERVICE INC	9010071029	5/31/2024	681.15
235544	GORDON FOOD SERVICE INC	9010070976	5/31/2024	965.99
235544	GORDON FOOD SERVICE INC	9010071005	5/31/2024	1,072.83
235544	GORDON FOOD SERVICE INC	9010070979	5/31/2024	1,371.40
235544	GORDON FOOD SERVICE INC	9010070984	5/31/2024	1,522.66
235544	GORDON FOOD SERVICE INC	9010071027	5/31/2024	2,056.96
235544	GORDON FOOD SERVICE INC	9010071023	5/31/2024	2,389.14
235544	GORDON FOOD SERVICE INC	9010070978	5/31/2024	4,773.42
235545	GREEN VALLEY SEPTIC LLC	I10737	5/31/2024	165.00
235546	GROSSKLAUS, THOMAS	APPROCTOR MAY13	5/31/2024	117.00
235546	GROSSKLAUS, THOMAS	APPROCTOR MAY6	5/31/2024	468.00
235547	K AND M ELECTRIC INC	687X3	5/31/2024	3,534.63
235548	KIELPINSKI, KELLY	45383	5/31/2024	265.32
235549	LAMERS BUS LINES, INC.	60552	5/31/2024	33.16
235549	LAMERS BUS LINES, INC.	60552	5/31/2024	33.17
235549	LAMERS BUS LINES, INC.	60546	5/31/2024	55.30
235549	LAMERS BUS LINES, INC.	60504	5/31/2024	81.26
235549	LAMERS BUS LINES, INC.	60547	5/31/2024	87.83
235549	LAMERS BUS LINES, INC.	60547	5/31/2024	87.84
235549	LAMERS BUS LINES, INC.	60517	5/31/2024	93.41
235549	LAMERS BUS LINES, INC.	60510	5/31/2024	98.27
235549	LAMERS BUS LINES, INC.	60551	5/31/2024	100.45
235549	LAMERS BUS LINES, INC.	60551	5/31/2024	100.45
235549	LAMERS BUS LINES, INC.	60545	5/31/2024	125.93
235549	LAMERS BUS LINES, INC.	60545	5/31/2024	125.93
235549	LAMERS BUS LINES, INC.	60508	5/31/2024	144.67
235549	LAMERS BUS LINES, INC.	60528	5/31/2024	145.08
235549	LAMERS BUS LINES, INC.	59818	5/31/2024	148.81
235549	LAMERS BUS LINES, INC.	59818	5/31/2024	148.81
235549	LAMERS BUS LINES, INC.	60507	5/31/2024	171.16
235549	LAMERS BUS LINES, INC.	60526	5/31/2024	175.66
235549	LAMERS BUS LINES, INC.	59834	5/31/2024	181.62
235549	LAMERS BUS LINES, INC.	60525	5/31/2024	182.85
235549	LAMERS BUS LINES, INC.	60523	5/31/2024	184.26
235549	LAMERS BUS LINES, INC.	60509	5/31/2024	216.11
235549	LAMERS BUS LINES, INC.	60527	5/31/2024	243.43
235549	LAMERS BUS LINES, INC.	59833	5/31/2024	278.61
235549	LAMERS BUS LINES, INC.	60522	5/31/2024	298.90
235549	LAMERS BUS LINES, INC.	60511	5/31/2024	317.00
235549	LAMERS BUS LINES, INC.	60524	5/31/2024	506.93

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235549	LAMERS BUS LINES, INC.	59819	5/31/2024	547.84
235549	LAMERS BUS LINES, INC.	59819	5/31/2024	547.85
235549	LAMERS BUS LINES, INC.	60866	5/31/2024	2,450.00
235550	LIFE ECOLOGY ORGANIZATION LLC	51624	5/31/2024	2,500.00
235551	MARATHON CO HEALTH DEPT	INV06162	5/31/2024	29.00
235551	MARATHON CO HEALTH DEPT	138 HSAT-7QWNXH 2024	5/31/2024	505.44
235551	MARATHON CO HEALTH DEPT	138 HSAT-7QXDKW GH	5/31/2024	650.76
235552	MS GRAPHICS, LLC	2014-7637	5/31/2024	425.00
235553	PERFORMANCE TIMING LLC	1439	5/31/2024	1,000.00
235554	QIAN, CHEN	MAY2024 CULTURE	5/31/2024	200.00
235555	RICS SEWER SERVICE LLC	MAY.08.2024	5/31/2024	425.00
235555	RICS SEWER SERVICE LLC	MAY.16.2024	5/31/2024	970.00
235556	ROBERT PAYNE PHOTOGRAPHY INC.	5.22.2024	5/31/2024	799.45
235557	SOPPE, LORALI	4-26-2024 Chicago	5/31/2024	106.71
235558	SOUNDZABOUND MUSIC LIBRARY	108008	5/31/2024	297.00
235559	TEUKE, MICHAEL	WOR05202024	5/31/2024	80.00
235560	TRANSFORMATION COUNSELING AND TRAI	22	5/31/2024	200.00
235561	UNITED RENTALS INC	234022803-001	5/31/2024	823.33
235562	VIRCO	92049102a	5/31/2024	2,537.08
235563	WANG, JOY	MAY2024 CULTURE	5/31/2024	150.00
235564	WAUSAU EARLY BIRDS ROTARY	4250386	5/31/2024	160.00
235565	WENGER CORPORATION	872695	5/31/2024	16,408.33
235566	WI DECA	1121216	5/31/2024	165.00
235567	DC EVEREST SENIOR HIGH SCHOOL	24-0529	5/31/2024	221.65
235568	GRAY FOX LENDING	05312024A	5/31/2024	155.72
235569	KOHN LAW FIRM SC	05312024A	5/31/2024	181.34
235570	MARK HARRING STANDING CHAPTER 13 TR	05312024A	5/31/2024	441.96
235571	UNITED WAY OF MARATHON CNTY	20240531ADUWAY	5/31/2024	708.82
235572	LAMERS BUS LINES, INC.	61544	6/7/2024	785.00
235573	LAMERS BUS LINES, INC.	61627	6/7/2024	735.00
235574	MERRILL HIGH SCHOOL	EFGLF05112024	6/7/2024	125.00
235574	MERRILL HIGH SCHOOL	EFGLF05112024	6/7/2024	150.00
235575	THE CENTRE FOR WELL-BEING INC	302129	6/7/2024	2,550.00
235576	WAUSAU EAST HIGH SCHOOL	EF05142024	6/7/2024	120.00
235577	WI PUBLIC SERVICE	5042436839	6/7/2024	2,932.36
235578	ALDRIAN, GREG	24344	6/7/2024	6.50
235579	ALLIANT UTILITIES/WP&L	45413	6/7/2024	1,313.75
235580	ARROWOOD, SHANE	Samuel Arrowood	6/7/2024	11.35
235581	BAKER, TAMMY	Alexandra Plesha	6/7/2024	53.50
235582	BLOEMERS, BRYAN	Evan Bloemers	6/7/2024	36.75
235583	BRIERTON, BONNIE	Sandra Brierton	6/7/2024	80.20

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235584	CANNON, JENNIFER	Logan Cherek	6/7/2024	17.40
235585	CIHLAR, NATHAN	Athena Cihlar	6/7/2024	7.75
235586	CONDON OIL COMPANY	T75851	6/7/2024	1,267.94
235587	COTTER, ANDREW	Andrew Cotter	6/7/2024	46.90
235588	COURTRIGHT, JIM	Tanner Courtright	6/7/2024	30.86
235589	DC EVEREST AREA SCHOOL DISTRICT	24-0530	6/7/2024	344.75
235590	DICKINSON, LAURA	Wyatt Dickinson	6/7/2024	18.55
235591	DREWS, THOMAS	Jed Drews	6/7/2024	12.95
235592	ERICKSON, MARGARET	Margaret Erickson	6/7/2024	6.50
235593	EVOLUTIONS IN DESIGN	74765	6/7/2024	133.00
235594	FEL - CPS SCHOFIELD #1480	8169734	6/7/2024	7.33
235595	FELCH, JENNIFER	Brayden Felch	6/7/2024	19.00
235596	GOETSCH, HOLLY	24659	6/7/2024	28.25
235597	GORDON FOOD SERVICE INC	9008479784	6/7/2024	33.50
235597	GORDON FOOD SERVICE INC	9008731041	6/7/2024	51.78
235597	GORDON FOOD SERVICE INC	9008730612	6/7/2024	70.35
235597	GORDON FOOD SERVICE INC	9010303264	6/7/2024	92.60
235597	GORDON FOOD SERVICE INC	9010303256	6/7/2024	157.76
235597	GORDON FOOD SERVICE INC	9009063958	6/7/2024	184.91
235597	GORDON FOOD SERVICE INC	9010303263	6/7/2024	190.58
235597	GORDON FOOD SERVICE INC	9010223199	6/7/2024	190.58
235597	GORDON FOOD SERVICE INC	9010303252	6/7/2024	198.91
235597	GORDON FOOD SERVICE INC	9010303262	6/7/2024	239.44
235597	GORDON FOOD SERVICE INC	9010150679	6/7/2024	279.60
235597	GORDON FOOD SERVICE INC	9010303255	6/7/2024	298.15
235597	GORDON FOOD SERVICE INC	9010303261	6/7/2024	343.50
235597	GORDON FOOD SERVICE INC	9010223195	6/7/2024	544.89
235597	GORDON FOOD SERVICE INC	9010303253	6/7/2024	573.51
235597	GORDON FOOD SERVICE INC	9008571629	6/7/2024	1,418.02
235597	GORDON FOOD SERVICE INC	9010303257	6/7/2024	1,948.86
235598	HASS, KAREN	24867	6/7/2024	13.15
235599	HEITING, BRAD	Brandon Heiting	6/7/2024	32.85
235600	ISAACSON, BART	Casey Isaacson	6/7/2024	9.90
235601	ISTRATE, CLAUDIA	Ava Kumar	6/7/2024	6.15
235602	JAEGER, JEFF	Caleb Jaeger	6/7/2024	9.30
235603	JIANG, YIN	Anson Jiang	6/7/2024	17.60
235604	K AND M ELECTRIC INC	693-3	6/7/2024	12,880.00
235605	KEMPA-BOB KAY, VP MEMBERSHIP	5.31.24	6/7/2024	60.00
235606	KOENIG, KURT	24663	6/7/2024	20.45
235607	KYLES CONSULTING LLC	1801	6/7/2024	1,550.00
235608	LAMERS BUS LINES, INC.	61903	6/7/2024	53.39

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235608	LAMERS BUS LINES, INC.	61904	6/7/2024	62.75
235608	LAMERS BUS LINES, INC.	61523	6/7/2024	71.42
235608	LAMERS BUS LINES, INC.	61917	6/7/2024	74.33
235608	LAMERS BUS LINES, INC.	61526	6/7/2024	75.32
235608	LAMERS BUS LINES, INC.	61913	6/7/2024	78.29
235608	LAMERS BUS LINES, INC.	61541	6/7/2024	88.16
235608	LAMERS BUS LINES, INC.	61522	6/7/2024	88.84
235608	LAMERS BUS LINES, INC.	61543	6/7/2024	89.37
235608	LAMERS BUS LINES, INC.	61894	6/7/2024	94.89
235608	LAMERS BUS LINES, INC.	61896	6/7/2024	98.59
235608	LAMERS BUS LINES, INC.	61532	6/7/2024	100.30
235608	LAMERS BUS LINES, INC.	61530	6/7/2024	102.08
235608	LAMERS BUS LINES, INC.	61512	6/7/2024	106.78
235608	LAMERS BUS LINES, INC.	61493	6/7/2024	107.12
235608	LAMERS BUS LINES, INC.	61918	6/7/2024	109.27
235608	LAMERS BUS LINES, INC.	61498	6/7/2024	113.84
235608	LAMERS BUS LINES, INC.	61495	6/7/2024	115.64
235608	LAMERS BUS LINES, INC.	61499	6/7/2024	122.15
235608	LAMERS BUS LINES, INC.	61527	6/7/2024	122.37
235608	LAMERS BUS LINES, INC.	61515	6/7/2024	131.24
235608	LAMERS BUS LINES, INC.	61501	6/7/2024	136.23
235608	LAMERS BUS LINES, INC.	61507	6/7/2024	140.11
235608	LAMERS BUS LINES, INC.	61502	6/7/2024	145.36
235608	LAMERS BUS LINES, INC.	61536	6/7/2024	147.70
235608	LAMERS BUS LINES, INC.	61914	6/7/2024	147.92
235608	LAMERS BUS LINES, INC.	61911	6/7/2024	152.48
235608	LAMERS BUS LINES, INC.	61494	6/7/2024	155.82
235608	LAMERS BUS LINES, INC.	61915	6/7/2024	159.94
235608	LAMERS BUS LINES, INC.	60549	6/7/2024	172.64
235608	LAMERS BUS LINES, INC.	61538	6/7/2024	178.32
235608	LAMERS BUS LINES, INC.	61896	6/7/2024	182.97
235608	LAMERS BUS LINES, INC.	61524	6/7/2024	183.18
235608	LAMERS BUS LINES, INC.	61916	6/7/2024	185.80
235608	LAMERS BUS LINES, INC.	61505	6/7/2024	213.56
235608	LAMERS BUS LINES, INC.	61500	6/7/2024	213.56
235608	LAMERS BUS LINES, INC.	61509	6/7/2024	213.56
235608	LAMERS BUS LINES, INC.	61496	6/7/2024	213.56
235608	LAMERS BUS LINES, INC.	61540	6/7/2024	253.21
235608	LAMERS BUS LINES, INC.	61540	6/7/2024	268.01
235608	LAMERS BUS LINES, INC.	61528	6/7/2024	307.84
235608	LAMERS BUS LINES, INC.	61521	6/7/2024	314.34

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235608	LAMERS BUS LINES, INC.	61510	6/7/2024	454.57
235608	LAMERS BUS LINES, INC.	61539	6/7/2024	470.16
235608	LAMERS BUS LINES, INC.	60821	6/7/2024	527.85
235608	LAMERS BUS LINES, INC.	61542	6/7/2024	566.40
235608	LAMERS BUS LINES, INC.	61919	6/7/2024	587.29
235609	LANG, STANLEY	50727	6/7/2024	10.40
235610	LEDESMA, SCOTT	56064	6/7/2024	27.15
235611	LOR, MAIONG	MAY2024/LOR/LAO	6/7/2024	262.20
235612	MARATHON CO HEALTH DEPT	138 HSAT-7QWU5B TO	6/7/2024	548.80
235612	MARATHON CO HEALTH DEPT	6302024	6/7/2024	2,418.00
235613	MCBRIDE, TAMEISHA	MAY2024 YA	6/7/2024	12.95
235614	MCMENAMIN, JAMES	24263	6/7/2024	22.55
235615	MOSES, BOB	Lindsey Moses	6/7/2024	31.70
235616	MPEC - NAPA AUTO PARTS	39198	6/7/2024	134.92
235617	MUHS, LETTIE	MAY2024/WOOD/MUHS	6/7/2024	203.68
235618	NASCO INC - EDUCATION	599934	6/7/2024	103.09
235619	OSTREM, WILL	24715	6/7/2024	6.35
235620	PINEDA, OSVALDO	24370	6/7/2024	6.30
235621	PRESCOTT, DYLAN	45413	6/7/2024	2,100.00
235622	RACINE, JENNIFER	50051	6/7/2024	23.50
235623	SABATKE, CRAIG	24407	6/7/2024	5.90
235624	SAWMILL ADVENTURE PARK	279786	6/7/2024	27.50
235624	SAWMILL ADVENTURE PARK	279786	6/7/2024	500.00
235625	SCHIRMER, KATI	Ava Sepersky	6/7/2024	55.95
235626	SCHMIDT, DIANA	Taylor Dillion	6/7/2024	12.85
235627	SCHOENROCK, KURT	24376	6/7/2024	10.70
235628	SPAAY, PAUL	24769	6/7/2024	14.30
235629	ST JOHN LUTHERAN SCHOOL	STJO-4K-May2024	6/7/2024	3,658.20
235630	STERLING WATER INC	342X12163104	6/7/2024	35.60
235630	STERLING WATER INC	342X12154608	6/7/2024	2,361.25
235631	STRANSKY, JOHN	53427	6/7/2024	8.70
235632	TESCH, GREG	Calvin Tesch	6/7/2024	9.95
235633	TRAVEL CONSULTANTS, INC.	E016704273031	6/7/2024	872.21
235634	U.S. WATER, LLC.	177975	6/7/2024	149.95
235635	UKPONG, HOPE	Jorden Ukpong	6/7/2024	13.50
235636	VANG, JOHN	56000	6/7/2024	18.65
235637	VILLAGE OF WESTON	MAY 2024 6577-00	6/7/2024	281.75
235637	VILLAGE OF WESTON	MAY 2024 6577-00	6/7/2024	387.20
235637	VILLAGE OF WESTON	MAY 2024 6577-00	6/7/2024	478.88
235637	VILLAGE OF WESTON	02-05 2024 2749-00	6/7/2024	1,116.90
235637	VILLAGE OF WESTON	02-05 2024 2749-00	6/7/2024	1,181.84

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235637	VILLAGE OF WESTON	02-05 2024 2146-00	6/7/2024	1,916.54
235637	VILLAGE OF WESTON	02-05 2024 2025-00	6/7/2024	2,311.49
235637	VILLAGE OF WESTON	02-05 2024 2146-00	6/7/2024	2,327.09
235637	VILLAGE OF WESTON	02-05 2024 2025-00	6/7/2024	2,450.00
235637	VILLAGE OF WESTON	02-05 2024 2025-00	6/7/2024	3,156.58
235637	VILLAGE OF WESTON	02-05 2024 2146-00	6/7/2024	4,303.25
235638	WEILAND, KARA	Anna Weiland	6/7/2024	14.75
235639	WILLIAMS, HEATH	Grayson Williams	6/7/2024	21.00
235640	ZASTROW, TERESA	55000	6/7/2024	5.80
232402771	ABBIEHL, DAREN	WOR04302024	5/10/2024	80.00
232402772	ABLE DISTRIBUTING CO INC	S020172517.001	5/10/2024	13.64
232402772	ABLE DISTRIBUTING CO INC	S020241652.001	5/10/2024	14.50
232402772	ABLE DISTRIBUTING CO INC	CO1960417001	5/10/2024	422.01
232402773	ALFONSO, JAMES	REF04302024	5/10/2024	34.50
232402773	ALFONSO, JAMES	REF04302024	5/10/2024	100.00
232402774	ALLEN, ELMER	REF05032024	5/10/2024	65.00
232402774	ALLEN, ELMER	REF05042024	5/10/2024	200.00
232402775	ALVIS, LEROY JR	REF04302024	5/10/2024	60.00
232402776	AMAZON CAPITAL SERVICES	1MQG-TCG1-43XW	5/10/2024	(47.98)
232402776	AMAZON CAPITAL SERVICES	1HNN-FMY-Y-WGJN	5/10/2024	(23.99)
232402776	AMAZON CAPITAL SERVICES	1YVX-6TJW-T1FV	5/10/2024	(23.99)
232402776	AMAZON CAPITAL SERVICES	169P-LV1T-46HX	5/10/2024	12.99
232402776	AMAZON CAPITAL SERVICES	1NXQ-KXQL-3RJ4	5/10/2024	19.89
232402776	AMAZON CAPITAL SERVICES	161Y-T77J-DF74	5/10/2024	24.99
232402776	AMAZON CAPITAL SERVICES	1GMG-6N39-Y1X3	5/10/2024	30.97
232402776	AMAZON CAPITAL SERVICES	1NR4-MV14-W6YR	5/10/2024	33.90
232402776	AMAZON CAPITAL SERVICES	1XQX-QHWH-PMC7	5/10/2024	40.03
232402776	AMAZON CAPITAL SERVICES	1PMQ-KDN3-1DN7	5/10/2024	68.97
232402776	AMAZON CAPITAL SERVICES	1WWW-4WYK-VHW3	5/10/2024	90.57
232402776	AMAZON CAPITAL SERVICES	1QHQ-1QQW-6T4K	5/10/2024	111.88
232402776	AMAZON CAPITAL SERVICES	1KXC-V4LP-QXDV	5/10/2024	151.46
232402776	AMAZON CAPITAL SERVICES	1WD7-DV9T-41KL	5/10/2024	166.64
232402776	AMAZON CAPITAL SERVICES	1TQR-KFJK-3WK9	5/10/2024	232.44
232402776	AMAZON CAPITAL SERVICES	11FT-9QXD-D14K	5/10/2024	242.52
232402776	AMAZON CAPITAL SERVICES	1KYH-MQKK-9KPG	5/10/2024	612.86
232402776	AMAZON CAPITAL SERVICES	1DNP-6FJ6-1GHX	5/10/2024	1,034.44
232402776	AMAZON CAPITAL SERVICES	1KYH-MQKK-9KPG	5/10/2024	1,092.09
232402776	AMAZON CAPITAL SERVICES	1GCT-37FX-F6T4	5/10/2024	1,226.96
232402777	AMERICAN WELDING & GAS INC	10086618	5/10/2024	34.98
232402777	AMERICAN WELDING & GAS INC	10086814	5/10/2024	38.80
232402778	BAILEY, SARAH	APR2024 MILEAGE	5/10/2024	12.06

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232402779	BARTHOLF, JORDAN	GTCC Bartholf	5/10/2024	75.00
232402779	BARTHOLF, JORDAN	GTCC Bartholf	5/10/2024	75.00
232402779	BARTHOLF, JORDAN	GTCC Bartholf Feb	5/10/2024	87.50
232402780	BATES, CRISTIE	APR2024 MILEAGE	5/10/2024	155.44
232402781	BAUDHUIN, LATICIA	MAR/APR2024 ITEM	5/10/2024	5.98
232402781	BAUDHUIN, LATICIA	MAR/APR2024 ITEM	5/10/2024	16.97
232402781	BAUDHUIN, LATICIA	APR2024 MILEAGE	5/10/2024	30.35
232402782	BELANGER, SCOTT	REF05032024	5/10/2024	100.00
232402783	BLAUBACH, REBECCA	MAY2024 ITEM	5/10/2024	12.73
232402784	BLOCK, JEFFREY	REF05032024	5/10/2024	100.00
232402785	BRECKE, ROXANNE	APR2024 MILEAGE	5/10/2024	140.30
232402786	BUCHBERGER, LAWRENCE	REF04292024	5/10/2024	90.00
232402786	BUCHBERGER, LAWRENCE	REF05042024	5/10/2024	300.00
232402787	CARRICO AQUATIC RESOURCES, INC	20242363	5/10/2024	137.50
232402787	CARRICO AQUATIC RESOURCES, INC	20241710	5/10/2024	137.50
232402787	CARRICO AQUATIC RESOURCES, INC	20242298	5/10/2024	610.07
232402788	CEDAR CREST SPECIALTIES, INC.	212409506	5/10/2024	363.84
232402789	CLEVELAND, CARLY	APR2024 MILEAGE	5/10/2024	71.02
232402790	COOK, WILLIAM	REF05032024	5/10/2024	180.00
232402791	DEAF AND HARD OF HEARING EDUCATIONA	45383	5/10/2024	1,530.00
232402791	DEAF AND HARD OF HEARING EDUCATIONA	45383	5/10/2024	1,615.00
232402791	DEAF AND HARD OF HEARING EDUCATIONA	45383	5/10/2024	3,952.50
232402792	DIEDRICH, CRAIG	REF04302024	5/10/2024	90.00
232402793	DREWEK, DAVID	REF05042024	5/10/2024	300.00
232402794	EISENMAN, LOUIS	REF05042024	5/10/2024	300.00
232402795	ENGBRETSON, AMY	APR2024 MILEAGE	5/10/2024	135.54
232402796	FASTENAL COMPANY	WISCH368348	5/10/2024	9.85
232402796	FASTENAL COMPANY	WISCH369708	5/10/2024	40.65
232402797	FERGUSON ENTERPRISES LLC #1550	7503284	5/10/2024	170.73
232402797	FERGUSON ENTERPRISES LLC #1550	7927828	5/10/2024	1,444.91
232402798	FIRST SUPPLY LLC	162177-00	5/10/2024	7.51
232402798	FIRST SUPPLY LLC	162168-00	5/10/2024	29.15
232402798	FIRST SUPPLY LLC	162077-00	5/10/2024	45.60
232402799	FISCHER, TAMMY	APR2024 ITEMb	5/10/2024	9.00
232402799	FISCHER, TAMMY	APR2024 ITEMb	5/10/2024	57.60
232402800	FOX, GRETCHEN	APR2024 ITEM	5/10/2024	33.89
232402800	FOX, GRETCHEN	APR2024 MILEAGE	5/10/2024	49.85
232402801	FRIEDRICH, TERESSA	APR2024 MILEAGE	5/10/2024	76.45
232402802	FUEHRER, JACOB	REF04302024	5/10/2024	45.00
232402803	GOESSL, GLENN	REF04302024	5/10/2024	90.00
232402804	GULDAN, DONNA	APR2024 MILEAGE	5/10/2024	17.42

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232402805	HABECK, MICHAEL	WOR04302024	5/10/2024	90.00
232402806	HALL, CINDY	APR2024 MILEAGE	5/10/2024	151.69
232402807	HECKEL, CORY	APR2024 MILEAGEa	5/10/2024	40.00
232402807	HECKEL, CORY	APR2024 MILEAGE	5/10/2024	67.07
232402808	HELLER, LUKE	WOR04302024	5/10/2024	55.00
232402809	HILLMAN, FRED	WOR04302024	5/10/2024	80.00
232402810	HINTZ, MORGAN	MAY2024 ITEM	5/10/2024	55.00
232402810	HINTZ, MORGAN	APR2024 MILEAGE	5/10/2024	59.23
232402810	HINTZ, MORGAN	APR2024 CONF	5/10/2024	155.85
232402811	HOFFMAN, AARON	APR2024 MILEAGE	5/10/2024	63.78
232402812	HORST DISTRIBUTING INC	107607-000	5/10/2024	13.13
232402812	HORST DISTRIBUTING INC	107607-000	5/10/2024	887.24
232402813	HUGHES, JAYMI	APR2024 ITEM	5/10/2024	109.94
232402814	JAGLINSKI, PAUL	REF04292024	5/10/2024	90.00
232402815	JANKE, TODD	REF04302024	5/10/2024	60.00
232402815	JANKE, TODD	REF05042024	5/10/2024	200.00
232402816	JEHN, KALLY	APR2024 MILEAGE	5/10/2024	15.28
232402817	JOHNSON, JODY	MAY2024 ITEM	5/10/2024	100.00
232402818	KAMINSKI, SARAH	APR2024 MILEAGE	5/10/2024	176.14
232402819	KAMKE, REBECCA	WOR04302024	5/10/2024	125.00
232402820	KAMPMANN, KEVIN	APRIL2024 MILEAGE	5/10/2024	93.80
232402821	KAPPEL, SAMANTHA	GTCC March April	5/10/2024	111.00
232402821	KAPPEL, SAMANTHA	GTCC March April	5/10/2024	146.50
232402822	KENITZER, RICHARD	WOR04292024	5/10/2024	45.00
232402822	KENITZER, RICHARD	WOR05032024	5/10/2024	45.00
232402822	KENITZER, RICHARD	WOR05042023	5/10/2024	135.00
232402823	KOSS, RACHEL	APR2024 MILEAGE	5/10/2024	84.82
232402824	KRUEGER, SAVANNA	APR2024 MILEAGE	5/10/2024	21.58
232402824	KRUEGER, SAVANNA	APR2024 CONF	5/10/2024	79.10
232402825	KWIK TRIP INC	00054784 APR2024	5/10/2024	190.84
232402825	KWIK TRIP INC	00054784 APR2024	5/10/2024	249.55
232402825	KWIK TRIP INC	00054784 APR2024	5/10/2024	967.41
232402825	KWIK TRIP INC	00054784 APR2024	5/10/2024	1,184.70
232402826	LEHMAN, GINA	APR2024 MILEAGE	5/10/2024	30.62
232402826	LEHMAN, GINA	MAY2024 ITEM	5/10/2024	34.92
232402827	LO, XENG	REF04302024	5/10/2024	60.00
232402828	LOR, LONG	REF04302024	5/10/2024	60.00
232402829	LUKASKO, TIFFANY	APR2024 MILEAGE	5/10/2024	190.55
232402830	LYON, KAELYN	APR2024 MILEAGE	5/10/2024	192.69
232402831	MARATHON PEST CONTROL	INV56899	5/10/2024	35.00
232402831	MARATHON PEST CONTROL	INV56869	5/10/2024	38.00

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232402831	MARATHON PEST CONTROL	INV56871	5/10/2024	38.00
232402831	MARATHON PEST CONTROL	INV56882	5/10/2024	38.00
232402831	MARATHON PEST CONTROL	INV56884	5/10/2024	38.00
232402831	MARATHON PEST CONTROL	INV56887	5/10/2024	38.00
232402831	MARATHON PEST CONTROL	INV56888	5/10/2024	38.00
232402832	MARCELLINO, ANTHONY	APR2024 MILEAGE	5/10/2024	94.40
232402833	MATSCHKE, RANDY	REF04302024	5/10/2024	100.00
232402834	MCCARTHY, SEAN	WOR04302024	5/10/2024	55.00
232402835	MCCARTHY, SHEILA	WOR04302024	5/10/2024	55.00
232402836	MCMILLAN-HEHIR, HEATHER	APR2024 MILEAGE	5/10/2024	65.73
232402837	MEFFERD, RIANA	APR2024 MILEAGE	5/10/2024	220.43
232402838	MONK, DAVID	REF04302024	5/10/2024	7.20
232402838	MONK, DAVID	REF04302024	5/10/2024	100.00
232402839	MOSINEE SCHOOL DISTRICT	MSD2324-08	5/10/2024	10.13
232402839	MOSINEE SCHOOL DISTRICT	MSD2324-07	5/10/2024	375.68
232402840	NASSCO INC - CUSTODIAL	6418213	5/10/2024	(44.33)
232402840	NASSCO INC - CUSTODIAL	6421839	5/10/2024	160.28
232402840	NASSCO INC - CUSTODIAL	6420512	5/10/2024	180.94
232402840	NASSCO INC - CUSTODIAL	6420513	5/10/2024	2,817.76
232402841	NATL ELEVATOR INSPECTION SERVICES, INC.	RI24011554	5/10/2024	82.00
232402842	NEOLA, INC	107138	5/10/2024	1,375.00
232402843	OVERDRIVE INC	CD0258424135339	5/10/2024	306.77
232402844	PAN O GOLD BAKING CO ST CLOUD	3165127	5/10/2024	556.94
232402844	PAN O GOLD BAKING CO ST CLOUD	3165127	5/10/2024	5,012.44
232402845	PAVLOVICH, JENNIFER	APR2024 CONF	5/10/2024	56.11
232402846	PERFORMANCE FOODSERVICE	491077	5/10/2024	(1,325.50)
232402846	PERFORMANCE FOODSERVICE	494600	5/10/2024	7.00
232402846	PERFORMANCE FOODSERVICE	495593	5/10/2024	85.82
232402846	PERFORMANCE FOODSERVICE	498912	5/10/2024	133.60
232402846	PERFORMANCE FOODSERVICE	498912	5/10/2024	158.42
232402846	PERFORMANCE FOODSERVICE	494600	5/10/2024	207.78
232402846	PERFORMANCE FOODSERVICE	498912	5/10/2024	245.08
232402846	PERFORMANCE FOODSERVICE	494600	5/10/2024	451.68
232402846	PERFORMANCE FOODSERVICE	495593	5/10/2024	1,315.99
232402846	PERFORMANCE FOODSERVICE	500753	5/10/2024	1,540.05
232402846	PERFORMANCE FOODSERVICE	491077	5/10/2024	1,572.48
232402847	PETERSON, JODI	APR2024 CONF	5/10/2024	311.54
232402848	PINSONNEAULT, SARA	MAY2024 ITEM	5/10/2024	25.00
232402849	PISCA, SARAH	GTCC April	5/10/2024	945.00
232402850	PLACE, AMY	APR2024 MILEAGE.	5/10/2024	136.62
232402851	PRAIRIE FARMS-WOODBURY, MN	45383	5/10/2024	32,635.41

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232402852	RISLOVE, JOSEPH	APR2024 MILEAGE	5/10/2024	27.74
232402853	SEELEY, CAITLIN	GTCC April	5/10/2024	41.50
232402854	SHULFER, KATIE	APR2024 MILEAGE	5/10/2024	97.15
232402855	STASHEK, JACQUELINE	APR2024 MILEAGE	5/10/2024	147.94
232402856	STICH, KAMRYN	APR2024 MILEAGE	5/10/2024	10.05
232402857	SWENO, JARED	REF04302024	5/10/2024	27.00
232402857	SWENO, JARED	REF04302024	5/10/2024	100.00
232402858	TESKE, STEFANIE	APR2024 MILEAGE	5/10/2024	67.00
232402859	THAO, PANYIA	APR2024 MILEAGE	5/10/2024	35.64
232402860	THOMPSON, KELLY	APR2024 MILEAGE	5/10/2024	144.72
232402861	TIENOR, JENNA	APR2024 ITEM	5/10/2024	6.18
232402861	TIENOR, JENNA	MAY2024 ITEM	5/10/2024	18.26
232402861	TIENOR, JENNA	APR2024 MILEAGE	5/10/2024	194.97
232402862	TILTON SR., CHRISTOPHER	REF05032024	5/10/2024	65.00
232402862	TILTON SR., CHRISTOPHER	REF05042024	5/10/2024	200.00
232402863	TROTZER, WILLIAM	REF04302024	5/10/2024	45.00
232402864	TRZEBIATOWSKI, TAMMY	APR2024 MILEAGE	5/10/2024	28.01
232402865	USIC RECEIVABLES, LLC	655959	5/10/2024	2,848.40
232402866	UZQUIANO, KARIANNA	APR2024 MILEAGE	5/10/2024	64.45
232402867	VIKING ELECTRIC SUPPLY	S008031189.001	5/10/2024	220.32
232402868	VLIETSTRA, ALISON	APR2024 MILEAGE	5/10/2024	350.41
232402869	WALKER, EMILY	APR2024 MILEAGE	5/10/2024	41.07
232402870	WELLES, DAVID	REF04302024	5/10/2024	100.00
232402871	WELLER, JULIE	APR2024 MILEAGE.	5/10/2024	92.26
232402872	WENDOLEK, JOSEPH	REF04302024	5/10/2024	100.00
232402873	WENNING GRINDING SUPPLY INC.	104116	5/10/2024	182.00
232402874	ZUELSDORFF, BILLY	REF05032024	5/10/2024	180.00
232402877	ABBIEHL, DAREN	WOR05062024	5/17/2024	35.00
232402877	ABBIEHL, DAREN	WOR05092024	5/17/2024	45.00
232402877	ABBIEHL, DAREN	WOR05102024	5/17/2024	90.00
232402877	ABBIEHL, DAREN	WOR05112024	5/17/2024	90.00
232402878	ABEL, SCOT	APR2024 MILEAGE	5/17/2024	275.64
232402879	ALLEN, ELMER	REF05102024	5/17/2024	65.00
232402880	ALVIS, LEROY JR	REF05092024	5/17/2024	45.00
232402880	ALVIS, LEROY JR	REF05062024	5/17/2024	60.00
232402880	ALVIS, LEROY JR	REF05102024	5/17/2024	60.00
232402881	AMAZON CAPITAL SERVICES	14KC-3T9Q-YLTK	5/17/2024	12.99
232402881	AMAZON CAPITAL SERVICES	1K4H-TH9C-7Y3V	5/17/2024	16.49
232402881	AMAZON CAPITAL SERVICES	1NTM-CCRW-D1VQ	5/17/2024	25.97
232402881	AMAZON CAPITAL SERVICES	1LRV-DKWJ-4RKT	5/17/2024	76.89
232402881	AMAZON CAPITAL SERVICES	1RX4-1F69-PVKC	5/17/2024	109.00

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232402881	AMAZON CAPITAL SERVICES	1HRN-TDGR-WKF3	5/17/2024	119.96
232402881	AMAZON CAPITAL SERVICES	1MWQ-QGTV-17N7	5/17/2024	172.31
232402881	AMAZON CAPITAL SERVICES	1RX4-1F69-PVKC	5/17/2024	364.20
232402881	AMAZON CAPITAL SERVICES	1YMM-QTGF-4GCW	5/17/2024	538.04
232402881	AMAZON CAPITAL SERVICES	16GW-VJVM-4C49	5/17/2024	757.16
232402881	AMAZON CAPITAL SERVICES	1JRG-KRKY-QQC7	5/17/2024	1,275.09
232402882	AUGUST WINTER & SONS INC	58440	5/17/2024	2,977.00
232402883	BARKLEY, ASHLEE	APR2024 MILEAGE	5/17/2024	136.68
232402884	BELANGER, SCOTT	REF05062024	5/17/2024	60.00
232402885	BOUFFLEUR, BETH	APR2024 MILEAGE	5/17/2024	84.43
232402886	BRANTON, MICHELLE	APR2024 MILEAGE	5/17/2024	115.84
232402887	CARLSON, DAVID	REF05112024	5/17/2024	100.00
232402888	COMPLETE OFFICE OF WISCONSIN	222273	5/17/2024	347.86
232402888	COMPLETE OFFICE OF WISCONSIN	221998	5/17/2024	2,100.00
232402888	COMPLETE OFFICE OF WISCONSIN	221998	5/17/2024	2,300.00
232402889	COSBY, WINSOR JR	MAY2024 ITEM	5/17/2024	11.97
232402890	CZERWONKA, CRISTIN	APR2024 MILEAGE	5/17/2024	29.68
232402891	DECAIRE-DENK, AMANDA	MAY2024 CONF	5/17/2024	135.34
232402892	DREWEK, DAVID	REF05092024	5/17/2024	100.00
232402893	EISENMAN, LOUIS	REF05092024	5/17/2024	100.00
232402894	FIRST SUPPLY LLC	162533-00	5/17/2024	6.82
232402894	FIRST SUPPLY LLC	162319-00	5/17/2024	16.76
232402894	FIRST SUPPLY LLC	162399-00	5/17/2024	62.86
232402894	FIRST SUPPLY LLC	162323-00	5/17/2024	96.26
232402894	FIRST SUPPLY LLC	161960-00	5/17/2024	634.51
232402895	FOLLETT CONTENT SOLUTIONS, LLC.	340961F	5/17/2024	42.90
232402895	FOLLETT CONTENT SOLUTIONS, LLC.	387984	5/17/2024	81.30
232402895	FOLLETT CONTENT SOLUTIONS, LLC.	377644F	5/17/2024	94.50
232402895	FOLLETT CONTENT SOLUTIONS, LLC.	368113F	5/17/2024	103.65
232402895	FOLLETT CONTENT SOLUTIONS, LLC.	367584F	5/17/2024	179.18
232402895	FOLLETT CONTENT SOLUTIONS, LLC.	384476	5/17/2024	219.95
232402895	FOLLETT CONTENT SOLUTIONS, LLC.	374185B	5/17/2024	890.34
232402895	FOLLETT CONTENT SOLUTIONS, LLC.	364297B	5/17/2024	1,070.84
232402896	FORMS SPECIALISTS INC	54678	5/17/2024	106.50
232402896	FORMS SPECIALISTS INC	54568	5/17/2024	299.00
232402896	FORMS SPECIALISTS INC	54473	5/17/2024	302.00
232402897	FUEHRER, JACOB	REF05062024	5/17/2024	60.00
232402898	GAETZMAN, GREG	REF05092024	5/17/2024	100.00
232402899	GARSKE, ANGELA	MAY2024 MILEAGE	5/17/2024	61.64
232402900	GLYNN, JOHN	APR2024 ITEM	5/17/2024	15.00
232402900	GLYNN, JOHN	APR2024 MILEAGE	5/17/2024	31.49

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232402900	GLYNN, JOHN	APR2024 ITEM	5/17/2024	72.82
232402901	GOERTZ, TYLER	REF05062024	5/17/2024	60.00
232402901	GOERTZ, TYLER	REF05102024	5/17/2024	60.00
232402901	GOERTZ, TYLER	REF05092024	5/17/2024	80.00
232402902	HEBEIN, HALEY	APR2024 MILEAGE	5/17/2024	197.78
232402903	HOENECKE, MATTHEW	REF05112024	5/17/2024	100.00
232402904	HOLISTIC MODALITIES	GTCC Sound Bath	5/17/2024	26.50
232402905	HORAK REFRIGERATION INC	8326	5/17/2024	117.00
232402906	HOSTVEDT, JAMES	APR2024 MILEAGE	5/17/2024	88.64
232402907	HUPF, ANGELA	REF05102024	5/17/2024	60.00
232402908	INDUSTRIAL ARTS SUPPLY IASCO	M18945	5/17/2024	871.12
232402909	J.W. PEPPER & SON	366448676	5/17/2024	7.96
232402909	J.W. PEPPER & SON	366448676	5/17/2024	22.03
232402909	J.W. PEPPER & SON	365757127	5/17/2024	160.99
232402910	JANKE, TODD	REF050624	5/17/2024	60.00
232402910	JANKE, TODD	REG 05102024	5/17/2024	60.00
232402910	JANKE, TODD	REF05092024	5/17/2024	65.00
232402911	JENKIN, DOUGLAS	GTCC March April	5/17/2024	215.50
232402911	JENKIN, DOUGLAS	GTCC March April	5/17/2024	254.50
232402912	KENITZER, RICHARD	WOR05092024	5/17/2024	45.00
232402912	KENITZER, RICHARD	WOR05102024	5/17/2024	45.00
232402913	KLEENMARK SERVICES CORP	94957	5/17/2024	5,078.92
232402914	KOY, GARY	REF05062024	5/17/2024	90.00
232402915	KUIVINEN, RANDY	REF05102024	5/17/2024	100.00
232402916	LAACK, STEVEN	REF05112024	5/17/2024	100.00
232402916	LAACK, STEVEN	REF05102024	5/17/2024	200.00
232402917	LEPAK, MOLLY	APR2024 MILEAGE	5/17/2024	226.26
232402918	LO, XENG	REF05112024	5/17/2024	60.00
232402918	LO, XENG	REF05112024	5/17/2024	100.00
232402919	LOR, LONG	REF05102024	5/17/2024	60.00
232402919	LOR, LONG	REF05112024	5/17/2024	100.00
232402920	LOR, TRUE	REF05062024	5/17/2024	60.00
232402920	LOR, TRUE	REF05112024	5/17/2024	100.00
232402920	LOR, TRUE	REF05102024	5/17/2024	200.00
232402921	MARATHON PEST CONTROL	57039	5/17/2024	31.00
232402921	MARATHON PEST CONTROL	57038	5/17/2024	35.00
232402921	MARATHON PEST CONTROL	57065	5/17/2024	38.00
232402921	MARATHON PEST CONTROL	57087	5/17/2024	40.00
232402922	MARQUARDT, KRISTEL	MAY2024 ITEM	5/17/2024	176.86
232402923	MATSCHKE, RANDY	REF05102024	5/17/2024	100.00
232402924	MEURETT, MOLLY	APR2024 ITEM	5/17/2024	63.10

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232402925	MID WISCONSIN BEVERAGE	2.97603E+14	5/17/2024	3,494.09
232402926	MURPHY, MELISSA	MAY2024 ITEM	5/17/2024	49.90
232402927	MURPHY, PATRICK	REF05112024	5/17/2024	100.00
232402927	MURPHY, PATRICK	REF05102024	5/17/2024	300.00
232402928	NASSCO INC - CUSTODIAL	6424221	5/17/2024	3,618.80
232402929	NATL ELEVATOR INSPECTION SERVICES, INC.	RI24011442	5/17/2024	82.00
232402930	NOWINSKY, MIKAYLA	APR2024 MILEAGE	5/17/2024	28.35
232402930	NOWINSKY, MIKAYLA	APR2024 CONF	5/17/2024	70.15
232402931	OBOIKOVITZ, MALLORY	APR/MAY2024 ITEM	5/17/2024	52.37
232402932	OFFICE ENTERPRISES INC	556006	5/17/2024	1,380.00
232402933	PAGENKOPF, CHAD	MAY2024 ITEM	5/17/2024	12.48
232402933	PAGENKOPF, CHAD	MAY2024 ITEMa	5/17/2024	20.98
232402934	PARLIER, DANIEL	REF05062024	5/17/2024	25.00
232402934	PARLIER, DANIEL	REF05062024	5/17/2024	90.00
232402935	PER MAR SECURITY SERVICES, INC.	3316973	5/17/2024	90.00
232402935	PER MAR SECURITY SERVICES, INC.	3312833	5/17/2024	147.00
232402935	PER MAR SECURITY SERVICES, INC.	3316972	5/17/2024	273.00
232402935	PER MAR SECURITY SERVICES, INC.	3313729	5/17/2024	447.21
232402935	PER MAR SECURITY SERVICES, INC.	3313519	5/17/2024	3,858.60
232402936	PGA, INC.	534811 - DRAW 8	5/17/2024	10,386.60
232402937	POWER HOUSE LAWN & LEISURE INC	2.2E+11	5/17/2024	29,075.18
232402938	REEVES, JACK	REF05102024	5/17/2024	60.00
232402938	REEVES, JACK	REF05112024	5/17/2024	100.00
232402939	REIMANN, DAVID	APR2024 MILEAGE	5/17/2024	134.13
232402940	RESCH, SAVANAH	APR2024 MILEAGE	5/17/2024	60.97
232402940	RESCH, SAVANAH	APR2024 MILEAGEa	5/17/2024	98.22
232402941	SCHNEIDER, DANIEL	REF05092024	5/17/2024	100.00
232402942	SCHOOL SPECIALTY, LLC.	3.08104E+11	5/17/2024	292.70
232402943	SCHULTZ, DAVID	REF05102024	5/17/2024	100.00
232402944	SCHULT, MATTHEW	APR2024 MILEAGE	5/17/2024	35.25
232402945	STANKOWSKI, SETH	REF05112024	5/17/2024	60.00
232402945	STANKOWSKI, SETH	REF05112024	5/17/2024	100.00
232402946	STENGER, MOLLY	MAR2024 MILEAGE	5/17/2024	117.32
232402946	STENGER, MOLLY	APR2024 MILEAGE	5/17/2024	162.68
232402947	STROIK, JASON	REF05102024	5/17/2024	100.00
232402948	STURM, PHILLIP	MAY2024 MILEAGE	5/17/2024	79.06
232402949	TAYLOR, JULIANN	APR2024 MILEAGE	5/17/2024	79.73
232402950	TEAM SPORTING GOODS INC	AAG030242-AC03	5/17/2024	60.00
232402951	THAO, YER	APR2024 MILEAGE	5/17/2024	29.48
232402952	TILTON SR., CHRISTOPHER	REF05092024	5/17/2024	65.00
232402952	TILTON SR., CHRISTOPHER	REF05102024	5/17/2024	65.00

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232402953	TROTZER, WILLIAM	REF05092024	5/17/2024	45.00
232402954	VIKING ELECTRIC SUPPLY	S008037103.001	5/17/2024	153.53
232402954	VIKING ELECTRIC SUPPLY	S008037103.002	5/17/2024	458.70
232402955	WEGGE, KAREN	APR2024 MILEAGE	5/17/2024	14.07
232402955	WEGGE, KAREN	JAN-MAR2024 MILEAGE	5/17/2024	47.03
232402956	WEISE, ROBERT	REF05092024	5/17/2024	100.00
232402957	WELSH, SARA	APR2024 MILEAGE	5/17/2024	86.63
232402958	WENDOLEK, JOSEPH	REF05102024	5/17/2024	100.00
232402959	WILLEMS, VALERIE	MAY2024 ITEM	5/17/2024	19.97
232402959	WILLEMS, VALERIE	MAY2024 ITEM	5/17/2024	44.19
232402960	ZANDER, DALE	REF05092024	5/17/2024	100.00
232402961	DC EVEREST EDUCATION FOUNDATION, INC.	20240517ADGTCC	5/17/2024	657.52
232402962	ABBIEHL, DAREN	WOR05132024	5/24/2024	35.00
232402962	ABBIEHL, DAREN	WOR05162024	5/24/2024	35.00
232402962	ABBIEHL, DAREN	WOR05162024	5/24/2024	45.00
232402962	ABBIEHL, DAREN	WOR05172024	5/24/2024	90.00
232402962	ABBIEHL, DAREN	WOR05182024	5/24/2024	90.00
232402963	ALLEN, ELMER	REF05172024	5/24/2024	65.00
232402963	ALLEN, ELMER	REF05182024	5/24/2024	200.00
232402964	ALVIS, LEROY JR	REF05142024	5/24/2024	45.00
232402964	ALVIS, LEROY JR	REF05162024	5/24/2024	45.00
232402965	AMAZON CAPITAL SERVICES	1F1X-PKH4-ND49	5/24/2024	43.96
232402965	AMAZON CAPITAL SERVICES	1WQR-4HPV-P4R6	5/24/2024	70.36
232402965	AMAZON CAPITAL SERVICES	1M4Y-GT76-1VGQ	5/24/2024	140.73
232402965	AMAZON CAPITAL SERVICES	1J7R-7FHF-Q1K6	5/24/2024	249.08
232402965	AMAZON CAPITAL SERVICES	1C9G-9RFD-DN3L	5/24/2024	319.27
232402965	AMAZON CAPITAL SERVICES	1TP9-6GQ1-HG1F	5/24/2024	548.96
232402965	AMAZON CAPITAL SERVICES	1WF4-HTJW-6JNY	5/24/2024	779.25
232402965	AMAZON CAPITAL SERVICES	1RW7-YRP4-PH71	5/24/2024	1,462.19
232402966	BLAUBACH, REBECCA	MAY2024 ITEMa	5/24/2024	18.65
232402967	BLOCK, JEFFREY	REF05172024	5/24/2024	65.00
232402968	BOHLMAN, MARK	MAY2024 ITEM	5/24/2024	32.00
232402969	CARLSON, ANDREW	REF05182024	5/24/2024	160.00
232402970	CENTRAL PROGRAMS INC	PINV142579	5/24/2024	2,666.96
232402971	DEMCO, INC - ATTN:	7484021	5/24/2024	5,822.78
232402972	FIRST SUPPLY LLC	161824-01	5/24/2024	19.11
232402972	FIRST SUPPLY LLC	163295-00	5/24/2024	29.79
232402972	FIRST SUPPLY LLC	162606-00	5/24/2024	93.44
232402973	FISCHER, TAMMY	MAY2024 ITEM	5/24/2024	21.99
232402974	FOLLETT CONTENT SOLUTIONS, LLC.	364297F	5/24/2024	24.25
232402974	FOLLETT CONTENT SOLUTIONS, LLC.	370250C	5/24/2024	424.23

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232402975	FOTH, ARTHUR	REF05172024	5/24/2024	100.00
232402976	FOX, GRETCHEN	MAY2024 ITEMa	5/24/2024	7.57
232402976	FOX, GRETCHEN	MAY2024 ITEMa	5/24/2024	145.74
232402976	FOX, GRETCHEN	APR/MAY2024 ITEM	5/24/2024	173.66
232402976	FOX, GRETCHEN	MAY2024 ITEM	5/24/2024	191.13
232402977	FREEH, RANDALL	REF05162024	5/24/2024	100.00
232402977	FREEH, RANDALL	REF05172024	5/24/2024	100.00
232402977	FREEH, RANDALL	REF05182024	5/24/2024	160.00
232402978	GAJEWSKI, JOHN	REF05142024	5/24/2024	45.00
232402978	GAJEWSKI, JOHN	REF05162024	5/24/2024	45.00
232402979	GRAFF, CHRISTOPHER	MAY2024 MILEAGE	5/24/2024	9.11
232402980	GRAINGER INC, WW	9122490072	5/24/2024	39.22
232402980	GRAINGER INC, WW	9125362708	5/24/2024	39.27
232402980	GRAINGER INC, WW	91224900064	5/24/2024	83.10
232402981	GULDAN, DONNA	MAY2024 ITEM	5/24/2024	40.84
232402982	GUMZ, DEAN	REF05172024	5/24/2024	200.00
232402983	GUMZ, SUSAN	REF05172024	5/24/2024	200.00
232402984	HACK, THOMAS	REF05182024	5/24/2024	300.00
232402985	HEID MUSIC COMPANY, INC.-APPLETON	3605058	5/24/2024	34.08
232402986	HEISE, STACY	MAY2024 ITEM	5/24/2024	259.60
232402987	HENRIKSEN, BENJAMIN	REF05162024	5/24/2024	100.00
232402988	HUPF, ANGELA	REF05172024	5/24/2024	60.00
232402989	INGVALSON, ANDREA	APR2024 MILEAGE	5/24/2024	28.54
232402990	JACOBSON, ERIN	MAY2024 ITEM	5/24/2024	34.02
232402991	JAKUSZ, LISA	MAY2024 ITEM	5/24/2024	10.34
232402991	JAKUSZ, LISA	MAY2024 ITEM	5/24/2024	36.51
232402992	JANKE, TODD	REF05142024	5/24/2024	65.00
232402992	JANKE, TODD	REF05182024	5/24/2024	200.00
232402993	KENITZER, RICHARD	WOR05142024	5/24/2024	45.00
232402993	KENITZER, RICHARD	WOR05172024	5/24/2024	45.00
232402993	KENITZER, RICHARD	WOR05182024	5/24/2024	90.00
232402994	KOLODZIEJ, HEIDI	MAY2024 ITEM	5/24/2024	107.14
232402994	KOLODZIEJ, HEIDI	MAY2024 ITEM	5/24/2024	138.03
232402995	LICHTENWALD, ALLISON	GTCC Group Fitness	5/24/2024	14.50
232402996	LINDELL, JEFF	APR2024 MILEAGE	5/24/2024	88.11
232402997	LISS-'S-GRAVEMADE, OLLIE	REF05172024	5/24/2024	60.00
232402998	LIVEWIRE SYSTEMS, LLC	1744	5/24/2024	5,018.00
232402999	LO, XENG	REF05132024	5/24/2024	60.00
232402999	LO, XENG	REF05162024	5/24/2024	60.00
232402999	LO, XENG	REF05172024	5/24/2024	100.00
232402999	LO, XENG	REF05182024	5/24/2024	200.00

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232403000	LOR, LONG	REF05132024	5/24/2024	60.00
232403000	LOR, LONG	REF05162024	5/24/2024	60.00
232403000	LOR, LONG	REF05172024	5/24/2024	60.00
232403001	LOR, PAO CHOUA	REF05172024	5/24/2024	60.00
232403002	LOR, TRUE	REF05162024	5/24/2024	80.00
232403002	LOR, TRUE	REF05172024	5/24/2024	100.00
232403002	LOR, TRUE	REF05182024	5/24/2024	160.00
232403003	LORGE, ERIC	REF05162024	5/24/2024	80.00
232403004	LOY, EMILY	APR2024 MILEAGE	5/24/2024	127.43
232403005	LUTHER, GUYLER	REF05142024	5/24/2024	100.00
232403006	MADISON NATL LIFE INS CO	45444	5/24/2024	6,782.30
232403006	MADISON NATL LIFE INS CO	45444	5/24/2024	11,339.34
232403007	MURPHY, PATRICK	REF05172024	5/24/2024	300.00
232403008	NASSCO INC - CUSTODIAL	6425610	5/24/2024	7,068.29
232403009	NUSZKIEWICZ, KARI	FEB2024 ITEM	5/24/2024	125.00
232403010	PERFORMANCE FOODSERVICE	516195	5/24/2024	721.46
232403010	PERFORMANCE FOODSERVICE	510396	5/24/2024	1,089.06
232403011	PETERS, JUSTIN	REF05182024	5/24/2024	300.00
232403012	REEVES, JACK	REF05162024	5/24/2024	100.00
232403012	REEVES, JACK	REF05172024	5/24/2024	100.00
232403012	REEVES, JACK	REF05182024	5/24/2024	160.00
232403013	SCHNEIDER, DANIEL	REF05172024	5/24/2024	100.00
232403013	SCHNEIDER, DANIEL	REF05182024	5/24/2024	100.00
232403014	SCHOFF, BRUCE	REF05172024	5/24/2024	100.00
232403015	SCHULTZ, DAVID	REF05182024	5/24/2024	300.00
232403016	SCHULTZ, NATHAN	REF05092024	5/24/2024	100.00
232403017	SECURIAN FINANCIAL GROUP, INC.	45444	5/24/2024	896.00
232403017	SECURIAN FINANCIAL GROUP, INC.	45444	5/24/2024	3,502.84
232403017	SECURIAN FINANCIAL GROUP, INC.	45444	5/24/2024	7,908.41
232403017	SECURIAN FINANCIAL GROUP, INC.	45444	5/24/2024	8,115.99
232403018	SECURITY HEALTH PLAN	45444	5/24/2024	850,924.66
232403019	SHERMAN, RANDY	REF05182024	5/24/2024	160.00
232403020	SUN PRINTING LLC	145526 145379	5/24/2024	993.00
232403020	SUN PRINTING LLC	145526 145379	5/24/2024	1,051.00
232403021	TACKES, CALVIN	REF05142024	5/24/2024	100.00
232403022	TILTON SR., CHRISTOPHER	REF05142024	5/24/2024	65.00
232403023	TLACHAC, MATTHEW	REF05172024	5/24/2024	100.00
232403023	TLACHAC, MATTHEW	REF05182024	5/24/2024	100.00
232403024	TWAROSKI, GEORGE	REF05172024	5/24/2024	60.00
232403024	TWAROSKI, GEORGE	REF05182024	5/24/2024	60.00
232403025	VAN ERT ELECTRIC COMPANY INC.	001-021852	5/24/2024	77,558.25

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232403026	VIKING ELECTRIC SUPPLY	S008060509.002	5/24/2024	25.35
232403026	VIKING ELECTRIC SUPPLY	S008060509.001	5/24/2024	109.65
232403026	VIKING ELECTRIC SUPPLY	S008054528.001	5/24/2024	834.43
232403027	WELLES, DAVID	REF05172024	5/24/2024	60.00
232403029	1ST PLACE TROPHY & ENGRAVING	5107	5/31/2024	50.00
232403029	1ST PLACE TROPHY & ENGRAVING	5108	5/31/2024	60.00
232403029	1ST PLACE TROPHY & ENGRAVING	5101	5/31/2024	73.00
232403029	1ST PLACE TROPHY & ENGRAVING	5109	5/31/2024	250.00
232403030	AANONSEN, DON	REF05222024	5/31/2024	9.00
232403030	AANONSEN, DON	REF05222024	5/31/2024	70.00
232403031	ACKLEY, MEGAN	MAY2024 ITEM	5/31/2024	71.96
232403032	AMAZON CAPITAL SERVICES	1MPK-NQCN-JQCD	5/31/2024	89.75
232403032	AMAZON CAPITAL SERVICES	1GYJ-7JCK-KCCN	5/31/2024	105.29
232403032	AMAZON CAPITAL SERVICES	1GNN-VYYX-6QJD	5/31/2024	179.92
232403032	AMAZON CAPITAL SERVICES	1334-K9NR-C7NL	5/31/2024	271.98
232403032	AMAZON CAPITAL SERVICES	1WJK-JRHD-JHXQ	5/31/2024	320.70
232403032	AMAZON CAPITAL SERVICES	1VQW-NW4D-QDN7	5/31/2024	384.30
232403032	AMAZON CAPITAL SERVICES	1J3K-VYPY-714J	5/31/2024	463.71
232403032	AMAZON CAPITAL SERVICES	1KRP-3KY6-HTKY	5/31/2024	989.99
232403033	BLUE EDGE ENERGY	5159	5/31/2024	834.77
232403034	BOOM CHAKRA LAKRA	GTCC April Group Fit	5/31/2024	37.50
232403035	BYCHINSKI, LORI	APPROCTOR MAY13	5/31/2024	364.00
232403035	BYCHINSKI, LORI	APPROCTOR MAY6	5/31/2024	461.50
232403036	CHOPP, BRUCE	APPROCTOR MAY13	5/31/2024	247.00
232403036	CHOPP, BRUCE	APPROCTOR MAY6	5/31/2024	455.00
232403037	COOK, WILLIAM	REF05232024	5/31/2024	21.15
232403037	COOK, WILLIAM	REF05232024	5/31/2024	70.00
232403038	DAY, MARLA	APPROCTOR MAY6	5/31/2024	130.00
232403038	DAY, MARLA	APPROCTOR MAY13	5/31/2024	637.00
232403039	FIRST SUPPLY LLC	163549-00	5/31/2024	32.99
232403040	FOLLETT SCHOOL SOLUTIONS, LLC	1542689	5/31/2024	9,388.18
232403041	FOLLETT CONTENT SOLUTIONS, LLC.	387984F	5/31/2024	145.92
232403041	FOLLETT CONTENT SOLUTIONS, LLC.	387984A	5/31/2024	224.18
232403042	FRANCE PROPANE SERVICE, INC.	U0021515	5/31/2024	116.00
232403043	FUEHRER, JACOB	REF05232024	5/31/2024	120.00
232403044	GOLBACH, JENNIFER	APR/MAY2024 ITEM	5/31/2024	119.32
232403045	HABECK, MICHAEL	WOR05202024	5/31/2024	100.00
232403046	HALLMAN LINDSAY PAINTS	10327096	5/31/2024	3,195.40
232403047	HILLMAN, FRED	WOR05202024	5/31/2024	100.00
232403048	HOARD, MARCIA	APPROCTOR MAY13	5/31/2024	247.00
232403048	HOARD, MARCIA	APPROCTOR MAY6	5/31/2024	494.00

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232403049	HODGSON, STEVE	REF05232024	5/31/2024	21.15
232403049	HODGSON, STEVE	REF05232024	5/31/2024	70.00
232403050	HOUTS, ROBERT	REF05232024	5/31/2024	200.00
232403051	JANKE, TODD	REF05232024	5/31/2024	120.00
232403052	KANE, ROGER	REF05202024	5/31/2024	72.00
232403052	KANE, ROGER	REF05202024	5/31/2024	97.00
232403053	KEMP, AUDREY	APPROCTOR MAY13	5/31/2024	65.00
232403053	KEMP, AUDREY	APPROCTOR MAY6	5/31/2024	247.00
232403054	KENITZER, RICHARD	WOR05232024	5/31/2024	45.00
232403055	KMOSENA, STEVEN	REF05232024	5/31/2024	200.00
232403056	M3 INSURANCE SOLU INC	109263	5/31/2024	506.00
232403057	MCCARTHY, SHEILA	WOR05202024	5/31/2024	80.00
232403058	MCFARLANE, JASON	MAY2024 ITEM	5/31/2024	65.38
232403059	MILLER, DAVID	APPROCTOR MAY13	5/31/2024	110.50
232403059	MILLER, DAVID	APPROCTOR MAY6	5/31/2024	455.00
232403060	NASSCO INC - CUSTODIAL	6429025	5/31/2024	0.02
232403060	NASSCO INC - CUSTODIAL	6429025	5/31/2024	0.02
232403060	NASSCO INC - CUSTODIAL	6429025	5/31/2024	0.07
232403060	NASSCO INC - CUSTODIAL	6429025	5/31/2024	0.21
232403060	NASSCO INC - CUSTODIAL	6429025	5/31/2024	1.98
232403060	NASSCO INC - CUSTODIAL	6428177	5/31/2024	7.31
232403060	NASSCO INC - CUSTODIAL	6428177	5/31/2024	7.31
232403060	NASSCO INC - CUSTODIAL	6428177	5/31/2024	21.92
232403060	NASSCO INC - CUSTODIAL	6428177	5/31/2024	65.76
232403060	NASSCO INC - CUSTODIAL	6428177	5/31/2024	628.38
232403060	NASSCO INC - CUSTODIAL	6428217	5/31/2024	2,528.11
232403061	NELSON, PAUL	WOR05202024	5/31/2024	80.00
232403062	PERFORMANCE FOODSERVICE	520781	5/31/2024	1,282.52
232403063	RENNING LEWIS & LACY, S.C.	45383	5/31/2024	2,418.00
232403064	RISLOVE, JOSEPH	MAY2024 MILEAGE	5/31/2024	18.49
232403065	SALTER, MICHAEL	APPROCTOR MAY13	5/31/2024	247.00
232403065	SALTER, MICHAEL	APPROCTOR MAY6	5/31/2024	253.50
232403066	SCHOEN, NANCY	REF05202024	5/31/2024	24.00
232403066	SCHOEN, NANCY	REF05202024	5/31/2024	97.00
232403067	SCHREMP, ALEX	MAY2024 ITEM	5/31/2024	450.94
232403068	SMITH, GLENDA	REF05222024	5/31/2024	9.00
232403068	SMITH, GLENDA	REF05222024	5/31/2024	70.00
232403069	STURM, PHILLIP	MAY2024 MILEAGEa	5/31/2024	68.34
232403070	SUN PRINTING LLC	146354	5/31/2024	112.00
232403071	SWENO, JARED	REF05202024	5/31/2024	24.00
232403071	SWENO, JARED	REF05202024	5/31/2024	97.00

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232403072	TESCH, VICKI	MAY.22.24	5/31/2024	58.00
232403073	THAO, YER	MAY2024 ITEM	5/31/2024	26.96
232403073	THAO, YER	MAY2024 ITEMa	5/31/2024	141.01
232403074	TRIMNER, SARAH	MAY2024 ITEM	5/31/2024	292.17
232403075	US OMNI & TSACG COMPLIANCE SERVICES	108199	5/31/2024	295.16
232403076	WILDE, ERIKA	MAY2024 ITEM	5/31/2024	39.92
232403077	DC EVEREST EDUCATION FOUNDATION, INC	20240531ADGTCC	5/31/2024	568.77
232403078	ABBIEHL, DAREN	WOR05282024	6/7/2024	45.00
232403078	ABBIEHL, DAREN	WOR06012024	6/7/2024	45.00
232403079	ACKLEY, MEGAN	Manning Ackley	6/7/2024	7.00
232403080	AMAZON CAPITAL SERVICES	1P7H-NTFD-QCRD	6/7/2024	10.99
232403080	AMAZON CAPITAL SERVICES	13LM-3JNW-J694	6/7/2024	12.64
232403080	AMAZON CAPITAL SERVICES	1RDC-MLYN-PWXY	6/7/2024	14.99
232403080	AMAZON CAPITAL SERVICES	1RN3-6T7K-RWHT	6/7/2024	49.98
232403080	AMAZON CAPITAL SERVICES	1Y39-PJPL-QTYT	6/7/2024	79.56
232403080	AMAZON CAPITAL SERVICES	1DQ7-QL3Y-DHFG	6/7/2024	119.97
232403080	AMAZON CAPITAL SERVICES	1D37-1J46-7GRJ	6/7/2024	134.90
232403080	AMAZON CAPITAL SERVICES	1FD9-3D4X-1K9K	6/7/2024	257.80
232403080	AMAZON CAPITAL SERVICES	1J13-M943-9FTK	6/7/2024	371.54
232403081	AMERICAN WELDING & GAS INC	10153447	6/7/2024	36.61
232403081	AMERICAN WELDING & GAS INC	10153642	6/7/2024	39.52
232403081	AMERICAN WELDING & GAS INC	10135819	6/7/2024	46.06
232403081	AMERICAN WELDING & GAS INC	10136671	6/7/2024	199.10
232403082	ASPIRUS YMCA CHILD DEV CTR	YMCA-4K-May2024	6/7/2024	30,391.20
232403083	BAILEY, SARAH	MAY2024 MILEAGE	6/7/2024	12.06
232403084	BARKLEY, ASHLEE	MAY2024 MILEAGE	6/7/2024	188.20
232403085	BARTLETT, HEIDI	JUNE2024 MILEAGE	6/7/2024	14.74
232403086	BATES, CRISTIE	MAY2024 MILEAGE	6/7/2024	165.16
232403087	BEITZEL, ERIK	MAY2024 ITEM	6/7/2024	72.00
232403088	BETHLEHEM COMMUNITY	BETH-4K-May2024	6/7/2024	8,160.60
232403089	BOUFFLEUR, BETH	MAY2024 MILEAGE	6/7/2024	92.86
232403090	BUCHBERGER, LAWRENCE	REF05292024	6/7/2024	9.00
232403090	BUCHBERGER, LAWRENCE	REF05292024	6/7/2024	70.00
232403091	CARRICO AQUATIC RESOURCES, INC	20243268	6/7/2024	137.50
232403092	CESA 9, INC.	18858	6/7/2024	287.50
232403092	CESA 9, INC.	18858	6/7/2024	331.00
232403092	CESA 9, INC.	18858	6/7/2024	2,500.00
232403092	CESA 9, INC.	18858	6/7/2024	3,750.00
232403092	CESA 9, INC.	18858	6/7/2024	7,083.00
232403092	CESA 9, INC.	18858	6/7/2024	7,125.00
232403092	CESA 9, INC.	18858	6/7/2024	12,094.25

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232403093	COSBY, WINSOR JR	MAY2024 ITEMa	6/7/2024	24.21
232403094	CUMMINGS, LONA	MAY2024 MILEAGE	6/7/2024	73.97
232403094	CUMMINGS, LONA	MAY2024 ITEM	6/7/2024	78.00
232403095	DAVIS, BROOKE	APR2024 ITEM	6/7/2024	75.00
232403096	DEGRAND, TONY	NOV/MAY2024 ITEM	6/7/2024	117.39
232403097	EHRHARDT, DWAYNE	REF06012024	6/7/2024	45.00
232403097	EHRHARDT, DWAYNE	REF06012024	6/7/2024	60.00
232403098	ENGBRETSON, AMY	MAY2024 MILEAGE	6/7/2024	145.86
232403099	FASTENAL COMPANY	WISCH0256	6/7/2024	1,678.84
232403100	FISCHER, TAMMY	MAY2024 ITEMa	6/7/2024	49.60
232403101	FOLLETT CONTENT SOLUTIONS, LLC.	374185F	6/7/2024	44.81
232403102	FOREMAN, RONALD	45444	6/7/2024	60.00
232403103	FOX, GRETCHEN	May2024 MILEAGE	6/7/2024	68.54
232403104	FRANCE PROPANE SERVICE, INC.	E017449	6/7/2024	36.00
232403105	FRIEDRICH, TERESSA	MAY2024 MILEAGE	6/7/2024	69.48
232403106	GADKE, GARY	APRMAY2024 MILEAGE	6/7/2024	19.30
232403107	GEHRKE, SHANNON	MAY2024 MILEAGE	6/7/2024	173.46
232403108	GOLBACH, JENNIFER	MAY2024 MILEAGE	6/7/2024	59.23
232403108	GOLBACH, JENNIFER	OCT2023 MILEAGE	6/7/2024	61.64
232403109	GRAINGER INC, WW	9130219430	6/7/2024	60.92
232403110	GREEN LAWN UNGRD SPRINKLERS	24-33284	6/7/2024	1,975.00
232403110	GREEN LAWN UNGRD SPRINKLERS	24-33283	6/7/2024	12,845.00
232403111	GULDAN, DONNA	MAY2024 MILEAGE	6/7/2024	31.36
232403112	HACK, THOMAS	REF05292024	6/7/2024	9.00
232403112	HACK, THOMAS	REF05292024	6/7/2024	70.00
232403113	HAHN, NATHAN	MAY2024 ITEM	6/7/2024	40.74
232403114	HECKEL, CORY	MAY2024 MILEAGEa	6/7/2024	17.55
232403114	HECKEL, CORY	MAY2024 MILEAGE	6/7/2024	93.47
232403115	HEID MUSIC COMPANY, INC.-APPLETON	3604508	6/7/2024	166.60
232403116	HINTZ, MORGAN	MAY2024 MILEAGE	6/7/2024	65.53
232403117	HORST DISTRIBUTING INC	108213-001	6/7/2024	78.53
232403117	HORST DISTRIBUTING INC	108213-000	6/7/2024	147.43
232403118	HOSTVEDT, JAMES	MAY2024 MILEAGE	6/7/2024	78.79
232403119	HUGHES, PATRICK	MAY2024 ITEM	6/7/2024	60.24
232403120	INGVALSON, ANDREA	MAY2024 MILEAGE	6/7/2024	38.59
232403121	JOHNSON, ANN	MAY2024 MILEAGE	6/7/2024	74.58
232403122	KAMINSKI, SARAH	MAY2024 MILEAGE	6/7/2024	170.98
232403123	KARCZ, KAYLIN	MAY2024 ITEM	6/7/2024	39.98
232403124	KENITZER, RICHARD	WOR05292024	6/7/2024	45.00
232403125	KEY TO LIFE CHILDCARE CENTER, INC.	KYLF-4K-May2024	6/7/2024	10,411.80
232403126	KINDLARSKI, JENNIFER	MAY2024 ITEM	6/7/2024	67.68

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232403127	KING, SHANON	SHANKING	6/7/2024	50.00
232403128	KLOTH, MARIA	Hemme Kloth	6/7/2024	19.25
232403129	KOLODZIEJ, HEIDI	MAY2024 ITEMa	6/7/2024	7.99
232403129	KOLODZIEJ, HEIDI	MAY2024 ITEMb	6/7/2024	108.75
232403129	KOLODZIEJ, HEIDI	MAY2024 ITEMa	6/7/2024	402.01
232403130	KOSS, RACHEL	MAY2024 MILEAGE	6/7/2024	422.50
232403131	KRAUSE, DOUGLAS	REF06012024	6/7/2024	45.00
232403131	KRAUSE, DOUGLAS	REF06012024	6/7/2024	70.00
232403132	KRUEGER, SAVANNA	MAY2024 MILEAGE	6/7/2024	54.48
232403133	KUEHL, BRIAN	24345	6/7/2024	5.55
232403134	KWICK, SARAH	Brandon Kwick	6/7/2024	10.15
232403135	KWIK TRIP INC	00054784 MAY2024	6/7/2024	85.79
232403135	KWIK TRIP INC	00054784 MAY2024	6/7/2024	265.13
232403135	KWIK TRIP INC	00054784 MAY2024	6/7/2024	347.55
232403135	KWIK TRIP INC	00054784 MAY2024	6/7/2024	917.21
232403135	KWIK TRIP INC	00054784 MAY2024	6/7/2024	1,242.70
232403136	LAACK, STEVEN	REF05282024	6/7/2024	70.00
232403137	LEHMAN, GINA	MAY2024 MILEAGE	6/7/2024	42.68
232403138	LEPAK, MOLLY	MAY2024 MILEAGE	6/7/2024	246.29
232403139	LIVEWIRE SYSTEMS, LLC	1777	6/7/2024	870.00
232403140	LUKASKO, TIFFANY	MAY2024 MILEAGE	6/7/2024	157.05
232403141	MARA CTY CHILD DEVELOPMENT	MCCDA-4K-May2024	6/7/2024	5,866.40
232403142	MARATHON PEST CONTROL	57384	6/7/2024	35.00
232403142	MARATHON PEST CONTROL	57419	6/7/2024	38.00
232403142	MARATHON PEST CONTROL	57418	6/7/2024	38.00
232403142	MARATHON PEST CONTROL	57393	6/7/2024	38.00
232403142	MARATHON PEST CONTROL	57425	6/7/2024	38.00
232403142	MARATHON PEST CONTROL	57426	6/7/2024	38.00
232403142	MARATHON PEST CONTROL	57428	6/7/2024	38.00
232403143	MATTHIAE, ROSALIE	MAY/JUNE2024 MILEAGE	6/7/2024	39.53
232403144	MCMILLAN-HEHIR, HEATHER	MAY2024 MILEAGE	6/7/2024	9.51
232403144	MCMILLAN-HEHIR, HEATHER	MAY2024 MILEAGEa	6/7/2024	42.34
232403145	MICHOLIC, JACK	JUNE2024 ITEM	6/7/2024	55.37
232403146	MLODIK, JODY	Sara Mlodik	6/7/2024	13.40
232403147	MORGAN, LISA	MAY2024 MILEAGE	6/7/2024	54.40
232403148	MOUNT OLIVE 4K PROGRAM	MTOL-4K-May2024	6/7/2024	7,035.00
232403149	NASSCO INC - CUSTODIAL	6431145	6/7/2024	0.87
232403149	NASSCO INC - CUSTODIAL	6431145	6/7/2024	0.87
232403149	NASSCO INC - CUSTODIAL	6431145	6/7/2024	2.62
232403149	NASSCO INC - CUSTODIAL	6431145	6/7/2024	7.85
232403149	NASSCO INC - CUSTODIAL	6431145	6/7/2024	74.99

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(5/7/2024-6/11/2024)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
232403149	NASSCO INC - CUSTODIAL	6431064	6/7/2024	1,142.40
232403149	NASSCO INC - CUSTODIAL	6431855	6/7/2024	1,485.71
232403150	NELSON, JILL	MAY2024 MILEAGE	6/7/2024	44.22
232403151	NEWMAN CATHOLIC-ST THERESE	STTH-4K-May2024	6/7/2024	10,974.60
232403152	NOWINSKY, MIKAYLA	MAY2024 MILEAGE	6/7/2024	42.28
232403153	OLIGNEY, KELLI	MAY2024 MILEAGE	6/7/2024	31.69
232403154	OVERDRIVE INC	CD0258424162673	6/7/2024	230.00
232403155	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	6/7/2024	459.36
232403155	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	6/7/2024	4,134.16
232403156	PERFORMANCE FOODSERVICE	528732	6/7/2024	443.88
232403156	PERFORMANCE FOODSERVICE	528732	6/7/2024	962.81
232403157	PLACE, AMY	MAY2024 MILEAGE	6/7/2024	85.89
232403158	PLAMANN, LIBERTAD	MAY2024 ITEM	6/7/2024	24.93
232403158	PLAMANN, LIBERTAD	MAY2024 ITEM	6/7/2024	29.02
232403159	PLISCH, SANDRA	MAY2024 ITEM	6/7/2024	108.27
232403160	POPHAL, STEVEN	45444	6/7/2024	60.00
232403160	POPHAL, STEVEN	JUNE2024-2	6/7/2024	625.00
232403161	PRAIRIE FARMS-WOODBURY, MN	45413	6/7/2024	24,680.19
232403162	RENNING LEWIS & LACY, S.C.	7326976	6/7/2024	120.00
232403163	RESCH, SAVANAH	MAY2024 MILEAGE	6/7/2024	107.54
232403164	RITGER, MIRANDA	MAY2024 CONF	6/7/2024	71.86
232403164	RITGER, MIRANDA	MAY2024 CONF	6/7/2024	353.76
232403165	ROTHMEYER, MICHELLE	MAY2024 MILEAGE	6/7/2024	7.24
232403165	ROTHMEYER, MICHELLE	Evan Peak	6/7/2024	59.05
232403166	ROTO-GRAPHIC PRINTING INC	1466-24	6/7/2024	2,198.00
232403167	SCHOOL SPECIALTY, LLC.	2.08134E+11	6/7/2024	894.32
232403168	SCHULT, MATTHEW	MAY2024 MILEAGE	6/7/2024	23.99
232403169	SHULFER, KATIE	MAY2024 MILEAGE	6/7/2024	116.58
232403170	SOMMER, JENNIFER	MAY2024 MILEAGE	6/7/2024	53.80
232403171	STASHEK, JACQUELINE	MAY2024 MILEAGE	6/7/2024	189.08
232403172	STICH, KAMRYN	MAY2024 MILEAGE	6/7/2024	12.60
232403173	STOSKOPF, JACK	45444	6/7/2024	300.00
232403174	STRAHOTA, BARBARA	APR2024 ITEM	6/7/2024	100.30
232403175	TAYLOR, JULIANN	MAY2024 MILEAGE	6/7/2024	141.64
232403176	TESKE, STEFANIE	MAY2024 MILEAGE	6/7/2024	41.61
232403177	THAO, PANYIA	MAY2024 MILEAGE	6/7/2024	35.64
232403178	THEIS, TAYLOR	MAY2024 MILEAGE	6/7/2024	60.37
232403179	THOMAS, LISA	Megan Nguyen	6/7/2024	10.30
232403180	THOMPSON, KELLY	MAY2024 MILEAGE	6/7/2024	29.28
232403181	TLACHAC, MATTHEW	REF05282024	6/7/2024	60.00
232403182	TORGERSON, WENDY	APR2024 ITEM	6/7/2024	62.53

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(5/7/2024-6/11/2024)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
232403183	TREPTOW, FELECITY	MAY2024 MILEAGE	6/7/2024	35.51
232403184	TRZEBIATOWSKI, TAMMY	MAY2024 MILEAGE	6/7/2024	53.20
232403185	TWAROSKI, GEORGE	REF05282024	6/7/2024	36.00
232403185	TWAROSKI, GEORGE	REF05282024	6/7/2024	60.00
232403186	UZQUIANO, KARIANNA	MAY2024 ITEM	6/7/2024	49.58
232403187	VANDERLEEST, CONNER	MAY2024 ITEM	6/7/2024	143.96
232403188	VIKING ELECTRIC SUPPLY	S008104939.001	6/7/2024	79.65
232403188	VIKING ELECTRIC SUPPLY	S008102148.001	6/7/2024	635.70
232403188	VIKING ELECTRIC SUPPLY	S008119124.001	6/7/2024	795.69
232403189	VLIETSTRA, ALISON	MAY2024 MILEAGE	6/7/2024	337.41
232403190	VOJTA, JOHN	REF06012024	6/7/2024	60.00
232403191	WALLACE, MARIAH	MAY2024 MILEAGE	6/7/2024	24.66
232403192	WAUSAU CHILD CARE-CEDAR CR,INC.	WACC-4K-May2024	6/7/2024	6,472.20
232403193	WELSH, JOHN	Kyle Welsh	6/7/2024	9.30
232403194	WINTER, JENNIFER	MAY2024 ITEM	6/7/2024	25.14
				2,606,227.41

**DC EVEREST AREA SCHOOL DISTRICT
FUND 42 BOARD CHECK REGISTER
(5/7/2024-6/11/2024)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
4200043	GRAPHIC HOUSE, INC.	8714	5/16/2024	119,839.72
4200044	SIGNATURE SYSTEMS GROUP, LLC	PSI053082	5/24/2024	9,000.00
4200044	SIGNATURE SYSTEMS GROUP, LLC	PSI053081	5/24/2024	15,390.00
4200044	SIGNATURE SYSTEMS GROUP, LLC	PSI053022	5/24/2024	112,860.00
4200044	SIGNATURE SYSTEMS GROUP, LLC	PSI053021	5/24/2024	30,457.00
4200044	SIGNATURE SYSTEMS GROUP, LLC	PSI053020	5/24/2024	128,250.00
4200045	HEARTLAND BUSINESS SYSTEMS INC	695423-H	6/7/2024	882.40
4200046	SOMERVILLE ARCHITECTS	39593	6/7/2024	6,199.54
202300198	DC EVEREST FUND 42 46	MAY 2024 STATEMENT	5/21/2024	13,615.73
232402875	AUDIO ARCHITECTS	80716	5/16/2024	69,340.00
232402876	THE BOLDT COMPANY	103990-0017	5/16/2024	1,550,257.74
232403195	COMPLETE OFFICE OF WISCONSIN	214948	6/7/2024	22,824.05
232403196	FULL SWING GOLF, INC.	S211804-3	6/7/2024	36,937.50
232403197	PGA, INC.	536381	6/7/2024	44,065.66
232403198	PGA, INC.	536832	6/10/2024	84,798.85
232403199	TEAM SPORTING GOODS INC	AAG030570-AC04	6/10/2024	10,895.00
				2,255,613.19

**DC EVEREST AREA SCHOOL DISTRICT
FUND 46 BOARD CHECK REGISTER
(5/7/2024-6/11/2024)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
4600041	TWEET/GAROT MECHANICAL INC	143280	5/10/2024	17,034.83
4600042	SOMERVILLE ARCHITECTS	39564	5/24/2024	2,037.50
232403028	LIVEWIRE SYSTEMS, LLC	1743	5/24/2024	17,121.00
				36,193.33

Account Level		Beginning	2023-24	2023-24	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
10 A 000 000 711000 000 000 000	GENERAL FUND/CL Cash	-3,455,410.54	134,703,041.99	125,951,795.71	5,295,835.74
10 A 000 000 711100 000 000 000	GENERAL FUND/PA Payroll Cash Clearance Account	0.00	32,932,535.83	32,932,535.83	0.00
10 A 000 000 711105 000 000 000	GENERAL FUND/A/ A/P ACH Cash Clearing Account	0.00	0.00	0.00	0.00
10 A 000 000 711200 000 000 000	GENERAL FUND/PE PETTY CASH	655.00	4,000.00	4,268.00	387.00
10 A 000 000 712000 000 000 000	GENERAL FUND/IN INVESTMENTS	11,166,396.32	122,702,139.45	123,488,213.61	10,380,322.16
10 A 000 000 712001 000 000 000	GENERAL FUND/CD E-COMMERCE CASH ACCOUNT	8.79	691.26	680.27	19.78
10 A 000 000 712999 000 000 000	GENERAL FUND/WI WISC INVESTMENT ACCOUNT, PMA	13,059,729.26	2,269,230.05	14,500,000.00	828,959.31
10 A 000 000 713100 000 000 000	GENERAL FUND/TA TAXES RECEIVABLE	7,450,981.87	13,867,237.00	13,955,866.20	7,362,352.67
10 A 000 000 713200 000 000 000	GENERAL FUND/AC ACCOUNTS RECEIVABLE	12,900.40	131,666.82	144,567.22	0.00
10 A 000 000 713207 000 000 000	GENERAL FUND/SC SCOREBOARDS RECEIVABLE	0.00	0.00	0.00	0.00
10 A 000 000 713208 000 000 000	GENERAL FUND/FO FOUNDATION RECEIVABLE	0.00	0.00	0.00	0.00
10 A 000 000 713210 000 000 000	GENERAL FUND/TR TRACK RENOVATION PROJECT	0.00	0.00	0.00	0.00
10 A 000 000 714100 000 000 000	GENERAL FUND/DU Due From Other Funds	0.00	0.00	0.00	0.00
10 A 000 000 715100 000 000 000	GENERAL FUND/DU DUE FROM LOCAL GOVERNMENTS	0.00	0.00	0.00	0.00
10 A 000 000 715200 000 000 000	GENERAL FUND/OT OTHER WI DISTRICTS	0.00	0.00	0.00	0.00
10 A 000 000 715420 000 000 000	GENERAL FUND/CE RECEIVABLE FROM CESA	7,819.03	0.00	7,819.03	0.00
10 A 000 000 715500 000 000 000	GENERAL FUND/DU DUE FROM STATE GOVERNMENT	200,460.99	0.00	200,460.99	0.00
10 A 000 000 715600 000 000 000	GENERAL FUND/DU DUE FROM FED GOVERNMENT	174,628.55	0.00	174,628.55	0.00
10 A 000 000 716100 000 000 000	GENERAL FUND/IN INVENTORY	0.00	0.00	0.00	0.00
10 A 000 000 717000 000 000 000	GENERAL FUND/PR PREPAID EXPENSE	119,883.08	233,280.22	92,181.41	260,981.89
10 A 000 000 717001 000 000 000	GENERAL FUND/PR PREPAID EXPENSE	0.00	0.00	0.00	0.00
10 A 000 000 751000 000 000 000	GENERAL FUND/FI FIXED ASSETS-SITES	0.00	0.00	0.00	0.00
10 A 000 000 753000 000 000 000	GENERAL FUND/FI FIXED ASSETS-BUILDINGS	0.00	0.00	0.00	0.00
10 A 000 000 754000 000 000 000	GENERAL FUND/FI FIXED ASSETS-EQUIPMENT	0.00	0.00	0.00	0.00
10 A 000 000 754100 000 000 000	GENERAL FUND/EQ FIXED ASSETS-ACCUM DEPRECIATN	0.00	0.00	0.00	0.00
10 L 000 000 000000 000 000 000	GENERAL FUND/N/	0.00	0.00	0.00	0.00
10 L 000 000 811100 000 000 000	GENERAL FUND/TE TEMPORARY NOTES PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 811200 000 000 000	GENERAL FUND/AC ACCOUNTS PAYABLE	-232,318.56	21,970,421.93	21,738,103.37	0.00
10 L 000 000 811555 000 000 000	GENERAL FUND/AP AP P-CARD	0.00	0.00	0.00	0.00
10 L 000 000 811558 000 000 000	GENERAL FUND/AP AP STAPLES	0.00	0.00	0.00	0.00
10 L 000 000 811610 000 000 000	GENERAL FUND/ME MEDICARE TAX	-48,751.14	1,260,579.19	1,211,828.05	0.00
10 L 000 000 811611 000 000 000	GENERAL FUND/FI SOCIAL SECURITY TAX	-208,974.80	5,385,704.00	5,176,729.20	0.00
10 L 000 000 811612 000 000 000	GENERAL FUND/FE FEDERAL INCOME TAX	0.00	2,815,447.99	2,815,447.99	0.00
10 L 000 000 811613 000 000 000	GENERAL FUND/ST STATE INCOME TAX	-138,042.56	1,634,457.26	1,496,414.70	0.00
10 L 000 000 811620 000 000 000	GENERAL FUND/RE RETIREMENT DEDUCTION	-928,544.73	5,728,425.39	5,517,333.54	-717,452.88
10 L 000 000 811622 000 000 000	GENERAL FUND/HD HDHP - 4K / 8K	0.00	0.00	0.00	0.00
10 L 000 000 811624 000 000 000	GENERAL FUND/HD HDHP - 40 PLAN	0.00	0.00	0.00	0.00
10 L 000 000 811626 000 000 000	GENERAL FUND/HS HSA - EMPLOYEE DEDUCTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811628 000 000 000	GENERAL FUND/HS HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811630 000 000 000	GENERAL FUND/DE DENTAL - PPO CONTRIBUTIONS	0.00	0.00	0.00	0.00

Fd T Loc		Obj Func		Prj DeptJob		Fd T Loc Obj Fu		Account Level	Beginning	2023-24		Ending	
								Description	Balance	FYTD Debits	FYTD Credits	Balance	
10	L	000	000	811631	000	000	000	GENERAL FUND/HE	HEALTH INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10	L	000	000	811632	000	000	000	GENERAL FUND/DE	DENTAL INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10	L	000	000	811633	000	000	000	GENERAL FUND/DI	DISABILITY INS DEDUCTION	-12,941.86	135,594.16	131,508.01	-8,855.71
10	L	000	000	811634	000	000	000	GENERAL FUND/SP	SPOUSE/DEP'T LIFE INSURANCE	-2,556.26	9,801.50	10,005.59	-2,760.35
10	L	000	000	811635	000	000	000	GENERAL FUND/DE	DEPENDENT CARE - CHPT125	-11,743.34	91,013.90	62,209.63	17,060.93
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	-1,609.54	88,234.53	88,285.93	-1,660.94
10	L	000	000	811640	000	000	000	GENERAL FUND/UN	UNITED WAY	0.00	16,240.25	16,240.25	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	0.00	75,244.43	-75,244.43
10	L	000	000	811644	000	000	000	GENERAL FUND/DE	DENTAL INS. - SELF PAY - COBRA	0.00	0.00	10,827.40	-10,827.40
10	L	000	000	811645	000	000	000	GENERAL FUND/LI	LIFE INS - EMPLOYER CONTRIBUTI	-24,464.02	92,990.75	87,256.55	-18,729.82
10	L	000	000	811647	000	000	000	GENERAL FUND/LI	LIMITED FLEX PLAN-CHAPTER 125	0.00	0.00	0.00	0.00
10	L	000	000	811648	000	000	000	GENERAL FUND/SU	SUPPLEMENTAL LIFE INSURANCE	-4,869.77	38,145.22	38,944.47	-5,669.02
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	32.00	32.00	0.00
10	L	000	000	811654	000	000	000	GENERAL FUND/GT	GREENHECK TURNER CTR DONATIONS	0.00	6,656.51	6,656.51	0.00
10	L	000	000	811655	000	000	000	GENERAL FUND/V	V VISION PLAN (DELTA)	-446.54	48,257.87	43,653.74	4,157.59
10	L	000	000	811656	000	000	000	GENERAL FUND/V	V SHORT TERM DISABILITY	5,954.48	74,754.07	73,743.87	6,964.68
10	L	000	000	811665	000	000	000	GENERAL FUND/RO	ROTH 403(B)	0.00	70,639.00	70,639.00	0.00
10	L	000	000	811670	000	000	000	GENERAL FUND/TS	TSA'S	0.00	851,501.43	851,501.43	0.00
10	L	000	000	811673	000	000	000	GENERAL FUND/RE	RETIREE HEALTH	0.00	0.00	0.00	0.00
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	11,110.00	11,110.00	0.00
10	L	000	000	811699	000	000	000	GENERAL FUND/MI	MISCELLANEOUS DEDUCTION	0.00	61,138.27	61,138.27	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	53,795,905.12	53,795,905.12	0.00
10	L	000	000	811820	000	000	000	GENERAL FUND/VO	VOUCHERS PAYABLE	-3,416,666.02	3,424,666.02	8,000.00	0.00
10	L	000	000	812000	000	000	000	GENERAL FUND/DU	Due To Other Funds	-1,935,000.00	1,935,000.00	0.00	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	815110	000	000	000	GENERAL FUND/DI	SF DENTAL PREMIUMS - DISTRICT	0.00	67,867.17	67,867.17	0.00
10	L	000	000	815120	000	000	000	GENERAL FUND/EM	SF DENTAL PREMIUMS - EMPLOYEE	0.00	0.00	0.00	0.00
10	L	000	000	815901	000	000	000	GENERAL FUND/OP	OPEB 73	0.00	121.81	645,105.81	-644,984.00
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

		Account Level		Beginning	2023-24		2023-24	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Description	Balance	FYTD Debits	FYTD Credits	Balance		
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		
10 L 000 000 817101 000 000 000	GENERAL FUND/SE	HEALTH INS. PREMIUM PAYABLE	-1,168,865.81	9,955,341.68	9,477,665.03	-691,189.16		
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	-179,954.02	984,294.13	997,852.72	-193,512.61		
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	231,194,247.61	231,487,914.90	-293,667.29		
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 936110 000 000 000	GENERAL FUND/SE	FUND BALANCE - SELF INSURANCE	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	-23,907.88	1,060,682.79	1,186,296.44	-149,521.53		
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)	-20,404,350.38	290,297,878.12	291,236,494.35	-21,342,966.61		
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	939,950,972.29	939,950,972.29	0.00		

Account Level		Beginning	2023-24	2023-24	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
27 A 000 000 711000 000 000 000	SPECIAL EDUCATI CASH	484,726.96	4,011,701.97	11,723,892.26	-7,227,463.33
27 A 000 000 711100 000 000 000	SPECIAL EDUCATI PAYROLL CLEARANCE ACCOUNT	0.00	10,573,836.55	10,573,836.55	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	3,511,695.60	3,511,695.60	0.00
27 A 000 000 713200 000 000 000	SPECIAL EDUCATI ACCOUNTS RECEIVABLE	19,132.98	0.00	19,132.98	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	2,301.25	2,301.25	0.00
27 A 000 000 715600 000 000 000	SPECIAL EDUCATI DUE FROM FED GOVERNMENT	505,625.34	0.00	505,625.34	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	-3,149.95	1,065,417.13	1,062,267.18	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	-9,898.77	9,898.77	0.00	0.00
27 L 000 000 811611 000 000 000	SPECIAL EDUCATI SOCIAL SECURITY TAX	-42,324.50	42,324.50	0.00	0.00
27 L 000 000 811620 000 000 000	SPECIAL EDUCATI RETIREMENT DEDUCTION	-47,187.95	47,187.95	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	-2,163.39	2,163.39	0.00	0.00
27 L 000 000 811645 000 000 000	SPECIAL EDUCATI LIFE INS - EMPLOYER CONTRIBUTI	-1,191.59	1,191.63	0.04	0.00
27 L 000 000 811815 000 000 000	SPECIAL EDUCATI NET EFT PAYABLE	0.00	12,281,544.74	12,281,544.74	0.00
27 L 000 000 811820 000 000 000	SPECIAL EDUCATI VOUCHERS PAYABLE	-693,944.20	693,944.20	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 813500 000 000 000	SPECIAL EDUCATI DUE TO STATE GOVERNMENT	-5,128.00	5,128.00	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 815110 000 000 000	SPECIAL EDUCATI S/F DENTAL PREMIUMS - DISTRICT	0.00	16,950.73	16,950.73	0.00
27 L 000 000 817101 000 000 000	SPECIAL EDUCATI SECURITY PREMIUM PAYABLE	-187,546.20	187,546.20	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	-16,950.73	16,950.73	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	50,279,561.70	50,281,141.99	-1,580.29
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	62,118,473.21	54,889,429.59	7,229,043.62
27 - - - - -		0.00	144,867,818.25	144,867,818.25	0.00

		Account Level		Beginning	2023-24	2023-24	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	1,789,365.84	3,294,513.89	4,022,072.99	1,061,806.74	
50 A 000 000 711100 000 000 000	FOOD SERVICE FU	PAYROLL CLEARANCE ACCOUNT	0.00	1,665,341.52	1,665,341.52	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	110.10	568.00	0.00	678.10	
50 A 000 000 712000 000 000 000	FOOD SERVICE FU	INVESTMENTS	0.00	1,723,848.96	1,717,879.39	5,969.57	
50 A 000 000 712001 000 000 000	FOOD SERVICE FU	FS INTERNET CASH ACCOUNT	0.39	1,182,723.33	1,180,447.62	2,276.10	
50 A 000 000 713200 000 000 000	FOOD SERVICE FU	ACCOUNTS RECEIVABLE	1,229.08	0.00	1,229.08	0.00	
50 A 000 000 713300 000 000 000	FOOD SERVICE FU	INTEREST RECEIVABLE	0.00	0.00	0.00	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	71,659.81	0.00	71,659.81	0.00	
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	-9,043.27	2,348,649.10	2,339,605.83	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	-218.35	218.35	0.00	0.00	
50 L 000 000 811611 000 000 000	FOOD SERVICE FU	SOCIAL SECURITY TAX	-933.63	933.63	0.00	0.00	
50 L 000 000 811620 000 000 000	FOOD SERVICE FU	RETIREMENT DEDUCTION	-1,023.92	1,023.92	0.00	0.00	
50 L 000 000 811628 000 000 000	FOOD SERVICE FU	HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	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	1,699,119.82	1,699,119.82	0.00	
50 L 000 000 811820 000 000 000	FOOD SERVICE FU	VOUCHERS PAYABLE	-15,058.00	15,058.00	0.00	0.00	
50 L 000 000 812000 000 000 000	FOOD SERVICE FU	Due To Other Funds	0.00	0.00	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	-102,219.84	0.00	0.00	-102,219.84	
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	886,006.90	886,006.90	0.00	
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	-1,733,868.21	5,395,879.95	4,630,522.41	-968,510.67	
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	

Account Level		Beginning	2023-24	2023-24	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
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	18,213,885.37	18,213,885.37	0.00

		Account Level		Beginning	2023-24	2023-24	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	114,246.69	1,850,375.89	1,915,391.13	49,231.45	
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	1,071,960.04	1,071,960.04	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	99,235.67	99,235.67	0.00	
80 A 000 000 712001 000 000 000		COMMUNITY SERVI ECOMMERCE - COMMUNITY SERVICE	0.00	119,310.79	116,183.83	3,126.96	
80 A 000 000 713100 000 000 000		COMMUNITY SERVI TAXES RECEIVABLE	0.00	450,000.00	450,000.00	0.00	
80 A 000 000 713200 000 000 000		COMMUNITY SERVI ACCOUNTS RECEIVABLE	169,377.12	0.00	169,377.12	0.00	
80 A 000 000 713205 000 000 000		COMMUNITY SERVI RECEIVABLES - UNCOLLECTED GHF	5,557.14	0.00	5,557.14	0.00	
80 A 000 000 714100 000 000 000		COMMUNITY SERVI Due From Other Funds	0.00	0.00	0.00	0.00	
80 A 000 000 715600 000 000 000		COMMUNITY SERVI DUE FROM FEDERAL GOVERNMENT	0.00	0.00	0.00	0.00	
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	-154,735.59	668,444.41	513,708.82	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	-525.82	525.82	0.00	0.00	
80 L 000 000 811611 000 000 000		COMMUNITY SERVI SOCIAL SECURITY TAX	-2,248.34	2,248.34	0.00	0.00	
80 L 000 000 811620 000 000 000		COMMUNITY SERVI RETIREMENT DEDUCTION	-657.93	657.93	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	1,098,142.64	1,098,142.64	0.00	
80 L 000 000 811820 000 000 000		COMMUNITY SERVI VOUCHERS PAYABLE	-36,263.26	36,263.26	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 816000 000 000 000		COMMUNITY SERVI	0.00	0.00	0.00	0.00	
80 L 000 000 816900 000 000 000		COMMUNITY SERVI DEFER.REV.-SCHL.AGE CARE	0.00	0.00	0.00	0.00	
80 L 000 000 816901 000 000 000		COMMUNITY SERVI DEFERRED REV.-YOUTH ACTIV.FEES	-55,654.22	55,654.22	46,849.54	-46,849.54	
80 L 000 000 816902 000 000 000		COMMUNITY SERVI DEFER.REV.-ADULT & FAMILY FEES	0.00	0.00	0.00	0.00	
80 L 000 000 816903 000 000 000		COMMUNITY SERVI DEFERRED REVENUE-VARIOUS CAMPS	0.00	0.00	866.61	-866.61	
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	-870.00	870.00	2,904.00	-2,904.00	
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	-2,764.00	12,385.96	10,216.96	-595.00	
80 L 000 000 816909 000 000 000		COMMUNITY SERVI DEF.REV.- H.S. HOCKEY	-2,895.00	2,895.00	750.00	-750.00	
80 L 000 000 816911 000 000 000		COMMUNITY SERVI DEF.REV.-MEMBERSHIPS	0.00	0.00	0.00	0.00	
80 L 000 000 816913 000 000 000		COMMUNITY SERVI DEFERRED REVENUE-GHF CONCESSIO	0.00	0.00	0.00	0.00	

		Account Level		Beginning	2023-24		2023-24	Ending											
Fd	T	Loc	Obj	Func	Prj	Dept	Job	Fd	T	Loc	Obj	Fu	Description	Balance	FYTD	Debits	FYTD	Credits	Balance
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
80	Q	000	000	000000	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	1,846,618.62		1,846,618.62		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	-15,546.49	3,566,480.66		3,587,038.60		-36,104.43
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	Q	862	000	936900	000	120	000	COMMUNITY SERVI					3K PROGRAM EQUITY ACCOUNT	-18,300.30	52,784.49		53.02		34,431.17
80	-	---	---	-----	---	---	---							0.00	10,934,853.74		10,934,853.74		0.00

Account Level		Beginning	2023-24	2023-24	Ending
Fd T Loc Obj Func	Prj DeptJob Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
Grand Asset Totals		31,900,364.20	336,401,236.08	350,275,836.14	18,025,764.14
Grand Liability Totals		-9,704,390.94	130,867,679.52	123,660,176.69	-2,496,888.11
Grand Equity Totals		-22,195,973.26	646,698,614.05	640,031,516.82	-15,528,876.03
Grand Totals		0.00	1,113,967,529.65	1,113,967,529.65	0.00

Number of Accounts: 242

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

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00660	TRANSFER TO COVER END OF YEAR AG EXPENSES FRO	2023-2024	06/11/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		TRANSFER TO COVER END OF YEAR AG EXPENSES FROM CORRECT ACCOUNT	10 E 400 341 256770 000 131 000		06/11/2024	0.00	31.49
2		TRANSFER TO COVER END OF YEAR AG EXPENSES FROM CORRECT ACCOUNT	10 E 400 342 131000 000 131 000		06/11/2024	31.49	0.00
3		TRANSFER TO COVER END OF YEAR AG EXPENSES FROM CORRECT ACCOUNT	10 E 400 341 256770 000 131 000		06/11/2024	0.00	86.36
4		TRANSFER TO COVER END OF YEAR AG EXPENSES FROM CORRECT ACCOUNT	10 E 400 411 131000 000 131 000		06/11/2024	86.36	0.00
TOTALS						117.85	117.85

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00659	TRANSFER TO PAY FOR SACK LUNCHES FROM CORRECT	2023-2024	06/11/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		TRANSFER TO PAY FOR SACK LUNCHES FROM CORRECT ACCOUNT	10 E 300 411 131000 000 131 000		06/11/2024	0.00	10.72
2		TRANSFER TO PAY FOR SACK LUNCHES FROM CORRECT ACCOUNT	10 E 300 415 131000 000 131 000		06/11/2024	10.72	0.00
TOTALS						10.72	10.72

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00658	Cover expenses	2023-2024	06/11/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Cover expenses	10 E 824 310 214900 000 212 000		06/10/2024	0.00	450.00
2		Cover expenses	10 E 824 310 129200 000 212 000		06/10/2024	450.00	0.00
TOTALS						450.00	450.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00657	Funds for Summer Salaries for 7Mindsets curri	2023-2024	06/10/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 310 110000 297 809 000		06/10/2024	0.00	6,500.00
2		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 310 219000 297 809 000		06/10/2024	0.00	2,550.00
3		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 310 221300 297 809 000		06/10/2024	0.00	3,000.00
4		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 351 214900 297 809 000		06/10/2024	0.00	1,005.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00657	Funds for Summer Salaries for 7Mindsets curri	2023-2024	06/10/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
5		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 386 221300 297 809 000		06/10/2024	0.00	400.00
6		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 411 214900 297 809 000		06/10/2024	0.00	3,500.00
7		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 411 219000 297 809 000		06/10/2024	0.00	270.00
8		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 415 221300 297 809 000		06/10/2024	0.00	250.00
9		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 415 264400 297 809 000		06/10/2024	0.00	1,100.00
10		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 481 110000 297 809 000		06/10/2024	0.00	6,090.00
11		Cover overage for Raise Your Voice Stipends	10 E 809 112 219000 297 809 208		06/10/2024	50.00	0.00
12		Funds for Summer Benefits for 7Mindsets curriculum	10 E 809 212 264900 297 809 205		06/10/2024	1,500.00	0.00
13		Funds for Summer Benefits for 7Mindsets curriculum	10 E 809 222 264400 297 809 000		06/10/2024	1,750.00	0.00
14		Funds for Summer Salaries for 7Mindsets curriculum	10 E 809 100 264400 297 809 000		06/10/2024	21,365.00	0.00
TOTALS						24,665.00	24,665.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00656	transfer to cover traveling teacher expenses	2023-2024	06/10/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		transfer to cover traveling teacher expenses	10 E 820 480 221100 000 809 000		06/10/2024	0.00	2,000.00
2		transfer to cover traveling teacher expenses	10 E 820 342 110000 000 210 000		06/10/2024	2,000.00	0.00
TOTALS						2,000.00	2,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00655	Cover Social Worker Mileage	2023-2024	06/10/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Cover Social Worker Mileage	10 E 824 342 214200 000 212 000		06/10/2024	0.00	232.00
2		Cover Social Worker Mileage	10 E 824 342 212200 000 212 000		06/10/2024	232.00	0.00
TOTALS						232.00	232.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00654	Senior High Budget Transfer	2023-2024	06/10/2024	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Senior High Budget Transfer	10 E 400 415 221300 000 241 000		06/10/2024	550.00	0.00
		Senior High Budget Transfer					
2		Senior High Budget Transfer	10 E 400 999 120000 000 241 000		06/10/2024	0.00	550.00
		Senior High Budget Transfer					
TOTALS						550.00	550.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00653	Final Pat on the Back	2023-2024	06/07/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Final Pat on the Back	10 E 811 342 231100 000 231 000		06/07/2024	0.00	242.22
2		Final Pat on the Back	10 E 811 999 231100 000 231 000		06/07/2024	242.22	0.00
TOTALS						242.22	242.22

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00652	Tr to correct type of acct for cookies for kn	2023-2024	06/07/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Tr from 411 to 415	10 E 108 411 241000 000 241 000		06/07/2024	0.00	43.24
2		Tr from 411 to 415	10 E 108 415 241000 000 241 000		06/07/2024	43.24	0.00
TOTALS						43.24	43.24

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00651	To cover end of year expenses	2023-2024	06/07/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		To cover end of year expenses	10 E 105 411 125000 000 125 000		06/07/2024	0.00	250.00
2		To cover end of year expenses	10 E 105 411 143000 000 140 000		06/07/2024	0.00	250.00
3		To cover end of year expenses	10 E 105 411 110000 000 101 000		06/07/2024	500.00	0.00
TOTALS						500.00	500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00650	Transfer to cover invoices (MCHS, BIB, WASPA)	2023-2024	06/07/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to cover invoices (MCHS, BIB, WASPA)	10 E 836 415 264100 000 264 000		06/06/2024	0.00	1,000.00
2		Transfer to cover invoices (MCHS, BIB, WASPA)	10 E 836 310 264100 000 264 000		06/06/2024	1,000.00	0.00
TOTALS						1,000.00	1,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00649	to cover courtyard invoice for Miranda Ritger	2023-2024	06/07/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover courtyard invoice for Miranda Ritger	10 E 809 440 136000 400 809 000		06/06/2024	0.00	37.40
2		to cover courtyard invoice for Miranda Ritger	10 E 809 342 221300 400 809 000		06/06/2024	37.40	0.00
TOTALS						37.40	37.40

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00648	TRANSFER TO PAY FOR CONFERENCE REGISTRATION F	2023-2024	06/06/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		TRANSFER TO PAY FOR CONFERENCE REGISTRATION FROM CORRECT ACCOUNT	10 E 301 341 256770 000 301 000		06/06/2024	0.00	215.26
2		TRANSFER TO PAY FOR CONFERENCE REGISTRATION FROM CORRECT ACCOUNT	10 E 301 342 221300 000 301 000		06/06/2024	215.26	0.00
TOTALS						215.26	215.26

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00647	Sound & Lighting	2023-2024	06/06/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Didn't purchase apparel as thought	10 E 400 420 120000 000 241 000		06/05/2024	0.00	2,436.00
2		Graduation ceremony sound and lighting, didn't budget for	10 E 400 310 120000 000 241 000		06/05/2024	2,500.00	0.00
3		general funds	10 E 400 411 120000 000 241 000		06/05/2024	0.00	64.00
TOTALS						2,500.00	2,500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00646	Cover Consortium Expenses	2023-2024	06/05/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Cover Consortium Expenses	10 E 809 310 219000 297 809 000		06/05/2024	3,238.13	0.00
2		Cover Consortium Expenses	10 E 809 310 221300 297 809 000		06/05/2024	0.00	3,238.13
TOTALS						3,238.13	3,238.13

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00645	to cover negative balance and Lamers invoices	2023-2024	06/05/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover negative balance and Lamers invoices for James Dahlgren	10 E 809 411 136000 577 809 000		06/05/2024	0.00	333.46

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00645	to cover negative balance and Lamers invoices	2023-2024	06/05/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
2		to cover negative balance and Lamers invoices for James Dahlgren	10 E 809 341 256770 400 809 000		06/05/2024	333.46	0.00
TOTALS						333.46	333.46

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00644	Tr to cover shortage for bus bill for unit 3	2023-2024	06/04/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer from unit 1 to unit 3 pupil travel	10 E 108 341 256770 000 101 000		06/04/2024	0.00	11.00
2		Transfer from unit 1 to unit 3 pupil travel	10 E 108 341 256770 000 103 000		06/04/2024	11.00	0.00
TOTALS						11.00	11.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00643	Funds to cover athletic bus bills	2023-2024	06/04/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds to cover athletic bus bills	10 E 410 411 162000 000 160 000		06/04/2024	0.00	4,000.00
2		Funds to cover athletic bus bills	10 E 410 341 256740 000 160 000		06/04/2024	4,000.00	0.00
TOTALS						4,000.00	4,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00642	to cover reimbursement for Wendy T	2023-2024	06/04/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover reimbursement for Wendy T	10 E 200 411 124000 000 124 000		06/04/2024	0.00	65.97
2		to cover reimbursement for Wendy T	10 E 200 415 124000 000 124 000		06/04/2024	65.97	0.00
TOTALS						65.97	65.97

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00641	to cover negative balance	2023-2024	06/04/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover negative balance	10 E 300 411 132000 000 132 000		06/04/2024	0.00	50.00
2		to cover negative balance	10 E 300 940 132000 000 132 000		06/04/2024	50.00	0.00
TOTALS						50.00	50.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00640	to cover reimbursement for Tony DeGrand	2023-2024	06/04/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover reimbursement for Tony DeGrand	10 E 400 341 256770 000 126 000		06/04/2024	0.00	48.36
2		to cover reimbursement for Tony DeGrand	10 E 400 411 126000 000 126 000		06/04/2024	48.36	0.00
TOTALS						48.36	48.36

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00639	6.3.24 Field Trips Funds Unit 3 Transfer to U	2023-2024	06/03/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		6.3.24 Field Trips Funds Unit 3 Transfer to Unit 1	10 E 103 341 256770 000 103 000		06/03/2024	0.00	60.00
2		6.3.24 Field Trips Funds Unit 3 Transfer to Unit 1	10 E 103 341 256770 000 101 000		06/03/2024	60.00	0.00
TOTALS						60.00	60.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00638	Boys Track Team Gas Reimbursement for State T	2023-2024	06/03/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Boys Track Team Gas Reimbursement for State Tournament Travel	10 E 410 411 162000 000 160 000		06/03/2024	0.00	120.00
2		Boys Track Team Gas Reimbursement for State Tournament Travel	10 E 410 342 162000 000 160 000		06/03/2024	120.00	0.00
TOTALS						120.00	120.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00637	Cover mileage expenses	2023-2024	06/03/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Cover mileage expenses	10 E 824 310 221300 000 212 000		06/03/2024	0.00	70.00
2		Cover mileage expenses	10 E 824 342 212200 000 212 000		06/03/2024	70.00	0.00
TOTALS						70.00	70.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00636	to cover reimbursement for Heidi K	2023-2024	06/03/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover reimbursement for Heidi K	10 E 400 479 123000 000 123 000		06/03/2024	0.00	100.00
2		to cover reimbursement for Heidi K	10 E 400 411 123000 000 123 000		06/03/2024	100.00	0.00
TOTALS						100.00	100.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00635	to cover lamers invoice for Joe F	2023-2024	05/31/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover lamers invoice for Joe F	10 E 400 310 125002 000 125 000		05/31/2024	0.00	89.68
2		to cover lamers invoice for Joe F	10 E 400 341 256742 000 125 000		05/31/2024	89.68	0.00
TOTALS						89.68	89.68

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00634	to cover Lamers invoices for John Glynn	2023-2024	05/31/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Lamers invoices for John Glynn	10 E 400 342 131000 000 131 000		05/31/2024	0.00	70.36
2		to cover Lamers invoices for John Glynn	10 E 400 341 256770 000 131 000		05/31/2024	70.36	0.00
3		to cover Lamers invoices for John Glynn	10 E 400 411 131000 000 131 000		05/31/2024	0.00	133.09
4		to cover Lamers invoices for John Glynn	10 E 400 341 256770 000 131 000		05/31/2024	133.09	0.00
5		to cover Lamers invoices for John Glynn	10 E 400 434 131000 000 131 000		05/31/2024	0.00	66.40
6		to cover Lamers invoices for John Glynn	10 E 400 341 256770 000 131 000		05/31/2024	66.40	0.00
7		to cover Lamers invoices for John Glynn	10 E 400 440 131000 000 131 000		05/31/2024	0.00	88.50
8		to cover Lamers invoices for John Glynn	10 E 400 341 256770 000 131 000		05/31/2024	88.50	0.00
9		to cover Lamers invoices for John Glynn	10 E 400 940 131000 000 131 000		05/31/2024	0.00	40.50
10		to cover Lamers invoices for John Glynn	10 E 400 341 256770 000 131 000		05/31/2024	40.50	0.00
TOTALS						398.85	398.85

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00633	to cover reimbursement for Heidi K	2023-2024	05/31/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover reimbursement for Heidi K	10 E 300 342 123000 000 123 000		05/31/2024	0.00	50.67
2		to cover reimbursement for Heidi K	10 E 300 415 123000 000 123 000		05/31/2024	50.67	0.00
3		to cover reimbursement for Heidi K	10 E 300 940 123000 000 123 000		05/31/2024	0.00	351.34
4		to cover reimbursement for Heidi K	10 E 300 415 123000 000 123 000		05/31/2024	351.34	0.00
5		to cover reimbursement for Heidi K	10 E 300 480 123000 000 123 000		05/31/2024	0.00	7.99
6		to cover reimbursement for Heidi K	10 E 300 411 123000 000 123 000		05/31/2024	7.99	0.00
TOTALS						410.00	410.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00632	Transfer to cover unexpected cost of storage	2023-2024	05/30/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to cover unexpected cost of storage for EC team - Rothschild move	27 E 809 440 152000 347 809 000		05/30/2024	1,805.00	0.00
2		Transfer to cover unexpected cost of storage for EC team - Rothschild move	27 E 809 310 221300 347 809 000		05/30/2024	0.00	1,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00632	Transfer to cover unexpected cost of storage	2023-2024	05/30/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
3		Transfer to cover unexpected cost of storage for EC team - Rothschild move	27 E 809 362 152000 347 809 000		05/30/2024	0.00	805.00
TOTALS						1,805.00	1,805.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00631	transfer to purchase credit recovery licenses	2023-2024	05/29/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		transfer to purchase credit recovery licenses for summer learning	10 E 826 411 110000 000 826 000		05/29/2024	0.00	3,025.00
2		transfer to purchase credit recovery licenses for summer learning	10 E 826 310 110000 000 826 000		05/29/2024	3,025.00	0.00
TOTALS						3,025.00	3,025.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00630	Additional Funds to Cover Team Trave	2023-2024	05/28/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Additional Funds to Cover Team Travel Costs	10 E 410 420 162000 000 160 000		05/28/2024	0.00	817.81
2		Additional Funds to Cover Team Travel Costs	10 E 410 341 256740 000 160 000		05/28/2024	817.81	0.00
TOTALS						817.81	817.81

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00629	Transfer to cover unexpected field trip costs	2023-2024	05/24/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to cover unexpected field trip costs - will be reimbursed	27 E 809 440 156100 019 809 000		05/23/2024	0.00	259.88
2		Transfer to cover unexpected field trip costs - will be reimbursed	27 E 809 943 158000 019 809 000		05/23/2024	259.88	0.00
TOTALS						259.88	259.88

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00628	to cover ticket purchase for Miranda	2023-2024	05/23/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover ticket purchase for Miranda	10 E 400 411 135000 000 135 000		05/23/2024	0.00	11.97
2		to cover ticket purchase for Miranda	10 E 400 342 135000 000 135 000		05/23/2024	11.97	0.00
TOTALS						11.97	11.97

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00627	Funds for Mileage Reimbursement for Golf Coac	2023-2024	05/22/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds for Mileage Reimbursement for Golf Coach - unexpectedly had to drive team with own vehicle	10 E 410 411 162000 000 160 000		05/22/2024	0.00	68.34
2		Funds for Mileage Reimbursement for Golf Coach - unexpectedly had to drive team with own vehicle	10 E 410 342 162000 000 160 000		05/22/2024	68.34	0.00
TOTALS						68.34	68.34

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00626	5.21.24 Building Committees funds transfer to	2023-2024	05/22/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		5.21.24 Building Committees funds transfer to Field Trip funds for 3rd Grade Rib Mountain Invoice	10 E 103 411 241000 000 241 000		05/21/2024	0.00	231.00
2		5.21.24 Building Committees funds transfer to Field Trip funds for 3rd Grade Rib Mountain Invoice	10 E 103 341 256770 000 102 000		05/21/2024	231.00	0.00
TOTALS						231.00	231.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00625	transfer funds to make purchases - Wise Grant	2023-2024	05/21/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		transfer funds to make purchases - Wise Grants has approved transfer	10 E 809 411 219000 173 809 000		05/21/2024	0.00	1,000.00
2		transfer funds to make purchases - Wise Grants has approved transfer	10 E 809 415 219000 173 809 000		05/21/2024	1,000.00	0.00
TOTALS						1,000.00	1,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00624	to cover Pick and save supply pcard for Mallo	2023-2024	05/21/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Pick and save supply pcard for Mallory O	10 E 200 415 135000 000 135 000		05/21/2024	0.00	294.94
2		to cover Pick and save supply pcard for Mallory O	10 E 200 411 135000 000 135 000		05/21/2024	294.94	0.00
TOTALS						294.94	294.94

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00623	Foods Resale Transfer	2023-2024	05/21/2024	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Foods Resale Transfer	10 R 400 262 135000 000 135 000		05/21/2024	0.00	800.35
		Foods Resale Transfer					
2		Foods Resale Transfer	10 E 400 450 135000 000 135 000		05/21/2024	800.35	0.00
		Foods Resale Transfer					
3		Foods Resale Transfer	10 R 400 262 135001 000 135 000		05/21/2024	3,000.00	0.00
		Foods Resale Transfer					
4		Foods Resale Transfer	10 E 400 450 135001 000 135 000		05/21/2024	0.00	3,000.00
		Foods Resale Transfer					
TOTALS						3,800.35	3,800.35

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00622	AODA Mini Grant	2023-2024	05/20/2024	Web Clone	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
3		AODA Mini Grant	10 E 809 310 141000 388 809 000		05/20/2024	19.00	0.00
		AODA Mini Grant					
4		AODA Mini Grant	10 E 809 411 141000 388 809 000		05/20/2024	316.00	0.00
		AODA Mini Grant					
5		AODA Mini Grant	10 E 809 415 141000 388 809 000		05/20/2024	0.00	335.00
		AODA Mini Grant					
TOTALS						335.00	335.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00621	AODA Mini Grant	2023-2024	05/20/2024	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		AODA Mini Grant	10 E 809 140 110000 388 809 207		05/20/2024	0.00	60.00
		AODA Mini Grant					
2		AODA Mini Grant	10 E 809 341 256740 388 809 000		05/20/2024	0.00	91.00
		AODA Mini Grant					
3		AODA Mini Grant	10 E 809 310 141000 388 809 000		05/20/2024	316.00	0.00
		AODA Mini Grant					
4		AODA Mini Grant	10 E 809 411 141000 388 809 000		05/20/2024	0.00	300.00
		AODA Mini Grant					
5		AODA Mini Grant	10 E 809 415 141000 388 809 000		05/20/2024	135.00	0.00
		AODA Mini Grant					
TOTALS						451.00	451.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00620	to cover invoice for Civlil War Day for Chris	2023-2024	05/20/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover invoice for Civlil War Day for Christian Ammon	10 E 300 411 127000 000 127 000		05/20/2024	0.00	1,121.55
2		to cover invoice for Civlil War Day for Christian Ammon	10 E 300 415 127000 000 127 000		05/20/2024	1,121.55	0.00
TOTALS						1,121.55	1,121.55

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00619	Transfer into Food Account (2)	2023-2024	05/17/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		From GTCC General Supplies	80 E 861 411 254300 000 300 000		05/17/2024	0.00	2,000.00
2		Into Food Account for Concessions	80 E 861 415 395000 000 640 000		05/17/2024	2,000.00	0.00
TOTALS						2,000.00	2,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00618	Transfer into Dues & Fees	2023-2024	05/17/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Maintenance Servies	80 E 861 324 254300 000 300 000		05/17/2024	0.00	3,600.00
2		Dues and Fees	80 E 861 940 253300 000 300 000		05/17/2024	3,600.00	0.00
TOTALS						3,600.00	3,600.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00617	Transfer to food account	2023-2024	05/17/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Personal services, Concessions, Service Calls	80 E 861 310 395000 000 640 000		05/17/2024	0.00	1,000.00
2		Concessions food account	80 E 861 415 395000 000 640 000		05/17/2024	1,000.00	0.00
TOTALS						1,000.00	1,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00616	to cover food supplies for Mallory O	2023-2024	05/17/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover food supplies for Mallory O	10 E 200 415 135000 000 135 000		05/17/2024	0.00	126.20
2		to cover food supplies for Mallory O	10 E 200 411 135000 000 135 000		05/17/2024	126.20	0.00
TOTALS						126.20	126.20

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00615	to cover negative balance and reimbursement	2023-2024	05/16/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover negative balance and reimbursement	10 E 400 411 135000 000 135 000		05/16/2024	0.00	200.00
2		to cover negative balance and reimbursement	10 E 400 415 135000 000 135 000		05/16/2024	200.00	0.00
TOTALS						200.00	200.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00614	Tr to cover shortage for Smore Newsletter Ren	2023-2024	05/16/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Tr from 411 to 940	10 E 108 411 241000 000 241 000		05/16/2024	0.00	23.00
2		Tr from 411 to 940	10 E 108 940 241000 000 241 000		05/16/2024	23.00	0.00
TOTALS						23.00	23.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00613	to cover Point of Convergence for Matt Cepres	2023-2024	05/16/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Point of Convergence for Matt Cepress	10 E 400 479 122000 000 122 000		05/16/2024	0.00	9.06
2		to cover Point of Convergence for Matt Cepress	10 E 400 432 122000 000 122 000		05/16/2024	9.06	0.00
TOTALS						9.06	9.06

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00612	Funds moved from 440 to 411	2023-2024	05/15/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		money in general account	10 E 106 440 143000 000 140 000		05/15/2024	0.00	11.00
2		reimbursement items need to come from a general account	10 E 106 411 143000 000 140 000		05/15/2024	11.00	0.00
TOTALS						11.00	11.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00611	to cover Literary magazine for Matt Cepress	2023-2024	05/15/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Literary magazine for Matt Cepress	10 E 400 479 122000 000 122 000		05/15/2024	0.00	400.00
2		to cover Literary magazine for Matt Cepress	10 E 400 432 122000 000 122 000		05/15/2024	400.00	0.00
TOTALS						400.00	400.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00610	Gordon Foods past bills	2023-2024	05/14/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		hoping not to use as much printing	10 E 400 354 120000 000 241 000		05/14/2024	0.00	11,250.00
2		insufficient funds to pay past billings	10 E 400 415 135000 000 135 000		05/14/2024	11,250.00	0.00
TOTALS						11,250.00	11,250.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00609	Funds moved for 354 to 415	2023-2024	05/14/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		unused account, need funds in food account	10 E 106 354 241000 000 241 000		05/14/2024	0.00	240.00
2		need funds in food account	10 E 106 415 241000 000 241 000		05/14/2024	240.00	0.00
TOTALS						240.00	240.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00608	Reallocation of funds to purchase library boo	2023-2024	05/14/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Info Technology	10 E 301 360 222200 031 220 000		05/14/2024	0.00	3,036.00
2		Library Books	10 E 301 432 222200 031 220 000		05/14/2024	3,036.00	0.00
TOTALS						3,036.00	3,036.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00607	to cover lamers invoice for welding	2023-2024	05/14/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover lamers invoice for welding	10 E 809 440 136000 400 809 000		05/14/2024	0.00	128.93
2		to cover lamers invoice for welding	10 E 809 341 256740 400 809 000		05/14/2024	128.93	0.00
TOTALS						128.93	128.93

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00606	to cover Pcards for Sh foods	2023-2024	05/14/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Pcards for Sh foods	10 E 400 411 135000 000 135 000		05/14/2024	0.00	235.97
2		to cover Pcards for Sh foods	10 E 400 415 135000 000 135 000		05/14/2024	235.97	0.00
TOTALS						235.97	235.97

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00605	to cover Gordon foods for Sh	2023-2024	05/14/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Gordon foods for Sh	10 E 400 411 135000 000 135 000		05/14/2024	0.00	165.81
2		to cover Gordon foods for Sh	10 E 400 415 135000 000 135 000		05/14/2024	165.81	0.00
TOTALS						165.81	165.81

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00604	to cover gas receipt on my pcard for Chad Per	2023-2024	05/14/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover gas receipt on my pcard for Chad Persteiner	10 E 400 310 136610 000 136 000		05/14/2024	0.00	31.32
2		to cover gas receipt on my pcard for Chad Persteiner	10 E 400 342 136610 000 136 000		05/14/2024	31.32	0.00
TOTALS						31.32	31.32

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00603	Funds for Lifeguard Stand Order	2023-2024	05/13/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds for Lifeguard Stand Order	10 E 400 342 143000 000 140 000		05/13/2024	0.00	1,013.00
2		Funds for Lifeguard Stand Order	10 E 400 440 143000 000 140 000		05/13/2024	1,013.00	0.00
TOTALS						1,013.00	1,013.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00602	transfer to purchase Curriculum Trak Service	2023-2024	05/13/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		transfer to purchase Curriculum Trak Service for NLHS	10 E 809 342 221300 365 016 000		05/13/2024	0.00	700.00
2		transfer to purchase Curriculum Trak Service for NLHS	10 E 809 310 299000 365 016 000		05/13/2024	700.00	0.00
TOTALS						700.00	700.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00601	Funds for Mileage Reimbursement for Golf Coac	2023-2024	05/09/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds for Mileage Reimbursement for Golf Coach - unexpectedly had to drive team with own vehicle	10 E 410 411 162000 000 160 000		05/09/2024	0.00	79.06

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00601	Funds for Mileage Reimbursement for Golf Coac	2023-2024	05/09/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
2		Funds for Mileage Reimbursement for Golf Coach - unexpectedly had to drive team with own vehicle	10 E 410 342 162000 000 160 000		05/09/2024	79.06	0.00
TOTALS						79.06	79.06

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00600	to cover food orders for SH FACE	2023-2024	05/09/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover food orders for SH FACE	10 E 400 411 135000 000 135 000		05/09/2024	0.00	416.24
2		to cover food orders for SH FACE	10 E 400 415 135000 000 135 000		05/09/2024	416.24	0.00
TOTALS						416.24	416.24

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
23-00599	Funds for team bus expenses	2023-2024	05/07/2024	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds for team bus expenses	10 E 410 440 162000 000 160 000		05/07/2024	0.00	5,000.00
2		Funds for team bus expenses	10 E 410 341 256740 000 160 000		05/07/2024	5,000.00	0.00
3		Funds for team bus expenses	10 E 410 415 162000 000 160 000		05/07/2024	0.00	472.50
4		Funds for team bus expenses	10 E 410 341 256740 000 160 000		05/07/2024	472.50	0.00
TOTALS						5,472.50	5,472.50

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

**OFFICE OF THE SUPERINTENDENT
D.C. EVEREST AREA SCHOOL DISTRICT**

STUDENTS
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Fundraiser/Crowdfunding Request

Name of Group or Organization	GAPP		
Representative Completing Form	Alyssa Dercks		
Individual Responsible for Funds	Alyssa Dercks / Amy Stachovak		
Phone Number of Individual Responsible	715.250.2670		
E-Mail of Individual Responsible	adercks1@dce.k12.wi.us		
Please describe the details of the fundraiser/crowdfunding below.			
restaurant give back night where some proceeds of the night from the restaurant will be			
What do you expect your total revenues to be?	1000		
What do you anticipate your total expenses to be?	0		
Estimated profit/goal:	1000		
Describe how profits from this fundraiser/crowdfunding will be used this year to enhance the experience of all students in the program.			
help pay for their trip to Germany			
Fundraiser/Crowdfunding Start Date	August 2024		
Fundraiser/Crowdfunding End Date	May 2024		
<small>For FUNDRAISERS-please check YES or NO below for EACH question. for CROWDFUNDING- please check YES or NO for questions 1, 2, 3.</small>			
1. Will these funds be housed in a district activity account?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
2. Will the fundraiser use the name of D.C. Everest Schools in materials or publicity directly, indirectly, or implied?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
3. If publicizing the fundraiser, please explain how: flyers to help advertise the event			
Will alcohol be served or sold during the activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Will you be soliciting local businesses? (Fundraisers that solicit local businesses require school board approval.)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Will fundraiser include non-exempt food items sold during the day?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Have you been approved for a non-exempt food item fundraiser previously? Two fundraisers of non-exempt food items (food not under the Smart Snack Rules – candy, bake sales, etc.) sold during the school day are allowed for each group per year. Duration of these fundraisers may not exceed two (2) weeks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

Instructions:

- 1) Complete and sign form (teacher, coach, co-curricular supervisor, or designated staff member.)
- 2) Submit to the principal for approval and signature.
- 3) Principal submits all requests to Superintendent/School Board for approval.

Signature of Fundraiser Representative	5.13.24 Date
Signature of Building Principal	5.13.24 Date
Signature of Superintendent	5-22-2024 Date
Signature of School Board Clerk	Date

**OFFICE OF THE SUPERINTENDENT
D.C. EVEREST AREA SCHOOL DISTRICT**

PROFESSIONAL STAFF
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GIFTS AND/OR BEQUESTS TO THE SCHOOL DISTRICT

Please complete the following information and submit to the Superintendent's Office.

Donor: Yauo Yang + multiple community donors
(Name of individual or organization making donation/gift)

Policy 7230 states the District shall provide written acknowledgement to the donor of any accepted cash donation of \$250 or more and any non-cash donation the value of which is \$250 or more. Such acknowledgement shall include the amount of cash or a description of any non-cash donation. Please provide either an email or address so we are able to return a copy of this signed form to the donor.

Donor Email: yauoyang@hotmail.com

OR

Donor Address: _____

Description of Gift/Donation: to cover negative student balances

Estimated Value: \$12,152.45

Given to: School Nutrition Dept
(school, organization of a school, employee, etc.)

Date Received: May 15, 2024

Recipient - District employee we may contact with questions: Laticia Bauhuin

Purpose of Gift/Donation: to cover negative student balances

Principal Approval of Gift: YES NO

L. S. Bauhuin
(Principal's Signature)

All gifts or bequests having a value of more than \$2500.00 shall be accepted by the Board. The Superintendent may accept for the Board gifts of lesser value.

Superintendent Approval of Gift: YES NO

[Signature]
(Superintendent's Signature)

School Board Approval of Gift: YES NO

(School Board Clerk's Signature)

The D.C. Everest Area School District Federal Tax Number is: 39-6007952.

**OFFICE OF THE SUPERINTENDENT
D.C. EVEREST AREA SCHOOL DISTRICT**

PROFESSIONAL STAFF
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GIFTS AND/OR BEQUESTS TO THE SCHOOL DISTRICT

Please complete the following information and submit to the Superintendent's Office.

Donor: Steve Goldberg (Executive Director), WEA Member Benefits Foundation Inc
(Name of individual or organization making donation/gift)

Policy 7230 states the District shall provide written acknowledgement to the donor of any accepted cash donation of \$250 or more and any non-cash donation the value of which is \$250 or more. Such acknowledgement shall include the amount of cash or a description of any non-cash donation. Please provide either an email or address so we are able to return a copy of this signed form to the donor.

Donor Email: steven.goldberg2016@outlook.com

OR

Donor Address: 660 John Nolen Drive , Madison, WI 53713

Description of Gift/Donation: Given to support the work of school based mental health services for our students and families.

Estimated Value: \$20,000

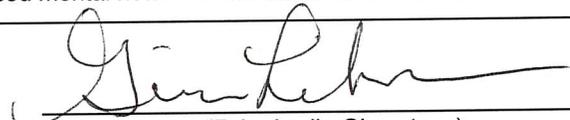
Given to: D.C. Everest Area Schools- Mental Health Services
(school, organization of a school, employee, etc.)

Date Received: July 2024

Recipient - District employee we may contact with questions: Gina Lehman or Erin Jacobson

Purpose of Gift/Donation: Supporting the work of school based mental health for our students and families.

Principal Approval of Gift: YES NO


(Principal's Signature)

All gifts or bequests having a value of more than \$2500.00 shall be accepted by the Board. The Superintendent may accept for the Board gifts of lesser value.

Superintendent Approval of Gift: YES NO


(Superintendent's Signature)

School Board Approval of Gift: YES NO

(School Board Clerk's Signature)

The D.C. Everest Area School District Federal Tax Number is: 39-6007952.

2/7/2022

**OFFICE OF THE SUPERINTENDENT
D.C. EVEREST AREA SCHOOL DISTRICT**

PROFESSIONAL STAFF
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GIFTS AND/OR BEQUESTS TO THE SCHOOL DISTRICT

Please complete the following information and submit to the Superintendent's Office.

Donor: Complete Office of Wisconsin
(Name of individual or organization making donation/gift)

Policy 7230 states the District shall provide written acknowledgement to the donor of any accepted cash donation of \$250 or more and any non-cash donation the value of which is \$250 or more. Such acknowledgement shall include the amount of cash or a description of any non-cash donation. Please provide either an email or address so we are able to return a copy of this signed form to the donor.

Donor Email: _____

OR

Donor Address: P.O. BOX 640, Germantown, WI 53022

Description of Gift/Donation: GTCC Furniture

Estimated Value: \$70,000

Given to: GTCC
(school, organization of a school, employee, etc.)

Date Received: 5/9/2024

Recipient - District employee we may contact with questions: Aaron Mull, Chris Nichols

Purpose of Gift/Donation: Furniture for GTCC

Principal Approval of Gift: YES NO


(Principal's Signature)

All gifts or bequests having a value of more than \$2500.00 shall be accepted by the Board. The Superintendent may accept for the Board gifts of lesser value.

Superintendent Approval of Gift: YES NO


(Superintendent's Signature)

School Board Approval of Gift: YES NO

(School Board Clerk's Signature)

The D.C. Everest Area School District Federal Tax Number is: 39-6007952.



Book	Policy Manual
Section	First Reading by Board
Title	BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT
Code	po0144.5
Status	First Reading
Adopted	June 16, 2021
Last Revised	March 23, 2023

0144.5 - **BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT**

The Board functions most effectively when individual Board members act ethically, professionally, and responsibly. School Board members serve as a member of the School District's governing body and do not have individual authority to represent a policy or enforce positions that are not supported by a majority of the Board as evidenced by official action of the Board (See Bylaw 0143 - Authority of Individual Board Members).

Board members accept responsibility for the well-being and positive leadership of the School District, for protecting the interests of the School District as a legal entity, and for facilitating governance for the purpose of delivering the highest quality educational and related services to all of the District's students. Conduct by Board members that compromises the legal position of the District should be avoided.

Any authority delegated to the Board President in this policy is automatically vested in the Board Vice President in the event that either the Board President is unavailable or the Board President is the Board member accused of violating this policy.

General Expectations of All Board Members

- A. Attend all scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings.
- B. Be familiar with and follow applicable local, State, and Federal laws and regulations.
- C. Be familiar with and comply with Board policies, including policies governing Board member conduct and Board member ethics, rules of incompatibility of office, and conflicts of interest (see Bylaw 0144.3).
- D. Conduct themselves with integrity, honesty, and in a manner that reflects positively on the Board and on the District.
- E. Be accountable for guiding and supporting the policy decision-making process that impacts students, staff, and the community. The operation of the District is the responsibility of the administration.
- F. Establish and maintain a high level of honesty, credibility, and truthfulness in all matters dealt with by the Board.
- G. Treat others with respect and dignity at all times, and maintain decorum, and always communicate in a way that does not violate or illustrate disregard for Board policy concerning harassment or discrimination. This decency expectation applies in all communications, including while discussing sensitive, controversial, or matters involving disagreement.
- H. At all times conduct themselves in the best interest of the School District, including avoiding implicating the District in unlawful activity or supporting or encouraging efforts to harm the reputation, legal standing, or to bring other

material harm to the interests of the District or the Board.

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- I. Recognize they should endeavor to make policy decisions only after full discussion at publicly held Board meetings.
- J. Render all decisions based on the available facts and independent judgment.
- K. 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.
- L. During Board meetings, work with the other Board members to establish effective Board policies and to delegate authority for the administration of the District to the Superintendent.
- M. Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs.
- N. Inform themselves about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by the Wisconsin Association of School Boards, the Consortium of State School Board Associations, and the National School Board Associations.
- O. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.
- P. Refrain from using their Board positions for personal partisan gain.
- Q. Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law.
- R. Remember always that their first and greatest concern must be for the educational welfare of the students attending the public schools.
- S. No Board member shall act or fail to act as a member of the Board in violation of 946.12, Wis. Stats., regarding misconduct in public office.

Board Member Communication

Board members are expected to refrain from engaging in communication on behalf of the Board or on behalf of the District unless authorized to do so by majority vote of the Board (See Bylaw 0143.1).

Any Board member who chooses to engage in individual communication on matters related to Board and/or District business is expected to clearly identify whether the Board member is communicating in the following capacity:

- A. On behalf of the Board: normally, this is the function of the Board President or in the President's absence, the Vice President. The Board may by majority vote delegate this responsibility to another Board member in a specific circumstance. In every case, the Board Member communicating the Board's position shall do so as determined by the Board and avoiding individual interpretation or editorializing.
- B. As an individual Board member, but not on behalf of the Board: a Board member who speaks, including online, in social media forums, or in any other public forum, on matters related to Board and/or District business, but not as an officially designated spokesperson of the Board. The Board member must specify that any statement is not sponsored by the District and is a personal viewpoint.

Board members who fail to adhere to this expectation, or who publicly communicate false or intentionally misleading information pertaining to Board action or District policy, will be asked to correct such communication in a way that is likely to reach the same audience as the false or misleading information. The Board President is authorized to communicate such requests to the pertinent Board member.

The Board President is authorized to issue public statements on behalf of the Board in the event a Board member expresses false or misleading information, or makes statements without properly identifying whether the member of the Board is speaking as an individual Board member. The President's communication should be limited to correcting the false or misleading statement, clarifying that the Board member was not speaking on behalf of the Board, and providing information relative to Board action if any on the subject matter.

Handling of Complaints by Members of the School Board

As individual Board members are frequently confronted with complaints by teachers, parents, and the public in general, it seems prudent to establish guidelines for the handling of these complaints.

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Board members must remember that as individuals they have no legal status and that the only time Board members can legally transact business is when meeting together as a Board in a legal session.

It is wise for a Board member to postpone the formulation of an opinion until hearing the issue discussed by the Board as a whole, where all the aspects of the problem are aired. A Board member should not obligate other members of the Board by predicting how they will vote.

Therefore, the following procedure is established for the handling of complaints made to individual Board members.

- A. Neither the Board as a whole nor any individual member will entertain or consider communications or complaints from teachers, parents, or the general public until, or unless, such communications or complaints have been routed through the proper channels.
- B. If a Board member is approached by a school employee on matters of school policy or school problems, the employee should be advised by the Board member to refer the matter to the principal or supervisor. If the employee is not satisfied by the determination of the principal or supervisor, the problem may be brought to the attention of the Superintendent. If the employee still feels the determination is unsatisfactory, the problem may be brought to the attention of the School Board by letter or personal appearance.
- C. Similarly, if a Board member is approached by a parent who has a complaint, the parent should be referred to the principal of the school of the teacher involved. If the parent is not satisfied by the determination of the principal, the problem may be brought to the attention of the Superintendent. If the parent still feels that the determination is unsatisfactory, the problem may be brought to the attention of the School Board by letter or by personal appearance.

Board Member Interaction with Staff

The general expectations of Board member decorum and civility apply to interactions with employees; however, because the Board is the employer of all District staff, this responsibility is appropriate for special reference. Each Board member is an individual with the authority to bring matters to the Board and to influence matters related to staff. Therefore, it is imperative that Board members treat all employees with respect and as professionals. Board members are also required to comply with Board Policies governing employee anti-harassment, non-discrimination, and threatening behavior.

No Board member has inherent authority to require any staff member to respond to the Board member regarding a specific request for information or to direct any staff member to perform or not perform any task, except as provided by Board policy or as directed by a majority vote of the Board.

Board members' access to and request for School District records and information is governed by Board Bylaw 0143.2.

Board Member Records and Confidentiality

Board members are expected to maintain their own public records created on resources not controlled by and thus not maintained by the School District. Each Board member is an elected official responsible for preserving all public records the Board member creates, and complying with requests to inspect such records. The District has no obligation nor responsibility to assist any Board member in fulfilling this responsibility with respect to records that are not maintained by the District.

Board members are encouraged to review Board policy defining and explaining public records, their maintenance, and public access (See Board Policy 8310).

Board members are expected to maintain and protect the privacy of District records, including student records, and communications received in closed session meetings of the Board.

Enforcement

Complaints alleging violations of the Board Member Code of Conduct may be brought by any person and can be submitted to the Board President or, if the Board President is the member accused of violating this policy, to the Vice President.

The President or Vice President shall review the complaint and determine whether the officer can investigate the matter or if the President or Vice President need to contact the School District's legal counsel for support. Upon completion of the investigation, if the conclusion reached is that the Board member violated the policy, the investigator shall brief the Board

and may recommend action to be taken.

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Board members are elected officials and therefore cannot be disciplined, prevented from participating in Board meetings, or removed from office by the Board. The Board may consider the following:

- A. Formal censure by resolution passed by a majority of the Board in an open session meeting of the Board.
- B. Removal from Board committee assignments for the remainder of the year and until the following organizational meeting of the Board, at which time the President is authorized to continue to withhold committee assignment. Approval of this sanction is an adopted exception to Bylaw 0155.
- C. Restriction on Board member rights granted by policy, including requesting items for a Board meeting agenda.
- D. Referral to proceed with efforts to remove the Board member from office for cause, which means inefficiency, neglect of duty, official misconduct, or malfeasance in office.
- E. Referral to law enforcement if any alleged misconduct constitutes potentially unlawful conduct.
- F. Other efforts to pursue compliance with and adherence to the policy as determined by the Board and not prohibited by law.

Revised 2/23/22

T.C. 3/23/23

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Legal

17.13, Wis. Stats.

946.12, Wis. Stats.

The Consortium of State School Board Associations

The National Association of School Boards

The Wisconsin Association of School Boards

Last Modified by Ellen Suckow on May 7, 2024



Book	Policy Manual
Section	First Reading by Board
Title	PUBLIC REQUESTS, SUGGESTIONS, OR COMPLAINTS
Code	po9130
Status	First Reading
Adopted	May 25, 2016
Last Revised	September 1, 2022

9130 - PUBLIC REQUESTS, SUGGESTIONS, OR COMPLAINTS

Any individual(s), having a legitimate interest in the staff, programs, and operations of this District shall have the right to present a request, suggestion, or complaint to the District and the School Board. At the same time, the Board reserves the right to protect District staff and students from harassment. It is the intent of this policy to provide guidelines for considering and addressing public requests, suggestions, or complaints in an efficient, reasonable, and equitable manner. Requests, suggestions, or complaints made by District staff members are covered by Policy 1422/3122/ and Policy 4122 Nondiscrimination and Equal Employment Opportunity. This policy is not to be used to appeal or to otherwise seek review of a personnel decision that was or could have been reviewed through the grievance policy, Policy 3340, or Policy/ 4340 - Grievance Procedure.

It is the desire of the Board to address any such matters through direct, informal discussions and other means. It is only when attempts at informal resolution fail that more formal procedures shall be used.

Generally, requests, suggestions, or complaints reaching the Board or Board members shall be referred to the Superintendent for consideration. Only those items that are appropriate for consideration under this policy will be considered. The Superintendent may close out any such request presented to him/her that is not appropriate for consideration consistent with this policy. The Board reserves the right to reverse the Superintendent's decision to dismiss any item raised and to fully investigate or review the matter.

Handling of Complaints by Members of the School Board

~~As individual Board members are frequently confronted with complaints by teachers, parents, and the public in general, it seems prudent to establish guidelines for the handling of these complaints.~~

~~Board members must remember that as individuals they have no legal status and that the only time Board members can legally transact business is when meeting together as a Board in a legal session.~~

~~It is wise for a Board member to postpone the formulation of an opinion until hearing the issue discussed by the Board as a whole, where all the aspects of the problem are aired. A Board member should not obligate other members of the Board by predicting how they will vote.~~

~~Therefore, the following procedure is established for the handling of complaints made to individual Board members.~~

- ~~A. Neither the Board as a whole nor any individual member will entertain or consider communications or complaints from teachers, parents, or the general public until, or unless, such communications or complaints have been routed through the proper channels.~~

- B. ~~If a Board member is approached by a school employee on matters of school policy or school problems, the employee should be advised by the Board member to refer the matter to the principal or supervisor. If the employee is not satisfied by the determination of the principal or supervisor, the problem may be brought to the attention of the Superintendent. If the employee still feels the determination is unsatisfactory, the problem may be brought to the attention of the School Board by letter or personal appearance.~~
- C. ~~Similarly, if a Board member is approached by a parent who has a complaint, the parent should be referred to the principal of the school of the teacher involved. If the parent is not satisfied by the determination of the principal, the problem may be brought to the attention of the Superintendent. If the parent still feels that the determination is unsatisfactory, the problem may be brought to the attention of the School Board by letter or by personal appearance.~~

Guidelines for Consideration of Matters Brought Forward Under This Policy

A. First Level

Generally, if the matter raised involves a staff member, the individual(s) should discuss the matter with the staff member, if appropriate. The staff member shall take appropriate action within the staff member's authority and District administrative guidelines to deal with the matter. Matters related to other aspects of the District operations, programming, or other decisions shall be brought generally to the ~~Administrator~~ Administrator closest to the issue (e.g. if the matter relates to a decision, procedure, or the like in one of the schools, the matter should be raised first with the ~~building~~ building Principal or a designated person in the school).

Discussion with the staff member may not be appropriate in some situations including, for example, where the matter involves suspected child abuse, substance abuse, or any other serious allegation that may require investigation or inquiry by school officials prior to approaching the staff member.

B. Second Level

If the matter has not been satisfactorily addressed at the First Level or it would be inappropriate to discuss the matter with the staff member, the individual(s) may discuss the matter with the staff member's supervisor, if applicable. Discussions with the supervisor shall occur promptly following any discussion with the staff member. If the matter involves an allegation of harassment, discrimination, bully, or other conduct implicating other policies and investigative procedures, the supervisor shall proceed to follow the applicable procedures which may include informing the District Compliance Officer for further review.

Matters not resolved at the Second Level may be brought to the Third Level.

C. Third Level

If the matter has not been satisfactorily addressed at the Second level, and the matter does not involve the Superintendent, the individual(s) may submit a written request for a conference to the Superintendent. This request should include:

1. the specific nature of the request, suggestion, or complaint and a brief statement of the facts giving rise to it;
2. the respect in which it is alleged that the individual(s) (or child of a complainant) has been affected adversely, if at all, or an explanation of other adverse results or impact of the matter;
3. the action which the individual(s) wishes taken and the reasons why it is felt that such action be taken.

The request must be submitted promptly after discussion with the staff member's supervisor. The Superintendent shall respond in writing to the individual(s).

D. Fourth Level

If the matter has not been satisfactorily addressed at the Third Level, or at the First Level in the case of a matter involving the Superintendent, the individual(s) may submit a written request to the Board to address the matter. Any such request must be submitted promptly after within five (5) business days of the latest attempt to resolve the matter. The written submission shall include all correspondences pertaining to the matter between the individual and any School District officials or employees.

The Board, after reviewing all material relating to the matter, will provide a written response or may, at its

discretion, grant an opportunity to address the Board or a committee of the Board Prior to making a final decision on the matter. 84

The Board's decision, or the decision of the committee of the Board to which the matter was referred, will be final on the matter. The Board may choose to consolidate complaints or other communications for consideration if more than one individual raises similar concerns before it but reserves the right to refuse to consider any subsequent complaint on the same matter unless previously unknown material facts are raised.

If the individual(s) contact(s) an individual Board member to discuss the matter, the Board member shall refer the individual(s) to this policy for the Superintendent for further assistance.

Guidelines for Matters Regarding a Staff Member

A. First Level

Generally, if the matter concerns a staff member the individual(s) should discuss the matter with the staff member. The staff member shall take appropriate action within his/her authority and District administrative guidelines to deal with the matter.

Discussion with the staff member may not be appropriate in some situations including, for example, where the matter involves suspected child abuse, substance abuse, or any other serious allegation that may require investigation or inquiry by school officials prior to approaching the staff member.

As appropriate, the staff member shall report the matter and whatever action may have been taken to the immediate supervisor.

B. Second Level

If the matter has not been satisfactorily addressed at the First Level or it would be inappropriate to discuss the matter with the staff member, the individual(s) may discuss the matter with the staff member's supervisor, if applicable. Discussions with the supervisor shall occur promptly following any discussion with the staff member.

C. Third Level

If the matter has not been satisfactorily addressed at the Second level, and the matter does not involve the Superintendent, the individual(s) may submit a written request for a conference to the Superintendent. This request should include:

1. the specific nature of the request, suggestion, or complaint and a brief statement of the facts giving rise to it;
2. the respect in which it is alleged that the individual(s) (or child of a complainant) has been affected adversely;
3. the action which the individual(s) wishes taken and the reasons why it is felt that such action be taken.

The request must be submitted promptly after discussion with the staff member's supervisor.

D. Fourth Level

If the matter has not been satisfactorily addressed at the Third Level, or at the First Level in the case of a matter involving the Superintendent, the individual(s) may submit a written request to the Board to address the matter. Any such request must be submitted within three (3) days of receiving the Superintendent's response. The written submission shall include all correspondences pertaining to the matter between the individual and any School District officials or employees.

The Board, after reviewing all material relating to the matter may, at its discretion, provide the individual(s) with a written response or grant an opportunity to address the Board at a properly noticed meeting, which may be held in closed session at the discretion of the Board when consistent with Wisconsin's Open Meetings law.

The individual(s) shall be advised, in writing, of the Board's decision or action taken, if any, prior to the next regular meeting. The Board's decision will be final on the matter. The Board may choose to consolidate complaints or other communications for consideration if more than one individual raises similar concerns before it but reserves the right

to refuse to consider any subsequent complaint on the same matter unless previously unknown material facts are raised.

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If the individual(s) contacts an individual Board member to discuss the matter, the Board member shall inform the individual that s/he has no authority to act in his/her individual capacity and may refer the individual(s) to this guideline or the Superintendent for further assistance.

Guidelines for Matters Regarding Classroom Instructional Materials and Library Materials

The Superintendent shall inform students and parents each year regarding their right to inspect instructional materials used as part of the educational curriculum and the procedure for completing such an inspection. See ~~Policy 2414~~, AG 9130A, and Form 9130 F3.

Parents of children attending school in the District and District residents may request formal reconsideration of the inclusion of specific instructional materials.

Concerns about specific textbooks or other classroom materials should be raised first with the classroom teacher and then the Principal if necessary, in an effort to resolve the matter informally. (X) Concerns about specific library materials should be raised first with the library media specialist, then with the Principal, if necessary, in an effort to resolve the matter informally. If a satisfactory resolution is not reached, requests for consideration of removal of any instructional materials, (X) including library materials, shall be submitted in writing to the (X) Assistant Superintendent of Learning.

If the request, suggestion, or complaint relates to classroom materials Form 9130 F3 should be completed and the following procedure shall be followed:

A. The criticism is to be addressed to the Assistant Superintendent of Learning, in writing, and shall include:

1. author;
2. title;
3. publisher;
4. the complainant's familiarity with the material objected to;
5. ~~sections objected to by page and item;~~
6. ~~reasons for the objection;~~ specific concerns upon which the request to reconsider is based. This should include a specific description of the offending material (e.g. contains content that is harmful to minors or prohibited under State law, violates the District's policy on nondiscrimination, is not age-appropriate or developmentally appropriate for the grade level for which the material is used, or some other specified reason). This should include specific references to the text of the material by page number and excerpted text if known.

B. Upon receipt of the information, the Assistant Superintendent may, after advising the Superintendent of the complaint and upon the Superintendent's approval, review the complaint with department leaders and offer resolution or appoint a review committee, which shall comply with the open meetings law consisting of:

1. one (1) or more professional staff members;
2. one (1) or more laypersons knowledgeable in the area.

C. If the request, suggestion, or complaint relates to the human growth and development curriculum or instructional materials, it shall be referred to the advisory committee responsible for developing the human growth and development curriculum and advising the Board on the design, review, and implementation of the curriculum. (See Policy 2414 - Human Growth and Development).

~~D. The Assistant Superintendent shall be an ex officio member of the committee.~~

E. ~~The c~~Committee, in evaluating the questioned material, shall be guided by the following criteria:

1. the appropriateness of the material for the age and maturity level of the students with whom it is being used;

2. the accuracy of the material;
 3. the objectivity of the material;
 4. the use being made of the material.
- F. ~~The material in question may be temporarily withdrawn from use pending the final resolution of the matter. The material being reviewed based on a request under this policy shall remain available during the review process unless the District Administrator determines that the subject material poses a threat of harm to students considering the grade level involved and provided the determination is not made solely because the material presents ideas that may be unpopular or offensive to some. Any temporarily removed materials will be promptly returned if the final determination is to retain the material. Any action to remove material following a request reviewed under this policy will be explained in the review process records.~~
- G. The ~~C~~committee's recommendation shall be reported to the Superintendent in writing within ten (10) business days following the first meeting of the ~~C~~committee. The ~~Assistant~~ Superintendent will advise the individual(s), in writing, of the Committee's recommendation and the Superintendent's decision. The Superintendent shall also advise the Board of the Committee's recommendation and the Superintendent's decision. ~~will provide regular updates to the Superintendent, who will determine appropriate Board communication.~~
- H. ~~The individual(s) may submit an appeal of the Superintendent's decision in writing to the Assistant Superintendent within ten (10) business days of receiving the decision. The written appeal and all written material relating to it shall be referred to the Board for consideration.~~
- I. ~~()~~ The individual(s) may submit an appeal of the District Administrator's decision in writing to the Board President within ~~— ()~~ business days of receiving the decision. The written appeal and all written material relating to it shall be referred to the Board for consideration.
- J. ~~()~~ The Board shall review the matter and advise the individual(s), in writing, of its decision as soon as practicable. The Board shall determine on a case by case basis whether its review will include appearances by the petitioner and administration, be conducted based on written submissions, or only on the record produced by the ~~()~~ Committee ~~()~~ District Administrator.
- K. **(X)** The individual(s) may submit an appeal of the ~~District Administrator~~ Superintendent's decision in writing to the Board President within ~~— five (5)~~ business days of receiving the decision. The written appeal and all written material relating to it shall be referred to the Board for consideration.
- L. **(X)** The Board shall review the matter and advise the individual(s), in writing, of its decision as soon as practicable. The Board shall determine on a case-by-case basis whether its review will include appearances by the petitioner and administration, be conducted based on written submissions, or only on the record produced by the **(X)** Committee and/or **(X)** District Administrator. Superintendent.
- M. The decision of the Board is final.

Decisions on reconsidered materials will stand for five (5) years before new requests for reconsideration of those items will be entertained.

No challenged material may be permanently removed from the curriculum or from a collection of resource materials except by action of the Board, and no challenged material may be removed solely because it presents ideas that may be unpopular or offensive to some. Any Board action to remove material will be accompanied by the Board's statement of its reasons for the removal.

Revised 10/21/20

Revised 5/19/21

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Legal 118.01, 118.019, Wis. Stats.
20 U.S.C. 1232h

Cross References [po2416 - STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION](#)
[ag2416 - PROCEDURES FOR INSPECTION OF SURVEYS, ADMINISTERED OR DISTRIBUTED TO STUDENTS](#)

[ag9130 - COMPLAINT REVIEW COMMITTEE PROCEDURES](#)

[ag9130A - PROCEDURES FOR INSPECTION OF INSTRUCTIONAL MATERIALS](#)

Last Modified by Ellen Suckow on February 26, 2024



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221

Dr. Jack E. Stoskopf, Jr.
Interim Assistant Superintendent Operations

MISSION STATEMENT

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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.

TO: Dr. Casey Nye, Superintendent
FROM: Jack E. Stoskopf, Jr., Assistant Superintendent
RE: Capital Projects Update – District Security Cameras
DATE: June 19, 2024

Recently, the safety committee met with the IT department after an analysis of our district camera system was completed (age, effectiveness, quality, etc.). Our cameras were phased in over time, so the need to begin replacing them (in a phased manner) is a current need.

We have been working carefully to track the costs for recently board approved capital project plans that would allow the district to tap into the current fund balance for up to \$3M after exhausting Fund 46 dollars, Department 833 dollars, as well as a known technology rebate that will be received this year. A closer look, as this fiscal year ends, indicates the District will be in a position to add money for capital projects into Fund 46 at year end. Additionally, some projects have been negotiated to come in at less than originally estimated amounts.

As a result, we are in a financial position to begin our 4-year camera replacement project beginning in 2024-2025 using Fund 46 capital dollars. The entire project over time will be just over \$400,000. The following three years will be funded with Fund 46 year-end deposits and/or a portion of the \$3M approved from fund balance for capital projects. At this time, it is highly unlikely those funds will need to be tapped to cover this project.

In summary, we are altering the total capital projects plan to include the phasing in of District security cameras over a 4-year period. This District is not asking the board for additional funds above and beyond the original approved capital projects request.

Seeing as this project is of a significant amount, we wanted keep the board informed.

Thank you.



D.C. Everest Area School District

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TO: Dr. Casey Nye, Superintendent
FROM: Dr. Jack E. Stoskopf, Jr., Interim Assistant Superintendent of Operations
DATE: June 19, 2024
RE: Insurance Renewal - Information Only

Below is a premium summary of our non-medical related insurance coverages for the 2024-2025 school year. It reflects a \$72,390 overall increase (12.4%). As you can see, some rates increased, some decreased, and some stayed the same. Personal as well as commercial property insurances continue to increase as well as the deductible – especially related to roof replacements for wind and hail. Additionally, the school forest property can no longer be included with our other facilities due to its remote location, so specialty insurance needs to be provided for that property.

Liability coverage increased somewhat, as well as the deductible amounts. Work comp dropped due to our reduced mod which is positive.

Due to an increase of cyber-attacks, a review and discussion took place regarding our Cyber Security Liability coverage. With all the cyber-attacks, this review threw up a red flag for one portion of our cyber coverage areas. It fell under the category of cyber extortion. Our coverage is only at \$25,000 and needs to be significantly increased.

We are working on a final coverage and premium amount for adequate cyber coverage and the estimate will be in the range of an \$8,000 premium. We are also completing a review of the new coverages of all the facilities at the school forest and believe a reduced premium there will be adequate to cover the increase cost in cyber extortion coverage.

The increase for all insurances combined is 12.4%. Administration has approved the insurance renewal with EMC as coverages begin July 1, 2024, (*apart from finalized numbers for cyber coverage and the school forest*). The numbers below will be included in the 2024-2025 budget. A copy of the entire proposal including coverage limits and the various deductible amounts are attached.

Premium Summary

COVERAGE	2023-2024 EXPIRING PREMIUMS	2024-2025 RENEWAL PREMIUMS
Commercial Property	\$196,936	\$278,948
Commercial Property – 3320 Pyke Road	Included Above	\$13,158
Inland Marine	*\$778	\$2,187
Equipment Breakdown	\$13,200	\$17,062
General Liability	\$21,386	\$22,754
Educator’s Legal Liability	\$20,429	\$25,179
Commercial Crime	\$5,280	\$5,829
Commercial Automobile	\$21,403	\$24,225
Workers’ Compensation	\$284,518	\$242,128
Umbrella	\$16,258	\$20,178
Cyber Liability	\$2,781	\$3,686
Storage Tank Liability	\$675	\$700
Total Annual Premium:	\$583,644	\$656,034

*Outstanding Endorsements on expiring policy term, not reflective of added equipment.

Exposure Changes:

COVERAGE IMPACTED	CHANGE IN EXPOSURE
1. Commercial Property	3320 Pyke Road Location removed and on a separate property policy. Total insured values increased 22.6% (includes \$36M in added value for Fieldhouse).
2. General Liability	Student count decreased 7% from 5,934 to 5,519.
3. Workers’ Compensation	Payroll increased 4% from \$46,138,461 to \$48,039,260.

Notes:

Notable deductible changes by line of coverage:

- Property: Added Wind/Hail damage specific deductibles
- Educator’s Legal Liability: “Each Claim” deductible increased from \$2,000 to \$5,000

Workers’ Compensation quoted with payrolls provided. New Wisconsin mandated rates applied effective 10/01/23. Experience Modification decreased from 0.87 to 0.78.

Additional limits of liability are available for the umbrella.

EMC proposal contemplates all lines are purchased, and reserves the right to amend or change if one or more lines are not selected. Workers’ Compensation is not available as a monoline policy.

Environmental Impairment Liability indications available upon request.

Full Cyber Liability quotes can be obtained with favorable controls and a completed application.





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Dr. Jack E. Stoskopf, Jr.
Assistant Superintendent of Operations

MISSION STATEMENT

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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.

TO: Dr. Casey Nye, Superintendent
FROM: Jack E. Stoskopf, Jr., Assistant Superintendent
RE: Student Transportation Contract Renewal
DATE: June 19, 2024

History:

The district has experienced 8 successful and collaborative years working with Lamer's Bus Services. The initial contract was a 5-year contract. At the end of year 4, a new 5-year contract was agreed to – making year 5 of the first contract - year 1 of a new 5-year contract. The District just finished the 4th year of that second 5-year contract and has worked to renew again with Lamer's – turning the upcoming 5th year into the first year of a new 5-year contract.

Challenges:

The challenge is the ability for all bus contractors to secure drivers. The number one issue is driver compensation. The second major issue is new bus costs and repair and maintenance expenses. The transportation sector CPI was 11.1% January 1, 2024.

Changes to the contract:

- 1.) Increase daily route cost by 5% in year one and 4.5% in years 2 and 3. Guarantee of 4.5% increase in year 4 and 5 but up to 80% of the transportation CPI if that amount is greater than 4.5% on January 1 in each of those school years.
- 2.) One time increase in the driver daily rate to be in line with today's rates.
- 3.) Slight increase in mid-day route rates.
- 4.) Agree to change the timing of our payments by moving our first annual payment of \$275,000 to August 1st of each year to provide cash flow as they begin transporting students in August but don't get their first payment until the end of September (to make payroll, purchase fuel, and maintain buses).
- 5.) Agreed to up the average age of the buses to 11 years with no buses being older than 15 years. The fleet will be replaced on an incremental bases over time.

All new fee amounts are outlined in Appendix A. The agreed percentage increases are approximately half of the initial renewal proposal. The negotiations were a give and take. The overall increase to the budget is 4.5% for the first year since our budget for fuel was decreased by \$30,000 due to a volume discounted purchase that Lamer's secured.

Recommendation:

Approve attached 5-year student transportation contract with Lamer's Bus Lines beginning August 1, 2024 to July 31, 2029.

STUDENT TRANSPORTATION CONTRACT

This Student Transportation Contract (“**Contract**”), made this June 19, 2024, by and between the SCHOOL BOARD OF THE D.C. EVEREST SCHOOL DISTRICT with principal offices at 6100 Alderson Street, Weston, WI (hereafter referred to as the “**District**”), and LAMERS BUS LINES, INC. (hereinafter referred to as the “**Contractor**”) with its corporate office at 2407 South Point Road, Green Bay, WI 54313.

WITNESSETH

WHEREAS, the parties hereto desire to contract for the student transportation services set forth herein; and

WHEREAS, the parties hereto recognize that Contractor has made a substantial investment in order to provide said student transportation services; and

WHEREAS, the Contractor and the District are proposing a new five (5) year contract; and

NOW, THEREFORE, in consideration of the foregoing recitals and mutual terms, conditions, and covenants herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

I. GENERAL AGREEMENT

A. Retention.

The District hereby retains Contractor to provide student transportation services for students attending public and private schools within the District and private schools and special education classrooms located outside of the District as required by law. Such student transportation services shall be in compliance with days of operation and any other requirement as designated by the District and with buses of sufficient capacity to legally accommodate the number of passengers.

B. Performance.

Contractor agrees and affirms that it, or its duly qualified agent, will provide student transportation services in accordance with the terms of this Contract and the laws of the State of Wisconsin and that it will utilize transportation vehicles which meet the specifications, rules, and regulations of the Division of Motor Vehicles, the Wisconsin State Superintendent of Schools, and the District.

C. Reservations.

The District retains and reserves the option to transport students in District owned or leased vehicles to and from school related activities and functions including transportation for curricular, co-curricular, field trips, and any other needed transportation requested by the District. The District shall have full discretion in deciding whether students shall be transported in its vehicles or in Contractor vehicles. The District retains and reserves the option to issue “Parent Contracts” or private contracts to meet extenuating circumstances. The District, school, and departments have the option to contract coach type buses from other companies.

A. Contractor Responsibilities

1. Contractor shall provide and furnish all buildings, sites, materials, labor, and equipment necessary to transport all eligible public and private school students to and from their homes and their respective schools for the term of the Contract. Contractor shall make buses available at all reasonable times to the District for the purpose of transporting the District's students and staff to other points and destinations for curricular, co-curricular, field trips, and any other needed transportation as requested by the District.
2. Contractor shall assume all costs of the transportation operation, including but not limited to costs for buildings, sites, vehicles, communication and technology equipment, maintenance, supplies, accessories, all required insurance coverages, and salaries and benefits for drivers, monitors, and all other employees necessary to carry out the services required herein.
3. Contractor shall, at its expense, procure and maintain in effect any and all licenses, permits, and certifications which are or may be required by the regulatory bodies for the performance of student transportation services.
4. Contractor will be responsible for coordinating routes and schedules for the private schools when their calendars do not coincide with the public school schedules.
5. Before the beginning of each school year and summer school, Contractor will notify families of their student's assigned route and pickup/drop-off times.
6. By October 1st of each school year, Contractor will provide the District with a ride time report of all routes. This report will help ensure that all students arrive to school and home in a timely fashion.
7. Contractor will be responsible for supervision of its drivers and monitors to ensure that routes are being run correctly, efficiently, timely, and with appropriate supervision of students.
8. By October 1st of each school year, Contractor shall be responsible for conducting emergency evacuation drills and/or training on each route. A date, time, and location verifying completed emergency drills for all AM and PM routes shall be provided to the District by no later than October 7th of each year.
9. Contractor shall provide to the District all necessary information for the preparation of reports required by state agencies or the District. This includes a bi-annual verification of actual riders that must be completed in digital format.
10. Contractor must provide on-going in-service meetings/training programs for drivers and monitors in the area of safety, discipline, customer service, and drills. Drivers and monitors must participate in these trainings. A minimum of six (6) meetings must be scheduled each year (excluding summer meetings).
11. Contractor will follow the "D.C. Everest/Contractor Bus Accident Protocols" identified in Exhibit B when vehicles are involved in an accident or if a student is injured while Contractor is providing school bus transportation services.
12. Contractor is in compliance with and shall comply with all applicable laws, regulations, and ordinances and its obligations under this Contract including but not limited to laws regarding student confidentiality.
13. Contractor shall comply with all of the requirements set forth in Sections 121.51 through 121.58 of the Wisconsin Statutes, to the extent applicable, and the rules and regulations adopted by the Department of Transportation.

B. Terminal Requirements

1. Contractor shall establish a terminal and base of operation within the boundaries of the D.C. Everest School District.
2. The terminal shall be staffed, and employees shall have accessible phone service during all times of the day when regular transportation routes are in operation.
3. The terminal shall include, at a minimum, the following features:
 - A fully equipped, OSHA compliant maintenance shop with service bays and a bus washing bay to adequately service the fleet.
 - Appropriate office space for terminal and management personnel and all appropriate office furniture, equipment, and technology.
 - Base station for the radio dispatch for all buses.
 - Driver area where all drivers can check in and out and receive training.
 - Appropriate meeting and training space.
 - Telephone service with a minimum of four (4) incoming lines.
 - Parking space and electrical hook-ups for all vehicles.
 - Fuel tanks which meets the appropriate needs of the bus fleet.
 - Computer terminals for drivers to enter student disciplinary reports (see C (6)).

C. Computer Routing and Scheduling Requirements

1. Contractor will implement and maintain their own scheduling program that is capable of receiving data from the District's system.
2. The District will provide necessary student data and boundary information to Contractor for use in routing and scheduling.
3. Contractor will furnish all software, hardware, and training necessary to proficiently operate the system.
The system must be in place and fully operational prior to the start of the 2016-17 school year.
4. Contractor will be responsible for all routing and scheduling involved in the student transportation system. Contractor will be charged with the responsibility of maximizing efficiency when setting up bus routes.
There must be a continuing effort to combine routes whenever possible.
5. Curricular, co-curricular, and field trip scheduling will be completed via a computerized program as determined by the District.
6. A computerized disciplinary system will be utilized as determined by the District.

D. Management and Terminal Personnel

1. Contractor shall employ appropriate management and office personnel to adequately carry out the responsibilities and requirements of the student transportation services.
2. Contractor will be a member of appropriate professional transportation organizations and participate in training offered by such organizations.
3. Contractor will provide on-going training for management and office personnel in areas such as management and customer service training.
4. Contractor will employ one ASE certified mechanic and other trained mechanics as needed to adequately service the vehicles and provide a preventative maintenance program. On-going training will be provided to the mechanics to keep current with industry standards and trends.

E. Drivers and Monitors

1. All drivers must be licensed pursuant to the Wisconsin State Statutes.

2. Contractor is an independent company and its employees, while engaged in performance of their duties, are not and shall not become employees or agents of the District. Contractor shall be responsible for the supervision of all drivers.
3. The District has the right to require Contractor to reassign or replace any driver and/or monitor whose conduct and/or performance the District believes is inappropriate. Any request by the District to remove one of Contractor's employees from service under the Contract must be in writing and state the reasons for the request.
4. Contractor shall employ the necessary number of drivers and monitors to fulfill the student transportation services required in the Contract.
5. All buses shall be operated at all times by trained, competent, safe, and courteous drivers who meet the requirements for school bus drivers as set forth by the Wisconsin Division of Motor Vehicles. In addition, all drivers will be required to follow all of the District's transportation policies and regulations.
6. Contractor will be required to establish and implement a screening, hiring, and training program. Records shall be secured and kept on file accessible to the District. Records include, at a minimum, the following:
 7. Contractor must conduct a check on the applicant's driving record.
 8. Contractor must conduct a criminal background check on the applicant.
 9. Contractor must conduct a check of the applicant's references.
 10. Contractor must conduct initial and periodic drug testing as required by law.
 11. Contractor shall maintain a comprehensive program of drug and alcohol awareness and may conduct random drug and alcohol tests of drivers and driver helpers.
 12. Contractor shall comply in all respects with the requirements of Section 121.52(3) of the Wisconsin Statutes as to bus drivers; provided, however, that physical examinations shall be taken at two (2)-year intervals. Contractor shall be responsible for completion of all physical examinations of its bus drivers at no expense to the District.
13. All drivers and monitors must be certified and will maintain certification in First Aid and Adult and Child CPR by January 1, 2017, or ninety (90) days from the date of employment. Certification must be based on a program established by the American Red Cross or the American Heart Association. D.C. Everest currently provides this training for \$5 per individual.
14. Contractor will assign a trained monitor to all special needs routes unless determined otherwise by the District.
15. The District reserves the right to place an employee or volunteer on a bus as may be necessary.
16. Whenever school district employees operate vehicles owned by Contractor, they are considered employees of Contractor.

F. Vehicle Requirements

1. Contractor shall provide the appropriate number(s) and size of vehicles needed for providing the student transportation services as requested for the term of the Contract. All vehicles must meet the specifications as prescribed by the federal government, the Wisconsin Department of Transportation, Wisconsin Department of Public Instruction, and the District.
2. Contractor must provide a sufficient number of spare vehicles to provide service for all curricular, co-curricular, and field trips. All spare buses must be maintained in the same manner as the regular route buses and are subject to the above requirements. At least one (1) of the spare buses must be a wheelchair bus. When field trips are taken

- that extend beyond the normal daily dismissal time, buses other than daily route buses must be scheduled.
3. Contractor shall provide four (4) buses with under-carriage storage.
 4. Wheelchairs must be secured with a four (4)-point tie down system, and the mounts must be configured to allow all wheelchair students to be seated in a forward-facing position. Wheelchair passengers must be separately fastened to the vehicle through a lap and shoulder belt system. The wheelchair buses must also have some conventional seating for some ambulatory riders.
 5. Contractor shall provide infant/booster seats as needed.
 6. All vehicles used for special needs routes must be equipped with seat belts.
 7. No buses used in the operation of this service shall be more than fifteen (15) years old at the beginning of each school year, with the average age of the entire fleet being not more than eleven (11) years old.
 8. Contractor will be required annually to provide the District with an inventory of its fleet of vehicles, specifying the chassis, body, mileage, age, size, and serial number. This shall be provided by September 1st of each year and must be updated as vehicles are replaced or added.
 9. All buses used to provide student transportation services must be equipped with operable two (2)-way radios. An adequate number of cell phones or spare radios must be available so that no bus is ever without communication while transporting students. A base station is required at the terminal and must be connected to an owned or leased tower.
 10. Contractor shall furnish, install, and utilize GPS fleet management tracking system in all buses.
 11. Contractor shall furnish live cameras in all buses.
 12. Large buses will need three (3) cameras. One in the front focusing on students, the second in the back focusing on students, and the third focusing on the driver/stairwell area.
 13. Small buses will need two (2) cameras. One in the front focusing on students and the second focusing on the driver/stairwell area.
 14. Contractor shall furnish Wi-Fi cost per bus as an option for the District.
 15. All buses used in the operation must be equipped with electrical engine heaters. The electrical engine heaters are required to be used in cold weather.
 16. All buses are to be maintained in excellent mechanical condition so as to meet any and all requirements of the Wisconsin Department of Transportation at all times. They shall be kept neat and clean inside and outside at all times. All buses must be inspected and approved for use by the Wisconsin Department of Transportation annually, and each bus shall carry an inspection certificate. The District will be provided with copies of all inspection reports.

G. Insurance

1. Contractor shall purchase and maintain for the benefit and protection of the District and its citizens general liability, automobile liability, and umbrella liability insurance policies naming the District as an additional insured, including bodily injury, property damage, and medical payments. The Contractor's insurance shall be primary and be the first policies to respond on the District's behalf without regard to any other insurance.
2. Contractor shall file with the District, the Department of Transportation, and other appropriate governmental agencies a certificate of insurance showing that Contractor

- has obtained insurance that satisfies all of the requirements of Section 121.53 of the Wisconsin Statutes, other applicable laws, and this Contract.
3. Within thirty (30) days prior to the Contract's in-force date, Contractor shall provide the District's finance manager with complete copies of Contractor's in-force general, automobile, workers' compensation, and excess/umbrella (if applicable) liability insurance policies (hereinafter referred to as "Liability Policies").
 4. Contractor's insurance shall comply with and Contractor agrees to purchase and pay the premiums for the compulsory insurance on school buses as required by Section 121.53 of the Wisconsin Statutes.
 5. Contractor shall provide the following minimum coverage:
 - General Liability:
 - General Aggregate - \$5,000,000 - Evidence needs to be provided that general liability policy covers Contractor for abuse and molestation.
 - Each Occurrence - \$3,000,000
 - Damage to Rented Premises - \$100,000
 - Personal and Advertising Injury - \$1,000,000
 - Products and Completed Operations Aggregate - \$1,000,000
 - Automobile Liability
 - Combined single limit (Each Accident) - \$3,000,000
 - Umbrella Liability
 - Each Occurrence - \$5,000,000
 - Aggregate - \$5,000,000
 - Workers' Compensation
 - Part A - Statutory coverage for Wisconsin
 - Part B - Employer's liability limits of no less than \$100,000 for bodily injury by accident, each accident; \$500,000 by disease, policy limit; and \$100,000 by disease, each employee
 - Part C - Other States Insurance - All states except ND, OH, WA, and WY
 - Waiver of subrogation endorsement is required on the workers' compensation policy.
 6. All insurance coverage shall be obtained from an insurance carrier authorized to do business in the state of Wisconsin. Contractor's insurance carrier shall have an A.M. Best rating of no less than A-. If Contractor's insurance carrier's A.M. Best rating falls below these minimum requirements, Contractor shall immediately notify the District, and the District, in its sole discretion, shall determine whether Contractor must replace its carrier with one that meets the minimum rating standards.
 7. Other than policy amendments acknowledging changes in Contractor's automobile and bus fleet, Contractor shall notify the District of any changes to Contractor's Liability Policies. Such notice shall:
 - Be in writing and documented by a copy(s) of a change endorsement(s) added to, or deleted from, Contractor's in-force Liability Policies; and
 - Be provided no more than sixty (60) days after the change(s) become effective.

In the event such change(s), which in the District's sole discretion is considered adverse to the District, or serves to make Contractor's insurance coverage terms, conditions, and characteristics fall below those required by this Contract, Contractor shall have the changes immediately deleted from the Liability Policies as of the date the change was first made. Contractor shall provide the District a copy of the liability endorsement(s) proving Contractor's Liability Policies have reverted to the pre-change state.

III. COMPENSATION

1. The District shall compensate Contractor for services provided at the rates shown in Exhibit A. All transportation invoices are to be received by the 10th of each month for services performed during the prior month. The District will make payment within ten (10) working days of receiving the invoice. District agrees to provide an advance of \$275,000 by August 1st of each year of the contract to support payroll and operating costs until the first invoice of the school year is issued. The advance will be applied to the total contract billings at year end and is not considered an addition to the monetary value of this contract.
2. Gasoline and Diesel - The District and Contractor will share in the cost of fuel (gasoline and diesel) used, with Contractor being responsible for the first \$2.50 per gallon cost of fuel (net of any federal excise tax exemption). The District will be responsible for the cost per gallon above \$2.50. When fuel costs are below \$2.50 per gallon, Contractor will credit the variance back to the District reflected on a separate line of each monthly invoice.
Propane - The District and Contractor will share in the cost of propane used, with Contractor being responsible for the first \$1.25 per gallon cost of propane (net of any federal excise tax exemption). The District will be responsible for the cost per gallon above \$1.25. When propane costs are below \$1.25 per gallon, Contractor will credit the variance back to the District reflected on a separate line of each monthly invoice.
3. All compensation rates are based upon a one hundred seventy-six (176) day school year for the District's public schools. If the District cancels school due to bad weather or emergency, or shortens the school year, or any other reason, an amount equal to $((1/176)*.50)$ shall be deducted from the annual Contract amount for each day of cancellation. If a school year exceeds one hundred seventy-six (176) days, an amount equal to $((1/176)*.50)$ shall be added to the annual Contract amount.
4. Buses that only run an AM or PM route will only be charged at fifty percent (50%) of the daily contracted rate.
5. Home/School contracted amounts include the delivery of 4-K students to school.
6. The District will pay midday rate to deliver the 4-K students back home, and this shall be reflected on a separate line on each monthly invoice.
7. On the days when private schools are in regular session and the public school system is closed, Contractor shall provide transportation to and from the private school and charge the District basic time and mileage. These costs shall be reflected on a separate line on the monthly invoice.
8. In the event of scheduled early dismissal of private schools, Contractor shall provide transportation from the private school to a student's bus stop and charge the District basic time and mileage. These costs shall be reflected on a separate line on the monthly invoice.
9. Monitor costs or any other charges shall be reflected on a separate line on the monthly invoice.
10. Curricular, co-curricular, or field trip costs shall be billed directly to the building or department that requested the respective bus. The invoice shall be accompanied by a trip ticket indicating miles traveled and driver's time, and the District shall be charged basic time and mileage.

IV. ASSIGNMENT

Contractor shall not assign or sublet this Contract, in whole or in part, without the prior written consent of the District. In the event the ownership of Contractor is acquired, transferred, or altered, the District shall have the right at any time thereafter to terminate the Contract.

V. HOLD HARMLESS & INDEMNIFICATION LANGUAGE

Contractor shall indemnify and hold harmless the District, and its officers, agents, and employees from any and all claim, suit, loss, liability, damage, penalty, expense, or fee, including, without limitation, reasonable attorneys’ fees and court or arbitration costs on account of injuries to or death of any and all persons whosoever, including Contractor, its subcontractors, agents, employees, and any and all damage to property to whomsoever belonging, including property owned by, rented to, or in the care, custody, or control of the parties hereto and including the loss of use resulting from, arising or growing out of, or in any manner connected with or occasioned, in whole or in part, by reason of Contractor, its subcontractors, their employees or agent’s negligence, willful misconduct, or breach of this Contract.

VI. TRANSPORTATION REQUIREMENTS

1. All students are to be transported to and from all public and private schools on days school is legally in session and for other functions as designated by the school administrators. Students shall arrive at school no earlier than fifteen (15) minutes or later than five (5) minutes before class begins. No student shall be picked up earlier than seventy-five (75) minutes before the start of classes, and all students shall be delivered to their home within seventy-five (75) minutes after the close of classes. The District may grant exceptions to these times.
2. Maximum walking distances between home and a student’s bus stop shall be as follows;

<u>Grade</u>	<u>Distance</u>
4-K	Home Pick Up/Drop Off
K - 5	1/4 mile
6 - 9	1/2 mile
10 - 12	3/4 mile
3. To the maximum extent possible, all regular education and special education bus schedules are set up to utilize double routing of the buses.
4. Contractor shall be responsible for any bus overloads and shall take immediate steps to correct the overload conditions.
5. Home/School service shall include all transportation (regular education and special education students) to and from all public schools, private schools, and AM 4-K centers (including pre-school if applicable), AM bus routes run secondary school routes first, then elementary routes, and finally 4-K routes. In the PM, the foregoing sequences of routes shall occur except for the 4-K students who are delivered home midday. Middle school, junior high, and senior high students shall ride together, and private school students ride on the same buses as public school students.
6. Transportation shall be provided to and from all practice fields and gymnasiums, to and from all games and contests, and to and from all athletic and other extracurricular activities, as authorized by the District, as well as other authorized special trips, co-curricular, and extracurricular.

7. Whenever 4-K students are transported, the bus will pick them up or drop them off at a specified address. Every attempt will be made to have the bus stop as close to the house as possible.
8. A minivan and driver shall be provided to efficiently transport students who have partial days of instruction. This cost shall be determined by time and mileage and be an individual line item on the monthly invoice.
9. Summer school transportation and transportation to the homes of after-school activity participants shall be provided as needed upon request of the District and the cost shall be the rate set forth on Exhibit A.
10. Contractor shall permit inspection of trip sheets supporting driver statements of miles and times for each trip and shall further provide all necessary information requested by the District.
11. The Assistant Superintendent of Operations, or designee, shall act as liaison between the District and Contractor and shall work with Contractor in solving complaints, reviewing bus routes and stops, timetables, and size of buses. The District shall be entitled to require adjustments to routes, stops, length, and times of said routes. Proposed routes, schedules, and lists as well as final routes schedules, lists, and maps shall be made available to the District.
12. Upon termination of this Contract, copies of records pertaining to student transportation shall be furnished to the District.

VII. CONTRACT TERM AND OPTIONAL EXTENSION

This Contract shall be for five (5) years commencing August 1, 2024, and continuing through July 31, 2029. The District further agrees the Contract can be reviewed and extended at any time after three (3) years upon mutual written agreement between the District and Contractor.

VIII. FORCE MAJEURE

Any delay or failure of either party to perform its obligations under this Contract will be excused to the extent that the delay or failure was caused directly by an event beyond such party's control, without such party's fault or negligence and that by its nature could not have been foreseen by such party or, if it could have been foreseen, was unavoidable (which events may include natural disasters, embargoes, explosions, riots, wars, or acts of terrorism) (each, a "Force Majeure Event"). Contractor's financial inability to perform, changes in cost or availability of materials, components or services, market conditions, or supplier actions or contract disputes will not excuse performance by Contractor under this section. Contractor shall give the District prompt written notice of any event or circumstance that is reasonably likely to result in a Force Majeure Event, and the anticipated duration of such Force Majeure Event. Contractor shall use all diligent efforts to end the Force Majeure Event, ensure that the effects of any Force Majeure Event are minimized, and resume full performance under this Contract.

IX. MISCELLANEOUS

1. Offset. In the event Contractor fails to perform Contractor's duties and obligations pursuant to this Contract for any reason, the District shall have the right to offset for amounts due under this Contract any damages or losses incurred by the District as a result of such failure. The District's right of setoff is without prejudice and in addition to all other rights and remedies available to the District.

2. Entire Contract. This Contract, including and together with any related exhibits, schedules, attachments, and appendices, constitutes the sole and entire agreement of the parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, regarding such subject matter.
3. Notices. All notices, requests, consents, claims, demands, waivers, and other communications under this Contract (a "Notice") must be in writing and addressed to the other party at its address set forth above (or to such other address that the receiving party may designate from time to time in accordance with this section). Unless otherwise agreed herein, Notice must be delivered by personal delivery, nationally recognized overnight courier, or certified or registered mail (in each case, return receipt requested, postage prepaid).
4. Severability. If any term or provision of this Contract is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Contract or invalidate or render unenforceable such term or provision in any other jurisdiction.
5. Amendments. No amendment to or modification of this Contract is effective unless it is in writing and signed by each party.
6. Waiver. No waiver by any party of any of the provisions of this Contract shall be effective unless explicitly set forth in writing and signed by the party so waiving. Except as otherwise set forth in this Contract, no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Contract shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.
7. Successors and Assigns. This Contract is binding on and inures to the benefit of the parties to this Contract and their respective permitted successors and permitted assigns.
8. Choice of Law. This Contract, including all exhibits, schedules, attachments, and appendices attached to this Contract and thereto, and all matters arising out of or relating to this Contract, are governed by, and construed in accordance with, the laws of the State of Wisconsin.
9. Choice of Forum. Each party irrevocably and unconditionally agrees that it will not commence any action, litigation, or proceeding of any kind whatsoever against the other party in any way arising from or relating to this Contract in any forum other than the courts of the State of Wisconsin and any appellate court thereof. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts and agrees to bring any such action, litigation, or proceeding only in such courts.
10. Counterparts. This Contract may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. A signed copy of this Contract delivered by facsimile, email, or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Contract.

Signature Page to Follow

In WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their respective officers duly authorized all as of the day, month, and year first above written.

WITNESS

**SCHOOL BOARD OF
D. C. EVEREST AREA SCHOOL DISTRICT**

Board Treasurer

Board President

Board Clerk

Date: _____

CONTRACTOR

Lamers Bus Lines Inc

Contractor

By: *Allen Lamers*

Its: *President*

Contractor

By: _____
Its: _____

Exhibit A					
	New 24-25	25-26	26-27	27-28	28-29
Increase	5% AM/PM Routes Monitors 4.5%	4.50%	4.50%	Minimum 4.5% or not to exceed 80% of the CPI Transportation Services Sector on Jan 1, 2027	Minimum 4.5% or not to exceed 80% of the CPI Transportation Services Sector on Jan 1, 2028
Home/School - Reg Ed	\$294.61	\$307.87	\$321.72	\$336.20	\$351.33
Home/School - SPEC ED	\$308.07	\$321.93	\$336.42	\$351.56	\$367.38
Monitors / Hour	\$18.54	\$19.37	\$20.24	\$21.15	\$22.10
Activity/Field Trips. Basic Time and Mileage	Various Year One Adjustments	4.50%	4.50%	Minimum 4.5% or not to exceed 80% of the CPI Transportation Services Sector on Jan 1, 2027	Minimum 4.5% or not to exceed 80% of the CPI Transportation Services Sector on Jan 1, 2028
Per Mile Rate - Bus	\$1.85	\$1.93	\$2.02	\$2.11	\$2.20
Per Mile Rate - Mini Van	\$0.89	\$0.93	\$0.97	\$1.01	\$1.06
Driver Hourly Rate	\$21.75	\$22.73	\$23.75	\$24.82	\$25.94
Minimum Charge	\$60.00	\$62.70	\$65.52	\$68.47	\$71.55
Other Transportation					
Midday Routes	\$75.00	\$78.38	\$81.90	\$85.59	\$89.44
Summer (1/2 daily rate)	\$147.30	\$153.93	\$160.86	\$168.10	\$175.66

D.C. Everest/Contractor Bus Accident Protocols

Non-Emergency/Non-Collision Incidences

- i.e. Bus backs into ditch and is temporarily stuck
Bus bumps into mailbox or garbage can
Bus takes tight turn and damages lawn
- 1. An FYI call will be made to the District's Finance Manager in all cases
- 2. Contractor will handle these situations – will call police if needed
- 3. In cases of an extended delay with students on the bus with morning routes, dispatch will contact affected schools (by phone or e-mail) to inform them of a late arrival
- 4. In cases of an extended delay with students on the bus with afternoon routes, the Contractor will call families of students on the bus and inform them of a late drop off. This will occur if the drop off delay will be more than 15 minutes

Bus Accidents Involving Collisions

1. In all circumstances, the Contractor Manager will contact the District's Finance Manager or Assistant Superintendent of Business/Personnel Immediately
 - a. Dispatch will call police immediately to report accident
 - b. Dispatch will contact affected schools (by phone or e-mail) to inform them of the accident and of the late arrival
2. Finance Manager will inform Assistant Superintendent of Business/Personnel and he/she will inform the Superintendent
3. The Contractor will be responsible to contact the families of all riders
 - a. Personally, call each house and talk to parent
 - i. If answering machine picks up – a message will be left
 - ii. If no answering machine picks up – follow up calls will be made until an adult in the home is reached (may be later in day or evening)
4. Assessment of Student Injuries
 - a. In case of **serious injury**, driver radios dispatch and dispatch calls 911
 - i. If immediate radio contact cannot be made, the driver will call 911
 - b. In the case of non-emergency injuries, the Contractor Manager, and Finance Manager or Assistant Superintendent of Business/Personnel will work with police to determine if medical assistance is needed
 - c. Internal follow-up assessment at schools of student's post-accident
 - i. All students involved in the bus accident are seen by the school health aide and/or district nurse who are certified in first aid and trained in using the wellness checklist before returning to class. It is the understanding that parents will be notified if any of the observations are positive on the checklist for further follow up by their physician.
 - d. Follow-up assessment for end-of-day accidents will occur at home by the parent or guardian. Contractor communication of the accident will still take place.
5. Contractor will complete the Wisconsin DPI School Bus Accident Report s.121.53(6).



D.C. Everest Area School District

6100 Alderson Street
Weston, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

MISSION STATEMENT

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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.

To: Dr. Casey Nye, Superintendent &
D.C. Everest School Board

From: Karen Wegge and Laticia Baudhuin, Co-Chairs of Wellness Committee

Date: June 13, 2024

Subject: Triennial Wellness Assessment

Date Completed: May 2024

Section 1: District Policy Assessment

*Overall
Rating:
2.7*

Ratings are based on a four-point scale to measure success in meeting/complying with each policy statement.

- 0 = objective not met/no activities completed
- 1 = objective partially met/some activities completed
- 2 = objective mostly met/multiple activities completed
- 3 = objective met/all activities completed

Section 2: Progress Update

The D.C. Everest wellness policy is very concise and centered on the required components. The most recent update to the D.C. Everest Wellness Policy was 2023. Our overall average score increased from 2.5 to 2.7, as measured by each school assessing each component of the district wellness policy. The next triennial progress report will be conducted in May 2027.

The D.C. Everest School District Wellness Policy is posted on the School District webpage. It is the responsibility of the wellness policy co-chairs to ensure compliance with the established district-wide wellness policy. Each principal was asked to evaluate their building's compliance with each statement in the wellness policy. The following data is noted:

Highlights:

- Partnership between the Senior High kitchen and Evergreen Farms (Plant Science class) to offer a daily salad bar with student-grown lettuce.
- More than 25% of food service purchases are from WI.
- Elementary schools all have newly formed wellness committees.

Focus for improvement:

- The majority of elementary schools are not providing students at least 20 minutes to eat lunch after being seated.
- The district can make improvements to encourage foods offered on the school campus meet or exceed the USDA Smart Snacks in School nutrition standards including those provided at celebrations and parties and classroom snacks brought by staff or family members.

Section 3: Model Policy Comparison

A required component of the triennial assessment is to utilize the Rudd Center's Wellness School Assessment Tool (WellSAT) for comparison of the Local Wellness Policy to a Model Wellness Policy. The WellSAT includes 67 best practice policy items related to nutrition education; nutrition standards for foods; physical education and activity; wellness promotion and marketing; and implementation, evaluation, and communication. The comparison identified policy strengths and areas for improvement. Overall, DC Everest scored high in total comprehensiveness of the wellness policy, reflecting the extent to which recommended best practices are included in the policy.

Areas of policy strength:

- Adherence to regulations and requirements of the Child Nutrition standards set forth for Breakfast, Lunch, and After School Programming.
- Overall promotion of physical activity following DPI guidelines and recommendations by the Society for Health and Physical Educators (SHAPE) national organization and the Center for Disease Control (CDC).



D.C. Everest Area School District

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Gina Lehman, Director of Student Services

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.

TO: Dr. Casey Nye, Superintendent & D.C. Everest School Board
FROM: Mrs. Gina Lehman, Director of Student Services
DATE: June 4, 2024
RE: Homeless & Foster Care Summary Report

**D.C. Everest Students and Families in Transition
2023-2024 School Year**

Students Identified as Homeless: 170
Students Identified in Out of Home/Foster Care: 48
Total: **218 students identified as Homeless or in Out of Home Care**

School	# of Students Identified through McKinney-Vento (Homeless)	# of Students Identified in Out of Home/Foster Care
Senior High	30	16
Junior High	19	3
Middle School	18	6
Evergreen	10	7
EVA	0	0
Hatley/EC	4	4
Mountain Bay	26	3
Riverside	8	4
Rothschild	10	0
Weston	37	4
Idea	0	0
Odyssey	1	0
4K	7	1
Total	170	48

The D.C. Everest School District does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes") in any of its student programs and activities. The following staff are designated to receive inquiries regarding the non-discrimination policies: Sarah Trimmer, Director of Talent and Culture 1699 Schofield Ave., Suite 300, Schofield, WI 54476, (715) 359-4221, ext. 1225, strimmer@dce.k12.wi.us or Matt Spets, Assistant Superintendent, 1699 Schofield Ave., Suite 300 Schofield, WI 54476, (715) 359-4221, ext. 1243, mspets@dce.k12.wi.us.

Targeted Outcomes with Students and Families Experiencing Homelessness and Students in Out of Home/Foster Care:

1. **Educational stability.** Studies indicate that students can lose up to 4-6 months of education during homelessness or transition into foster care. School Social Workers and other school staff work together with families and community partners to keep kids at the same school and learning. While also supporting families to get connected with local resources to establish longer term housing.
2. **Equitable access to educational services.** As a school community, we work to remove barriers so that students can enroll in school quickly and have the supports (i.e. free school meals, transportation, fees waivers, some enrollment requirements waived, altered schedules) needed to be successful while at school.
3. **Referral and collaboration with community services.** School Social Workers collaborate with local resources to connect students and families with services to meet their continuum of needs such as: food, clothing, financial assistance, and mental health services.



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Gina Lehman
Director of Student Services

MISSION STATEMENT

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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.

TO: D.C. Everest School Board & Dr. Casey Nye, Superintendent
FROM: Gina Lehman, Director of Student Services
Julie Weller, Director of Special Education
RE: Seclusion and Physical Restraint Reporting Data
DATE: June 4, 2024

This memo serves as the reporting requirement of Wisconsin Act 125: Use of Seclusion and Physical Restraint in Schools. Wisconsin Act 125 requirement states that each year by October 1st a designee must submit to the school board a report:

- On the number of incidents of seclusion and physical restraint in the previous year,
- The total number of students involved in the incidents, and
- The total number of students with disabilities involved in the incidents.

The data for the 2023-2024 school year for D.C. Everest Area School District is listed below:

SCHOOL	NUMBER OF SECLUSIONS	NUMBER OF RESTRAINTS	TOTAL NUMBER OF STUDENTS INVOLVED	TOTAL NUMBER OF STUDENTS WITH DISABILITIES INVOLVED
Senior High	0	0	0	0
Junior High	0	0	0	0
Middle School	0	1	1	1
Evergreen	1	1	2	2
Hatley	0	0	0	0
Mountain Bay	3	1	3	3
Riverside	25	10	6	6
Rothschild	6	10	7	4
Weston	2	4	5	5
Idea	0	0	0	0
Odyssey	0	0	0	0
DCE 4K	0	0	0	0
DISTRICT TOTAL	37	27	24	21

Further Information regarding the definitions of seclusion and physical restraint in schools is attached. 2019 Wis. Act 118 which revised Wisconsin state law on addressing the use of seclusion and restraint in schools went into effect on Wednesday, March 4, 2020.

Link to DPI summary of changes:

https://dpi.wi.gov/sites/default/files/imce/sped/pdf/Summary_of_2019_Wis_Act_118.pdf

ACP/E4E Overview

D.C. Everest School District
Our Story 2023-2024

Aaron Hoffman
Career and Technical Education Coordinator



Career Readiness is the Goal!

CONGRATULATIONS!



LOGAN CHEREK
BOLDT & KOWALSKI MASONRY,
BAC OF WISCONSIN



MAX HOFFMAN
AMERICAN ASPHALT,
LOCAL 139



ANDREW SAMUELS
SAMUELS GROUP, CARPENTERS
UNION LOCAL 310



REESE STOWELL
SEIFERT ELECTRIC

We are committed to helping our students connect what they are learning now with future college and career opportunities. Our Academic and Career Program provides students with tools that assist them in making informed choices about their interests, career fields, and postsecondary education/training options while helping them develop — and modify — personalized goals/plans throughout their academic career at DCE.

Career Readiness Requirements

School districts are required to provide academic and career planning services to pupils enrolled in grades 6 -12 in the school district (beginning in the 2017-18 school year). The purpose of ACP services is to assist pupils with planning and preparing for opportunities after graduating from high school. These opportunities may include postsecondary education and training that leads to careers.

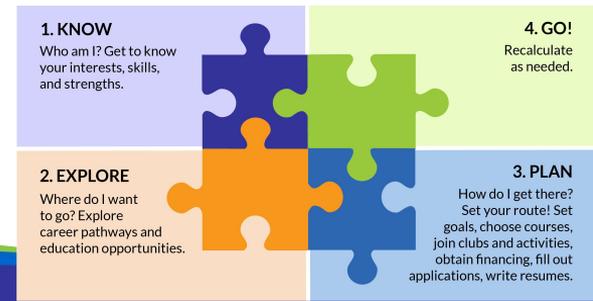
ACP is embedded into the E4E statute which spans elementary, middle, and high school grade levels and includes additional requirements as to how school districts must:

- Prepare elementary and secondary pupils for future employment.
- Ensure technological literacy; to promote lifelong learning.
- Promote good citizenship.
- Promote cooperation among business, industry, labor, postsecondary schools, and public schools.
- Establish a role for public schools in the economic development of Wisconsin.

Portrait of a Graduate Infrastructure

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- [6-12 Academic and Career Planning](#) How we educate students through ACP Process
- Grades K-5: School Counselor driven lessons (ACP/Wellness)
- Grades 6-9: Curriculum driven lessons (FACE, Computer Skills, Today's Business, Eng.9)
- Grades 10-12: Advisory, Eng.10, Financial Lit., Junior Conferencing, Workshops, Events
- ACP Components:
 - Know: Self-Awareness (Assessments, Reflections, Extracurricular/Leadership)
 - Explore: Exploration (Career Fair, Courses, Job Shadowing, YA, Community Service)
 - Plan: Career Planning (Resume, College Visits, Reality Fair, FAFSA, Conferencing)
 - Go: Career Management Activities (Goal Setting, Advisory, Course Selections)
 - Academic Preparation (Certifications, Sequenced Pathway Courses, AP/DE Courses)



How are we engaging our community?

114

Career Fair	Mock Interview
Committee Member	Professional Learning for Educators
Company Tours	Resume Development
Competitive Judge	School Based Enterprise
Lunch N Learn	Guest Speakers
Internships	Work Exploration
Job Shadow	Youth Apprenticeship
	Mentor/Coach

Youth Apprenticeship

115

2020-2021 (43)	2021-2022 (54)	2022-2023 (55)	2023-2024 (61)
Agriculture - 5	Agriculture - 4	Agriculture - 3	Construction - 8
Construction - 1	Construction - 2	Construction - 3	Business - 1
Finance - 8	Finance - 7	Finance - 5	Finance - 2
Health - 9	Health - 18	Health - 15	Health - 23
Hospitality - 4	Hospitality - 4	Hospitality - 9	Hospitality - 3
Manufacturing - 9	Manufacturing - 15	Information Tech - 2	Information Tech - 1
Marketing - 1	Marketing - 0	Manufacturing - 11	Marketing - 1 Manufacturing - 13
Transportation - 6	Transportation - 4	Transportation - 7	Transportation - 9

Industry-recognized Credentials

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	Class of 2020	Class of 2021	Class of 2022	Class of 2023	Class of 2024 (still adding)
Total Certs Earned	68	77	106	138	145
Unique Individuals	54	66	91	108	123
2 or more Certs	12	11	13	25	20
3 or more Certs	2	0	2	1	1
4 or more Certs	0	0	0	1	0

Other CCR Highlights

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- College Workshop Series- FAFSA, Application, Essay Writing, Scholarships
- 60+ Job Shadow experiences
- FitMoney Reality Fair supported by volunteers from the community and Business Partners
- School hosted College tours
- Growth in leadership program participation- Central WI High School Leadership, Senate Scholars, Badger State, Community Foundation Philanthropy Leadership
- College and Military Representatives visit our high school *weekly*
- Student competitions through student organizations
- Numerous Community Service Opportunities

Comprehensive Career Pathways



Advanced Manufacturing Career Pathway D.C. Everest Area School District



Your Academic and Career Plan (ACP) for this career pathway starts here...

Use this page to figure out which classes and activities you will take to prepare for this career pathway. Record your plan in XELLO.

Career and Technical Education Courses	<ul style="list-style-type: none"> • Wood Manufacturing 1 • Wood Manufacturing 2 DE • Wood Manufacturing 3 • Intro to Welding and Machining • Advanced Welding DE • Advanced Machining DE • DCE Enterprise 	<p>Start creating your professional network through CAREER EXPLORATION PROGRAMS. Record your experiences in XELLO.</p>
Other Recommended Courses	<ul style="list-style-type: none"> • Computer Aided Drafting (CAD) DE • Advanced CAD DE • STEM Robotics 	<p><u>State:</u></p> <ul style="list-style-type: none"> • State SkillsUSA Competitions <p><u>Regional:</u></p> <ul style="list-style-type: none"> • Regional SkillsUSA Competitions • Heavy Metal Tour • CWIMA Welding and Machine Tool Contest
Career and Technical Student Organization	<ul style="list-style-type: none"> • SkillsUSA 	<p><u>Local:</u></p> <ul style="list-style-type: none"> • NTC Summer Camps • NTC Welding and Woodworking competitions
Work-Based Learning Options	<ul style="list-style-type: none"> • Youth Apprenticeship • Technology/Agriscience Internship 	
Industry Recognized Credential Options <i>Italics = must be 18 years old to obtain</i>	<p>AutoDesk Certified User</p>	
College Credit Opportunities	College Courses Offered at Your High School	
	<p>Transcripted Credit</p> <ul style="list-style-type: none"> • Fundamentals of Furniture Manufacturing, NTC • Introduction to Welding, NTC • Thermal Cutting, NTC 	<p>AP and/or IB Courses</p>
	<p>College Courses You Can Take at a College Campus</p> <p>Application Deadlines:</p> <p>October 1st: Spring Courses February 1st: Summer Courses (ECCP only) March 1st: Fall Courses</p>	
	<p>Start College Now</p>	<p>Early College Credit Program</p>

Opportunities for all...

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Wisconsin Regional Endorsed Career Pathways

- **Advanced Manufacturing**
 - **Agriculture Food and Natural Resources**
 - **Architecture and Construction**
 - **Business Administration - Finance**
 - **Digital Technology**
 - **Education and Training**
 - **Health -Patient Care**
- 

Student Stories

Learn Build Fly



Everest Entrepreneurs



DCE Enterprise



Future Goals

Integrate SEL within ACP

121

✓ Advisory time will continue to offer academic and career planning content and opportunities while also incorporating social and emotional learning content. Integrate 7 Mindsets by 2024-2025.

Future Goals

Enhanced Dashboard Usage

122

- ✓ Begin introducing the use of the ACP Dashboard at the Junior High level
- ✓ Onboard new ACP team members

Thank You!

123

raises adapting learning decisions skills change
customers knowledge shadowing
certification community osha
balance paycheck service connections job
experience pathways passion
choices
problem-solving helping
communication

To: Dr. Casey Nye, Superintendent
From: Mike Raether, Senior High School Principal
Date: May 16, 2024
Re: Proposal to move to Weighted Grades

On February 20, 2024, the State of Wisconsin enacted Act 95 designed to guarantee admission to The University of Wisconsin - Madison to any student who at the end of their junior year finished in the top 5% of their class and guarantee admission to the Universities of Wisconsin for any student who finished in the top 10% of their class. Act 95 provides that the 11th grade students “shall be ranked on the basis of academic achievement and the sole criterion for ranking pupils shall be the pupil’s grade point average.” Wis. Stat. 118.58(2).

As a school system, we have not ranked students for many years, worried about the detrimental effects of ranking students and the inherent competition this practice encourages among the highest scoring students in the system. Instead, D.C. Everest chose years ago to implement a Laude system to recognize students who chose to take the most academic challenging courses within the system. The Laude system afforded all students in the class the opportunity to be recognized for academic achievements, not just those in the top 10%. Unfortunately, our Laude system does not align with the mandated ranking criteria.

Upon reviewing the last four years of data found at the bottom of this memo, our faculty has observed that ranking based solely on GPA yields outcomes that the faculty believe do not clearly communicate the top 5% and 10% because GPA does not factor in rigor of courses chosen. Our concern is that given the impact of ACT 95, students would actively choose not to challenge themselves in more academically rigorous courses in order to maintain a higher GPA. Therefore, a committee of faculty members at the Senior High School would like to propose the following changes to our grading system and implement weighted grades in the near future.

Weighted Grading Proposal

The committee believes that we should use the Laude system as the basis for our new plan. We believe we should recognize more academically rigorous courses with an increased GPA designation. The Laude system would be broken into two categories - Honors/Certification Courses and Advanced Placement (AP)/Dual Enrollment(DE).

The committee has created two methods of adding in rigor to a GPA - the multiplication method and the addition method. The multiplication method would take the traditional GPA assignment and multiply it by a consistent factor throughout. The benefit of the multiplication method is that the impact on the overall GPA is greater the higher the grade is that the student is receiving, effectively working as a sliding scale based on how well the student is doing. The proposed multiplication methods are listed in the chart below:

Multiplication method 1 (1.25 factor)

Grade Designation	Current DCE Scale	Honors/Certification Scale	AP/DE Scale
A	4.0	4.5	5
AB	3.5	3.94	4.38
B	3	3.38	3.75
BC	2.5	2.8	3.13
C	2	2.25	2.5
D	1	1.13	1.25
F	0	0	0

Multiplication method 2 (1.5 factor)

Grade Designation	Current DCE Scale	Honors/Certification Scale	AP/DE Scale
A	4.0	5	6
AB	3.5	4.375	5.25
B	3	3.75	4.5
BC	2.5	3.125	3.75
C	2	2.5	3
D	1	1.25	1.5
F	0	0	0

The second option is known as the addition method. The addition method adds a factor of .5 or .6 to each step in the scale as illustrated below:

Addition method 1 (.5 addition)

Grade Designation	Current DCE Scale	Honors/Certification Scale	AP/DE Scale
A	4.0	4.5	5.0
AB	3.5	4.0	4.5
B	3	3.5	4.0
BC	2.5	3.0	3.5
C	2	2.0	3.0

D	1	1.5	2.0
F	0	0	0

Addition method 2 (.6 addition)

Grade Designation	Current DCE Scale	Honors/Certification Scale	AP/DE Scale
A	4.0	4.6	5.2
AB	3.5	4.1	4.7
B	3	3.6	4.2
BC	2.5	3.1	3.7
C	2	2.6	3.2
D	1	1.6	2.2
F	0	0	0

All four scales were compared to the last few years of student data. All four accomplish the goal of ranking students when factoring in GPA and rigor. In the final conclusion all four would place students more accurately than we currently see by GPA alone. The comparison of the four proposals is listed below:

Four Method Comparison

Grade Designation	<i>Multiplication method 2 (1.25 factor)</i>	<i>Multiplication method 2 (1.5 factor)</i>	<i>Addition method 1 (.5 addition)</i>	<i>Addition method 2 (.6 addition)</i>
A in AP/DE	5	6	5.0	5.2
AB in AP/DE	4.38	5.25	4.5	4.7
A in H/C	4.5	5	4.5	4.6
B in AP/DE	3.75	4.5	4.0	4.2
AB in H/C	3.94	4.375	4.0	4.1
A in REG	4	4	4.0	4
BC in AP/DE	3.13	3.75	3.5	3.7
B in H/C	3.38	3.75	3.5	3.6
AB in Reg	3.5	3.5	3.5	3.5
BC in H/C	2.8	3.125	3.0	3.1

C in AP/DE	2.5	3	3.0	3.2
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Next Steps

In the Fall, a student committee will be established composed of a cross-section of sophomore students at the Senior High School and a group of students from the Junior High School to review the potential transition to a weighted grading system. Feedback received from those students will be considered and our plan will be adjusted accordingly.

Subsequent to this feedback process, communication will be sent out to families of eighth, ninth, and tenth grade students notifying them of the intention to move to a weighted grading system. Families will be invited to an open house to field comments and questions. This meeting should occur in early October. Following feedback from parents we will make necessary adjustments to our plan and bring it back to the School Board for consideration and approval.

An additional factor to be considered is the timeline for implementation of this proposal. The recommendation put forth by the High School team is to initiate the weighted grading system at the onset of the 2025-2026 academic year. This timeline is advocated to uphold fairness, as the enactment of ACT 95 occurred after students had already finalized their course selections for the 2024-2025 school year. Altering the criteria for academic distinctions subsequent to students' course selection may be perceived as changing the rules in the middle of the game. Furthermore, the proposed timeline allows for stakeholder engagement and feedback collection prior to implementation.

Finally, although all four proposals are being considered, after discussing this information with our high school committee the general consensus at this time is to lean to one of the addition methods. Feedback from students and parents will be crucial in determining the final decision.

Appendix: Comparison of the last 4 years of data based on Ranking

2023-2024

Rank	CGPA (#1)	Laude (#2)	Laude Distinction	ACT Comp (#3)
1	4.0	49	Summa	35
2	4.0	48	Summa	35
3	4.0	38	Summa	34
4	4.0	19	Cum	23
5	4.0	8	-----	27
6	3.994	15	Cum	18
7	3.989	48	Summa	34
8	3.982	16	Cum	31
9	3.980	42	Summa	35
10	3.979	38	Summa	28
11	3.979	32	Magna	26
12	3.977	40	Summa	35
13	3.976	46	Summa	33
14	3.967	48	Summa	35
15	3.967	23	Cum	26
16	3.965	25	Magna	24
17	3.958	11	-----	26
18	3.947	14	-----	22
19	3.946	35	Summa	32
20	3.946	23	Cum	25
21	3.944	35	Summa	30
22	3.944	46	Summa	27
23	3.944	30	Magna	29
24	3.943	47	Summa	31
25	3.94	5	-----	21
26	3.938	50	Summa	n/a
27	3.933	35	Summa	22
28	3.926	28	Magna	22
29	3.926	15	Cum	20
30	3.924	48	Summa	33
31	3.92	21	Cum	23
32	3.92	27	Magna	24
33	3.915	43	Summa	33
34	3.913	19	Cum	33

+

2022-2023

Rank	CGPA (#1)	Laude (#2)	Laude Distinction	ACT Comp (#3)
1	4.0	47	Summa	35
2	4.0	47	Summa	34
3	4.0	45	Summa	28
4	4.0	36	Summa	32
5	4.0	25	Magna	28
6	4.0	23	Cum	23
7	4.0	20	Cum	23
8	3.989	47	Summa	34
9	3.989	45	Summa	25
10	3.989	36	Summa	30
11	3.989	21	Cum	26
12	3.989	20	Cum	23
13	3.979	31	Magna	28
14	3.979	20	Cum	23
15	3.978	45	Summa	32
16	3.976	15	Cum	26
17	3.969	15	Cum	23
18	3.968	51	Summa	35
19	3.968	49	Summa	34
20	3.968	16	Cum	22
21	3.967	14	---	20
22	3.966	11	---	22
23	3.957	27	Magna	23
24	3.956	18	Cum	24
25	3.956	39	Summa	31
26	3.955	40	Summa	32
27	3.946	28	Magna	30
28	3.939	23	Cum	22
29	3.933	45	Summa	33
30	3.927	30	Cum	26
31	3.924	40	Magna	24
32	3.924	26	Cum	21
33	3.915	45	Summa	31
34	3.912	30	Magna	22

2021-2022

Rank	CGPA (#1)	Laude (#3)	Laude Distinction	ACT Comp (#2)
1	3.99	35	Summa	30
2	3.99	26	Magna	23
3	3.978	50	Summa	33
4	3.978	46	Summa	31
5	3.969	25	Magna	24
7	3.967	30	Magna	29
6	3.967	43	Summa	33
8	3.959	28	Magna	28
10	3.957	22	Cum	19
9	3.957	33	Magna	31
11	3.948	22	Cum	19
12	3.947	23	Cum	20
13	3.946	4	---	23
14	3.946	39	Summa	29
15	3.935	44	Summa	31
16	3.93	19	Cum	22
17	3.922	43	Summa	31
18	3.919	36	Summa	30
19	3.909	22	Cum	19
20	3.904	27	Magna	30
21	3.902	27	Magna	23
22	3.902	48	Summa	28
23	3.898	12	---	28
24	3.894	19	Cum	18
25	3.884	45	Summa	34
26	3.883	25	Magna	27
27	3.883	40	Magna	23
28	3.875	41	Summa	26
29	3.875	21	Cum	24
30	3.872	44	Summa	32
31	3.87	34	Magna	32
32	3.87	26	Cum	21
33	3.864	26	Magna	25
34	3.86	38	Summa	31

2020-2021

Rank	CGPA (#1)	Laude (#3)	Laude Distinction	ACT (#2)
1	4.0	44	Summa	36
2	4.0	39	Summa	35
3	4.0	42/44	Summa	34
4	4.0	50	Summa	33
5	4.0	29	Magna	33
6	4.0	26	Magna	27
7	4.0	29	Magna	26
8	4.0	7/11	---	26
9	4.0	28	Magna	25
10	3.990	28	Summa	27
11	3.989	32	Magna	24
12	3.979	37	Summa	26
13	3.967	30	Magna	28
14	3.967	14	---	28
15	3.935	43/45	Summa	32
16	3.933	33	Magna	34
17	3.924	31	Magna	29
18	3.909	36	Summa	27
19	3.902	39	Summa	29
20	3.895	35/36	Summa	32
21	3.893	34	Magna	25
22	3.893	34	Magna	27
23	3.891	33	Magna	29
24	3.884	51	Summa	27
25	3.883	32	Magna	22
26	3.883	35	Summa	19
27	3.88	50	Summa	33
28	3.875	17	Cum	29
29	3.875	27	Summa	25
30	3.87	36	Summa	25
31	3.087	37	Summa	31
32	3.862	17	Cum	20
33	3.836	31	Magna	25
34	3.83	47	Summa	33

K-12 CLASS SIZE DATA

JUNE 2024



Grounded in what we value as a District

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- Great place to learn
- Great place to work
- Great community

Staffing process considerations

- Delivering on approved courses/opportunities for students
- Acknowledge workload considerations for staff
- Be cognizant of class size, including an effort to protect the class sizes of our youngest learners - especially in the light of Act 20
- Secondary classes need approximately 20 in order to run a section - We know there are some anomalies
- Consider grade level and group concerns across the district
- Fiscally responsible approach that allows us to accomplish other supports

Elementary specific considerations

- Target grade level numbers

Grade level	Target class size
4K	18 (13 with no support staff)
KG	20 students (typical cap for KG)
1st - 3rd	22 students
4th - 5th	25 students

- Identify pressure points compounded by a grade level that may struggle academically, behaviorally, socially, etc.

Anticipated 24-25 District-wide elementary data

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	# of sections	Student count	Average Ratio
KG	20	350	17.50
1st	20	388	19.40
2nd	20	408	20.40
3rd	20	409	20.45
4th	19	431	22.68
5th	18	415	23.06
Totals	117	2401	20.52

Secondary specific considerations

- We accept that running classes that are considered landmark experiences at lower numbers will impact the overall average
- Safety is a driving factor that may keep certain classrooms at a lower number (lab-based sciences, Foods, etc)
- We are a comprehensive high school that works to ensure students are college, career, and life ready regardless of each student's aspirations
- The skill set of students in a given class may impact the number of students we may place

Anticipated 24-25 District-wide secondary data ¹³⁶

Average ratios

	Middle School	Junior High	Senior High
ELA	28.3	24.5	26.3
Math	28.9	25.4	25.8
Science	28.3	24.6	25.7
Social Studies	28.3	26.4	26.5
Overall	26.5	24.4	25.7

Questions??

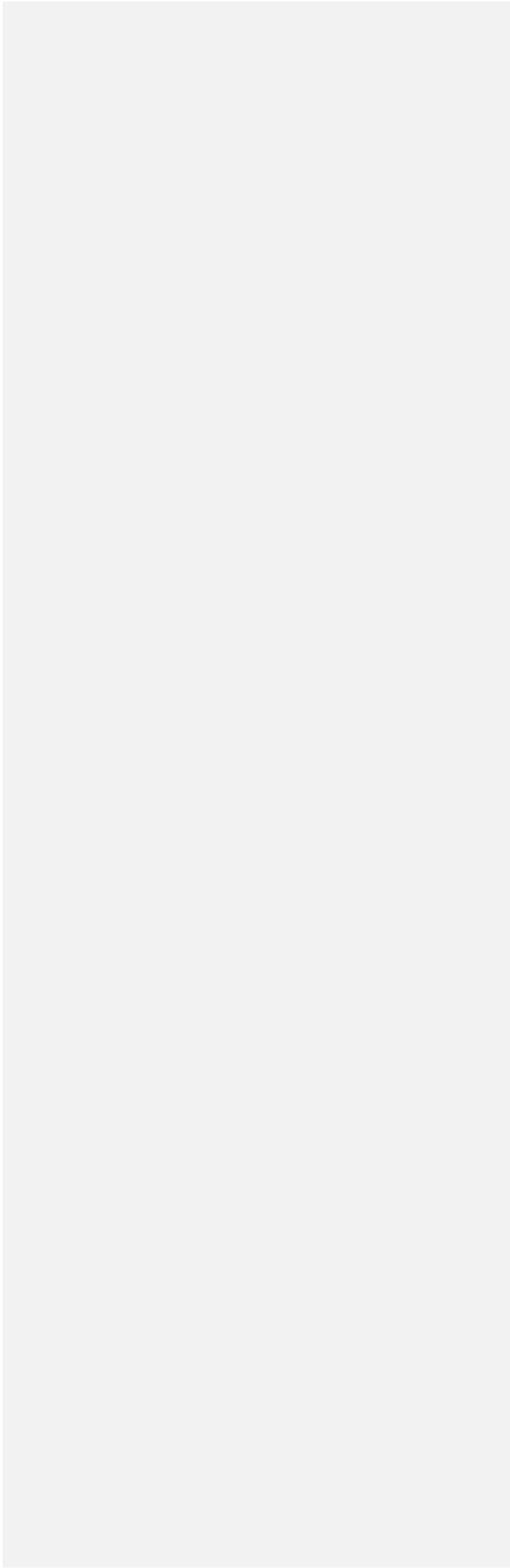
Thank you



A Great Place to Work

EMPLOYEE HANDBOOK
2024-2025

Board Approved 067-19-2024
Revised Effective 075-0144-2024



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 annually through **Skyward™**. New District employees will acknowledge the *Employee Handbook* online through Skyward within 30 days of their hire date, 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/their 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, **last chance agreement**, suspension (with or without pay), and termination.
- D. **Regular Employees:** "Regular Employees" are defined as employees whom the District considers continuously employed **and eligible for benefits and time off**. 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 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 ~~their~~his or her age. Minors will be employed only in accordance with state and federal laws and District policies. Minors under the age of sixteen (16) will not be employed without a valid work permit.

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)

See *Policy 6700* at <https://go.boarddocs.com/wi/dcea/Board.nsf/Public> and the Department of Labor website at <https://www.dol.gov/agencies/whd/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

The Board of the D.C. Everest Area School District does not discriminate on the basis of sex in its education program or activity and is required by Title IX and its implementing regulations not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The District's Title IX Coordinator(s) are:

Sarah Trimner
Director of Talent and Culture
715-359-4221, ext. 1225
6100 Alderson Street
Weston, WI 54476
strimmer@dce.k12.wi.us

Gina Lehman
Director of Student Services
715-359-4221, ext. 1351
6100 Alderson Street
Weston, WI 54476
gilehman@dce.k12.wi.us

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

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.

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.

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

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

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.

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 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 Talent & Culture 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 Talent & Culture 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

~~Regular attendance is required of every employee.~~ The District expects employees to make every effort to be present for work ~~and on time. It is the employee's responsibility to be ready to begin work on time each day and to return on time from scheduled breaks and lunch.~~ ~~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 ~~all~~ scheduled hours during each ~~designated~~ workday, unless the employee has an approved

Commented [KE1]: Language taken from WASPA guidance.

absence. Meal periods may only be taken during times designated by the employee's supervisor/building administrator. Employees are expected to adhere to their assigned schedule. Any deviation from assigned hours must have prior approval from the employee's supervisor.

Employees who are unable to report to work shall follow the applicable procedures in **Skyward™** for reporting their absence. Any time spent not working during an employee's scheduled day must be accounted for using the appropriate reasons. The District will monitor attendance, tardiness, and absence patterns. Inaccurate reporting of time worked, theft of time, and/or improper modification of time worked will be investigated and may result in disciplinary action, up to and including termination.

Tardiness is defined as failing to report to work at the scheduled start time of an employee's workday, including failing to report back to work on time after a scheduled lunch or break period, without having pre-approval to report late from their supervisor. Employees who fail to provide adequate notice of tardiness using the appropriate procedures, and incur instances of unexcused tardiness as a result, may be subject to disciplinary action, up to and including termination.

Although there are justifiable reasons to be absent from work, excessive absenteeism and/or excessive tardiness may lead to disciplinary action, up to and including termination. The District reserves the right to waive enforcement of these rules in very limited circumstances and/or as may be necessary to provide a reasonable accommodation for a qualified individual with a disability under the Americans with Disabilities Act.

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 Talent & Culture 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 Talent & Culture 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>.

Video Surveillance and Electronic Monitoring

See Policy 7440.04 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, ~~X~~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™, ~~X~~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(a0) (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 Talent & Culture 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. Volunteers must also follow volunteer guidelines as indicated in the Volunteer Handbook, available on the website: <https://www.dce.k12.wi.us/community/dce-evergreen-volunteers>.

Employee Name Changes

An employee that legally changes their name with the Social Security Administration must present their new Social Security Card to the Talent & Culture Department before their name will be changed in the District's systems.

Licensure/Certification

Each employee who is required to be licensed or certified by law must provide Talent & Culture 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.

Timesheets-Cards or other Form of Electronic Tracking of Hours Worked

Timesheets-cards or an electronic time-cardsheet system shall be used by all non-exempt employees. Employees will clockpunch in only at such time as they are fully prepared to begin work. Employees are responsible for their own timesheets-cards and shall not clockpunch 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 paid time off, then 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 paid time off, then sick leave hours to be credited back to the employee's paid time off, then sick leave accumulated balance. Upon exhaustion of the employee's accumulated paid time off, then 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

Employees may ~~accrue~~ have a Sick Leave bank which can be maintained up to a maximum of ~~120 days, eighty (80) days~~. If an employee currently has more than ~~eighty (80)~~ 120 days of Sick Leave, all previously earned days will remain in the employee's Sick Leave bank, but the employee will not be able to roll any additional days over until they are below the maximum. Each new fiscal year, employees must use all* of their allocated PTO days in total before utilizing Sick Leave from their Sick Leave bank.

After PTO is exhausted, Sick Leave may be used for illness or medical reasons for self, medical/dental appointments for self, medical/dental appointments for a family member, and to care for an ill family member. Sick Leave application for family members is exclusively reserved for a spouse, parents, and children under the age of 18. Sick Leave cannot be used for childcare reasons ~~with the exception of~~ except for employees on approved FMLA for birth or adoption. Sick Leave may only be used for a child over the age of 18 if the employee is on approved FMLA.

Sick Leave must be taken in one-hour increments. The only exception would be employees whose full day is a partial hour (ex. 5.5 hours), then they will be required to use 5.5 hours when requesting an entire day off.

The District may require a certification by a medical provider after an employee has been absent for an illness or any other use of Sick Leave. All medical certifications must be kept in the employee's medical file. The District 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.

*Employees with approved FMLA leaves may reserve two (2) PTO days to use in the same year as indicated in the Paid Time Off section below. In this case, employees will have access to their Sick Leave bank prior to using the reserved PTO day(s).

Sick Leave Donation Bank

From time to time, employees face serious "out of the ordinary" medical situations. If an employee has exhausted all paid time off (PTO, Sick Leave, and Vacation Leave), they may request a donation from the district Sick Leave Donation Bank.

The employee should submit their request to the Talent & Culture department and indicate the "out of the ordinary", serious medical situation. The request will be reviewed and the approval or denial will be communicated to the employee.

Employees are eligible for the following:

- Up to 10 days for their own serious "out of the ordinary" medical situation.
 - If an employee has been previously given 10 days out of the donation bank and they have a new serious "out of the ordinary" medical situation, they are eligible for an additional 5 days.
- Up to 5 days for their child's "out of the ordinary" medical situation.
 - Child must be under the age of 18.
- Up to 5 days for their spouse's "out of the ordinary" medical situation.

Paid Time Off (PTO)

Note: These guidelines are in effect through June 30, 2024. Updated guidelines will be published in the next Handbook update and will be effective July 1, 2024.

Benefit Description

PTO provides a bank of leave time for employees to use at their discretion when requesting time away from work. PTO is designed to increase flexibility and choice by empowering employees to prioritize elements of their flexible compensation and positively influence their work-life balance. Employees in the following categories receive the stated number of PTO days at the start of each school year:

52 Week Administrators 52 Week Salary 52 Week Hourly Buildings & Grounds	Extended SY Administrators Extended SY Salary Extended SY Hourly	Teachers School Year Hourly School Nutrition
158	134	11

Employees that are not full-time (8 hours per day), will receive the same number of days, however, the hourly equivalency will be based on the number of hours per day they are scheduled to work (ex. 6 hours per day equals 6 hours per PTO day for a total of 66 hours for the school year).

Returning eEmployees and new certified employees who start on the first day of the work year will receive the annual allocation of PTO days to use immediately.

New non-certified employees will be allocated two (2) days of PTO for use in their first 60 calendar days of employment. The employee's remaining PTO allocation will be allocated after the 60-day probationary period.

New employees hired after the first day of the work year will receive a prorated number of PTO days based on the number of remaining workdays. For example, if the employee will work 138 days out of the 184 scheduled days for their position, the prorate would be calculated as $138/184 \times 11 = 8.25$ days (then converted to hours, rounded up to the nearest hour).

New employees hired after the first day of the work year will receive a prorated number of PTO days based on the number of remaining work days. New employees hired less than two weeks prior to the last scheduled workday of the year for their position will not receive a PTO allocation until the start of the following year.

Guidelines

A reason is not required when requesting pre-planned PTO. PTO requests will be approved/denied by the employee's supervising administrators/supervisor in the order received without detriment to the learning or work environment. The supervising administrators/supervisor will determine if the request is/will be approved or denied/denied the request based on the needs of each building and department at the time of the request. The operational needs of the building or department will be taken into consideration prior to approving or denying a request for PTO.

PTO requests that are less than a full work-day in duration may only be taken in increments of one hour. For PTO requests that are a full work-day in duration, employees will use the number of hours they are scheduled to work (ex. 5.5 hours). Employees requesting ~~between extended pre-planned PTO (between 3-5 days)~~ 3-5 days of pre-planned PTO are advised to submit their request in Skyward as soon as possible, preferably two weeks or more notice.

It is recommended that absence requests for PTO be entered into Skyward and Frontline/Aesop (if a substitute is needed) at least 72 hours prior to the day being requested off (except in the case of illness or emergency), to give the supervisor time to review the request. See below sections for department-specific guidelines.

Employees may take off a maximum of 5 consecutive days of extended pre-planned PTO. In the case of illness or emergency, employees are required to contact their supervising administrators/supervisor immediately and if possible, at least two (2) hours before the start of the workday. The time off request must be entered into Skyward and Frontline (if a substitute is needed) prior to the start of the workday.

Employees may request a maximum of five (5) consecutive days of pre-planned PTO. PTO used before and after a break (Thanksgiving Break, Winter Break, Spring Break) is considered consecutive and may not exceed five (5) days total.

Employees may exceed the maximum 5 consecutive days of PTO if it is for a sick- or medical-related reason. The employee may be required to apply for FMLA and/or provide medical certification if using more than 5 consecutive days of PTO.

As with Sick Leave, the District may require a certification by a medical provider after an employee has been absent for an illness or another medical reason. All medical certifications must be kept in the employee's medical file. The District may question or investigate the use of sick-related PTO. Any employee obtaining Paid Time Off benefits by fraud, deceit, or falsified statements shall be subject to disciplinary action.

If pre-planned PTO absences deplete an employee's total balance for the year and prior to those pre-planned absences an employee needs to use an unplanned PTO day (examples: employee becomes ill, has an emergency, sick family member, etc.) a PTO day must be canceled and applied to the unplanned day. For example, an employee pre-plans and schedules their total allocation of PTO days in advance to go on a vacation in February. In November, the employee calls in sick. A PTO day will be taken from the pre-planned absences and will be applied to the sick day. Therefore, the day that was canceled will be a leave without pay day if the employee still wants time off. As mentioned above, employees cannot access their Sick Leave bank until all PTO has been exhausted.

For FMLA-related absences that are the same or longer than the employee's remaining PTO balance, employees will be allowed to reserve up to two (2) days of their PTO for future use (after their FMLA absence(s)) within the same school year. The reserved PTO day(s) will no longer hold a cash value and cannot be paid out if unused. The employees that use this option will have access to their Sick Leave bank prior to using the reserved PTO day(s) since the days no longer hold a cash value. If the reserved PTO day(s) are not used by the end of the fiscal year, they will automatically roll into their Sick Leave bank (unless their bank is at the maximum number of days, then in this case the day(s) will be forfeited).

For all employees except Buildings and Grounds & School Nutrition*:

It is recommended that absence requests for PTO be entered into Skyward and Frontline/Aesop (if a substitute is needed) at least 72 hours prior to the day being requested off (except in the case of illness or emergency), to give the supervising administrator time to review the request.

**See the Provisions for Buildings and Grounds Employees and Provisions for School Nutrition Employees sections.*

See the Provisions for Teachers and Provisions for 12 Month Employees (Technology Department employees only) section for PTO daily maximums.

If pre-planned PTO absences deplete an employee's total balance for the year and prior to those pre-planned absences an employee needs to use an unplanned PTO day (examples: employee becomes ill, has an emergency, sick family member, etc.) a PTO day must be canceled and applied to the unplanned day. For example, an employee pre-plans and schedules their total allocation of PTO days in advance to go on a vacation in February. In November, the employee calls in sick. A PTO day will be taken from the pre-planned absences and will be applied to the sick day. Therefore, the day that was canceled will be a leave without pay day if the employee still wants time off. As mentioned above, employees cannot access their Sick Leave bank until all PTO has been exhausted.Technology Department Guidelines:

It is recommended that absence requests for PTO be entered into Skyward and at least ten (10) days prior to the day being requested off (except in the case of illness or emergency), to give the supervisor time to review the request. If the request is submitted less than five (5) days in advance the approval will be subject to the ability to provide coverage.

In reference to pre-planned absences, no more than the following # per work area can take PTO on the same day. At the discretion of the supervisor, the daily PTO limit may be exceeded due to extenuating circumstances. This can be modified at the discretion of the supervisor when students are not present (extended breaks, summer).

<u>Building Technicians</u>	<u>Networking Team</u>	<u>Data Team</u>
<u>2</u>	<u>1</u>	<u>2</u>

Buildings & Grounds Department Guidelines:

It is recommended that absence requests for PTO be entered into Skyward and at least ten (10) days prior to the day being requested off (except in the case of illness or emergency), to give the supervisor time to review the request. If the request is submitted less than five (5) days in advance the approval will be subject to substitute availability.

In reference to pre-planned absences, no more than the following # per building and per the department district-wide can take PTO on the same day. At the discretion of the supervisor, the daily PTO limit may be exceeded due to extenuating circumstances.

<u>Days</u> <u>All Buildings</u> <u>When Students are</u> <u>Present</u>	<u>Days</u> <u>District-wide</u> <u>When Students are</u> <u>Present</u>	<u>Nights</u> <u>All Buildings</u> <u>When Students are</u> <u>Present</u>	<u>Nights</u> <u>District-wide</u> <u>When Students are</u> <u>Present</u>
<u>1</u>	<u>2</u>	<u>1</u>	<u>4</u>

School Nutrition Department Guidelines:

It is recommended that absence requests for PTO be entered into Skyward and at least 5 days prior to the day being requested off (except in the case of illness or emergency), to give the supervisor time to review the request. If the request is submitted less than 5 days in advance the approval will be subject to substitute availability.

In reference to pre-planned absences, no more than the following # per building and per the department district-wide can take PTO on the same day. At the discretion of the supervisor, the daily PTO limit may be exceeded due to extenuating circumstances.

<u>All Buildings</u>	<u>District-wide</u>
<u>1</u>	<u>3</u>

Building Guidelines (Teachers & Support Staff):

In reference to pre-planned absences, no more than the following # per building can take PTO on the same day. At the discretion of the supervisor, the daily PTO limit may be exceeded due to extenuating circumstances.

<u>Building</u>	<u>Maximum Per Day</u>
<u>Elementary Schools (besides HA, ODY)</u>	<u>2 teachers and 2 support staff</u>
<u>Hatley Elementary</u>	<u>1 teacher and 1 support staff</u>
<u>Odyssey Elementary</u>	<u>1</u>
<u>Middle School</u>	<u>3</u>
<u>Junior High School</u>	<u>3 teachers and 3 support staff</u>
<u>Senior High School</u>	<u>4 teachers & 5 support staff*</u>
<u>Idea School</u>	<u>1</u>

*Requests may be denied if there are multiple requests from the same department (example, SPED, front office, etc.) even if the daily maximum has not been reached for the building.

Payout/Conversion of PTO

Each PTO day has a cash value of \$20.00 per hour (value is subject to change based on district budget allocations). At the end of the work year, employees may request any unused PTO days be paid out or rolled into their Sick Leave bank, subject to the maximum. PTO days will not roll over as PTO days to the next work year. 52 Week Hourly, 52 Week Salary, Buildings and Grounds, Extended School Year Administrators, Extended School Year Hourly, Extended School Year Salary, School Nutrition, School Year Hourly, and Teachers are eligible for a PTO payout. All employees are eligible to roll unused PTO days into their Sick Leave bank.

Employees will be provided with an electronic form near the end of the school year to allocate any remaining cash value or convert unused time to their sick leave bank. Cash value will be paid on a payroll date in June or July. The date will be determined annually, and the Operations-Talent & Culture department will notify all employees.

If an employee does not make a decision regarding unused PTO, the days will automatically roll over to the employee's individual Sick Leave bank. If the employee's individual Sick Leave bank has reached the cap, the employee will receive a pay out of the unused PTO days if they are eligible. If the employee is not eligible for a payout, the unused PTO will not roll (carry over) into the next work year and will be forfeited.

Since employees are given the option/discretion to convert unused PTO to cash, the payment is not WRS reportable earnings. In cases of resignation, retirement, or layoff, unused PTO days will be paid out on the employee's last paycheck and will not be WRS reportable earnings. In cases of terminations or non-renewal, a payout of unused PTO days will not occur.

Each PTO day has a cash value and is only valid during the year they were earned. If PTO days are converted into Sick Leave (rolled into employee's Sick Leave bank), they do not retain their cash value.

Upon Termination of Employment

In cases of resignation (in addition to giving a two-week notice), retirement, or layoff, PTO days not used prior to the last date of employment (subject to prorate below) will be paid out on the employee's last paycheck at the PTO cash value rate. In cases of termination or non-renewal, a payout of unused PTO days will not occur.

Employees cannot extend their last day of employment by using PTO and/or Vacation Leave after their last day worked. Extenuating circumstances may be approved by Talent & Culture.

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

PTO may be prorated based on how many days of the work year for their position that the employee worked. For example, if the employee worked 138 days out of the 184 scheduled days for their position and they received 11 days of PTO at the start of the year, the prorate would be calculated as $138/184 \times 11 = 8.25$ days (then converted to hours, rounded up to the nearest hour).

Vacation Leave

52 Week Hourly, 52 Week Salary, and Buildings & Grounds employees are eligible for Vacation Leave. 52 Week Administrators should review their individual Administrator Contract.

Upon Hire: Fifteen (15) days (prorated from the date of hire through June 30th)

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

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

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

Years in the District is based on regular employment and does not include time in seasonal, occasional, or non-benefit eligible positions (ex. substitutes).

Employees that are not full-time (8 hours per day), will receive the same number of days, however, the hourly equivalency will be based on the number of hours per day they are scheduled to work.

Employees who start on the first day of the work year will receive the annual allocation of Vacation Leave to use immediately. New employees hired after the first day of the work year will receive a prorated number of Vacation Leave hours based on the number of remaining workdays. New employees hired less than two weeks prior to June 30th will not receive a Vacation Leave allocation until the start of the following year.

Vacations shall be scheduled in the automated system and require the approval of the employee's supervisor. 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.

Employees cannot extend their last day of employment by using PTO and/or Vacation Leave after their last day worked. Extenuating circumstances may be approved by Talent & Culture. If an employee does not work the entire year for which the vacation was allotted, the vacation the employee is entitled to may 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:

Vacation may be prorated based on how many days of the work year for their position that the employee worked. For example, if the employee worked 195 days out of the 260 scheduled days for their position and they received 20 days of Vacation Leave at the start of the year, the prorate would be calculated as $195/260 \times 20 = 15$ days (then converted to hours, rounded up to the nearest hour).

Buildings & Grounds Employees only:

Vacation days may be used:

- During the months of June, July, August, or when teachers are not working.
- During the school year when students are not present.
- During the school year on days with scheduled student/staff breaks.
- During teacher grading days.
- During teacher professional development days.
- Two student contact days, more than two would require pre-approval from supervisor

Vacation days must be entered into Skyward by August 30 for the upcoming school year. Once vacation days are entered into Skyward, occasional changes may be made with supervisor approval.

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

Paid Holidays

Employees that are eligible for paid holidays are not required to work and will be paid their normal day's pay for the holidays indicated below. If the holiday falls on a Saturday or Sunday, the District will determine the day the holiday will be allowed. Employees on unpaid non-FMLA leave will not be eligible for paid holidays.

52 Week Administrators, 52 Week Salary, 52 Week Hourly, and Buildings & Grounds

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

For Buildings & Grounds employees only, double time will be paid for any work performed on holidays.

School Year Hourly, Extended School Year Hourly, and School Nutrition

Labor Day	Christmas Day
Thanksgiving Day	Memorial Day
Day after Thanksgiving	

Teachers

Labor Day
Thanksgiving
Memorial Day

Leaves of Absence

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

A leave of absence without compensation and benefits 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 Talent and Culture by March 1 of the year preceding the year that the leave commences.

Leave Without Pay

Should a situation arise where all PTO, Vacation Leave, and any remaining Sick Leave has been depleted, or the absence does not qualify for use of Sick Leave, the employee should contact their ~~supervising-administrators~~supervisor and the Director of Talent and Culture. Depending on the unique circumstances, additional time off may be granted and would be unpaid. The employee will then enter their unpaid time off in Skyward. ~~The Leave Without Pay Request Form will no longer be used.~~

Leave Without Pay cannot be used before PTO and/or Sick Leave is exhausted (if absence reason is eligible for Sick Leave usage) unless employee is on approved Wisconsin FMLA. Leave Without Pay cannot be used before Vacation Leave is exhausted unless employee is on approved Wisconsin and/or Federal FMLA.

If an employee is absent for a sick-related reason and has exhausted all of their PTO, Vacation Leave, and any remaining Sick Leave from their individual Sick Leave bank, approval is not required via the above process. The employee will need to notify their supervisor and enter their unpaid time off in Skyward. As with Sick Leave, the District may require a certification by a medical provider after an employee has been absent for an illness or another medical reason. All medical certifications must be kept in the employee's medical file. The District may question or investigate the use of sick-related Leave Without Pay.

Employees with excessive absences may be subject to disciplinary action (refer to the Attendance section of the Handbook).

Inclement Weather Day Guidelines

Non-Exempt (h)Hourly employees that are not scheduled to work on inclement weather days are not paid if they do not work. However, they may submit a PTO request if they would like to be paid for the inclement weather day. Other hourly employees (and year-round salaried employees) that are scheduled to work on inclement weather days will need to use PTO or Vacation Leave if they are unable to work part or all of the inclement weather day.

Teachers and Extended School Year salaried employees are paid for inclement weather days (non-virtual learning days) and PTO is not required to be used. If the inclement weather day is a virtual learning day and the teacher or Extended School Year salaried employee is unable to work part or all of the virtual learning day, they will need to use PTO (or other time off if applicable).

Unrequested Leaves of Absence/Fitness for Duty

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

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 Talent & Culture.

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, upon notification of their immediate supervisor to attend services and manage details the week of 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 services of the employee's uncle, aunt, niece, nephew, great grandparent, and grandparent-in-law. This provision shall not be applicable if the funeral is on the weekend.

Other relatives of the employee or relatives of the employee's spouse, other than those listed above, do not qualify for bereavement leave. An employee may request to use their PTO if they would like to attend the funeral services.

This provision shall not be applicable if an employee is on leave-of-absence (FMLA or non-FMLA), paid sick leave, PTO, 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 Talent & Culture, 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 Talent & Culture 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 1993 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>.

Other Employee Leaves

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

Volunteer Firefighter, Emergency Medical Technician, First Responder, or Ambulance Driver
 Leave for Voting
 Election Official Leave
 Leave to Testify

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 Talent & Culture 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 offers~~ 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 offers~~ 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. Employees who waive health insurance coverage are eligible for cash-in-lieu.

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 offers~~ 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~~ offers long-term disability insurance to employees that are scheduled to work over 600 hours a year.

Wisconsin Retirement System

~~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. Eligible employees will be enrolled automatically.~~

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](#).

Liability Insurance

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

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.

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.				

*Years of Service will be based on the fiscal school year. Employees will receive one full year of service for the first year they were employed by the District if they started before November 1st. Employees hired after November 1st will receive one-half year of service.

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.

Notification

Talent & Culture will notify all employees eligible (hired before July 1, 2024, and have met the age eligibility and years of service) for the post-employment benefit at the beginning of each school year.

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 break. 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. Hourly employees working six (6) or more hours will be required to take a one-half (1/2) hour unpaid lunch break.

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.

Non-Exempt 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 non-exempt 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.

Non-exempt 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 administration to do so.

Non-exempt employees using electronic communications for work-related correspondence during unauthorized times may be subject to discipline, up to and including termination for violating this guideline. Supervisors requiring non-exempt 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.~~

Paid Time Off

~~See the Paid Time Off section above for more information. The guidelines below only apply to Technology department employees.~~

~~It is recommended that absence requests for PTO be entered into Skyward and at least ten (10) days prior to the day being requested off (except in the case of illness or emergency), to give the supervising administrator time to review the request. If the request is submitted less than five (5) days in advance the approval will be subject to the ability to provide coverage.~~

~~In reference to pre-planned absences, no more than the following # per work area can take PTO on the same day. At the discretion of the supervising administrator, the daily PTO limit may be exceeded due to extenuating circumstances. This can be modified at the discretion of the supervisor when students are not present (Extended Breaks, Summer).~~

Building Technicians	Networking Team	Data Team
2	1	2

Vacation

Upon Hire: Fifteen (15) days (prorated from the date of hire through June 30th, if hired after July 1st.)

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

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

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

Years in the District is based on regular employment and does not include time in seasonal, occasional, or non-benefit eligible positions (ex. substitutes).

Employees that are not full-time (8 hours per day), will receive the same number of days, however, the hourly equivalency will be based on the number of hours per day they are scheduled to work.

Employees who start on the first day of the work year will receive the annual allocation of Vacation Leave to use immediately. New employees hired after the first day of the work year will receive a prorated number of Vacation Leave hours based on the number of remaining work days. New employees hired less than two weeks prior to June 30th will not receive a Vacation Leave allocation until the start of the following year.

Vacations shall be scheduled in the automated system and require the approval of the employee's supervisor. 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.

Employees cannot extend their last day of employment by using PTO and/or Vacation Leave after their last day worked. Extenuating circumstances may be approved by Talent & Culture. If an employee does not work the entire year for which the vacation was allotted, the vacation the employee is entitled to may 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:

Vacation may be prorated based on how many days of the work year for their position that the employee worked. For example, if the employee worked 195 days out of the 260 scheduled days for their position and they received 20 days of Vacation Leave at the start of the year, the prorate would be calculated as $195/260 \times 20 = 15$ days (then converted to hours, rounded up to the nearest hour).

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.

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.

~~Provisions for Buildings and Grounds Employees~~

~~**Paid Time Off**~~

~~See the Paid Time Off section above for more information. The guidelines below only apply to Buildings and Grounds employees.~~

~~It is recommended that absence requests for PTO be entered into Skyward and at least ten (10) days prior to the day being requested off (except in the case of illness or emergency), to give the supervising administrator time to review the request. If the request is submitted less than five (5) days in advance the approval will be subject to substitute availability.~~

~~In reference to pre-planned absences, no more than the following # per building and per the department district-wide can take PTO on the same day. At the discretion of the supervising administrator, the daily PTO limit may be exceeded due to extenuating circumstances.~~

Days All Buildings When Students are Present	Days District-wide When Students are Present	Nights All Buildings When Students are Present	Nights District-wide When Students are Present
1	2	1	4

~~**Vacation**~~

~~**Upon Hire:** Fifteen (15) days (prorated from the date of hire through June 30th, if hired after July 1st.)~~

~~**The Start of the Second Year** in the District: Fifteen (15) days~~

~~**The Start of the Tenth Year** in the District: Twenty (20) days~~

~~**The Start of the Twentieth Year** in the District: Twenty-five (25) days~~

~~Years in the District is based on regular employment and does not include time in seasonal, occasional, or non-benefit eligible positions (ex. substitutes).~~

~~Employees that are not full-time (8 hours per day), will receive the same number of days, however, the hourly equivalency will be based on the number of hours per day they are scheduled to work.~~

~~Employees who start on the first day of the work year will receive the annual allocation of Vacation Leave to use immediately. New employees hired after the first day of the work year will receive a prorated number of Vacation Leave hours based on the number of remaining work days. New employees hired less than two weeks prior to June 30th will not receive a Vacation Leave allocation until the start of the following year.~~

~~Vacations shall be scheduled in the automated system and require the approval of the employee's supervisor. 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.~~

~~Employees cannot extend their last day of employment by using PTO and/or Vacation Leave after their last day worked. Extenuating circumstances may be approved by Talent & Culture. If an employee does not work the entire year for which the vacation was allotted, the vacation the employee is entitled to may 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:**~~

Vacation may be prorated based on how many days of the work year for their position that the employee worked. For example, if the employee worked 195 days out of the 260 scheduled days for their position and they received 20 days of Vacation Leave at the start of the year, the prorate would be calculated as $195/260 \times 20 = 15$ days.

Vacation Requirements

Vacation days may be used:

- During the months of June, July, August, or when teachers are not working.
- During the school year when students are not present.
- During the school year on days with scheduled student/staff breaks.
- During teacher grading days.
- During teacher professional development days.
- Two student contact days, more than two would require pre-approval from supervisor.

Vacation days must be entered into Skyward by August 15th for the upcoming school year. Once vacation days are entered into Skyward, occasional changes may be made with supervisor approval.

The District may, at its discretion, allow more than one custodian per building 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.

Provisions for School Nutrition Employees

Paid Time Off

See the Paid Time Off section above for more information. The guidelines below only apply to School Nutrition employees.

It is recommended that absence requests for PTO be entered into Skyward and at least 5 days prior to the day being requested off (except in the case of illness or emergency), to give the supervising administrator time to review the request. If the request is submitted less than 5 days in advance the approval will be subject to substitute availability.

In reference to pre-planned absences, no more than the following # per building and per the department district-wide can take PTO on the same day. At the discretion of the supervising administrator, the daily PTO limit may be exceeded due to extenuating circumstances.

All Buildings	District-wide
1	3

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.

Profit-Sharing Plan for Fund 50

All members of the School Nutrition department (those employees with at least 50% of their time coded to Fund 50) are eligible for the profit sharing*. The amount received by each employee will be allocated based on their years of service at the District (employees with longer tenure will receive a higher bonus). To receive a share of the profits, the employee must work through the last expected work day of the school year. Profit-sharing will only be distributed if the fund balance is in excess of the allowed amount by DPI and the profit distributed will not reduce the fund balance below the required level.

*Any employee that takes Leave Without Pay (LWOP) during the school year will automatically be disqualified from receiving a share of the profit. Any employee that takes LWOP while on approved ~~FMLA Family and Medical Leave (FMLA)~~ will not be disqualified.

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 approved by the building principal.

It is understood that the current practice of scheduling parent/teacher conferences, District, and faculty meetings will still be followed.

Teachers will have preparation time built into their daily schedule when at all possible.

Compensation

The District will follow the most current compensation model.

Paid Time Off

In reference to pre-planned absences, no more than the following # per building can take PTO on the same day. At the discretion of the supervising administrator, the daily PTO limit may be exceeded due to extenuating circumstances.

Building	Maximum Per Day
Elementary Schools (besides HA, ODY)	2
Hatley Elementary	1
Odyssey Elementary	1
Middle School	3
Junior High School	3
Senior High School	4
Idea School	1

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
Memorial Day

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.

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-students 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 Talent & Culture 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.

Notification

Talent & Culture will notify all teachers eligible (based on years of service and age) at the beginning of each school year.

Incentive

Teachers who complete and submit the irrevocable early retirement form to the Director of Talent & Culture by December 31st prior to the year of retirement will receive a \$~~1000~~~~750~~ incentive. ~~This is for retirees only. Resignations do not apply.~~ This incentive payment will be added to ~~their second payroll check in January.~~ a payroll check in late January or early February.

Teachers who complete and submit the irrevocable early retirement form to the Director of Talent & Culture by March 10th of the year in which the teacher wishes to retire will receive a \$500 incentive. This incentive payment will be added to a payroll check in late March or early April.

D.C. Everest Area School District Athletic & Activities Handbook

Senior High School

Junior High School

Middle School



REVISED: June 2024

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D.C. Everest District 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 society.

Philosophy

Athletics and co-curricular activities are an integral part of the D.C. Everest School District's educational program. They provide unique opportunities for students to promote their mental, physical, social, and emotional development. Athletics and co-curricular activities are valuable extensions of the traditional classroom providing students opportunities to develop and demonstrate character traits of respect, responsibility, self-discipline, integrity, and compassion. Everyone involved in D.C. Everest activities and athletics strives for excellence in preparation, performance, and sportsmanship and appreciates the community support of our programs. D.C. Everest students and their parents/guardians recognize that the privileges and benefits of participation depend on fulfilling the accepted responsibilities of participation.

Goals of Interscholastic Competitions

In participating in athletic or co-curricular programs, students have an opportunity not only to strive for the achievement of personal goals, but also to represent the D.C. Everest Area Schools and our community in interscholastic competitions or community events. This handbook has been developed with the input of students, parents, teachers, coaches, and administrators to define the philosophy, rules, and regulations for participation in athletics or co-curricular activities that are believed to be in the best interest of our students. Our goals for interscholastic competition and event participation are as follows:

- To provide activities for learning self-discipline, leadership skills, loyalty, team play, personal pride, pride in the organization, respect for the rights of others, and the will to succeed.
- To provide challenges for students through participation in interscholastic competition or management of school/community events.
- To provide activities that help to create school unity.
- To help students learn habits of health, sanitation, and safety.
- To promote friendship, both with teammates, opponents, and members of the community.
- To help students realize that participation in interscholastic competition or organized community events is a privilege with accompanying responsibilities.
- To place the unit, team, club, organization, squad, class, and school above personal desires.
- To promote the enjoyment of athletics and co-curricular activities by students through the satisfaction gained from self-improvement.

Responsibilities

The opportunity to participate in our interscholastic athletic programs or co-curricular programs is extended to all students who are willing to assume certain responsibilities. To be a credit to the student, the student's family, team, school, and community, the student should display high standards and exemplify good sportsmanship, show respect for others, accept academic responsibilities, actively support the athletic and activities code, help and encourage fellow students to do the same, and meet all eligibility requirements identified in this handbook and in the state organizational handbooks affiliated with the programs and activities the student participates in. It is the responsibility of each student to know and follow the rules and procedures listed.

Joining an Athletic or Co-Curricular Program

Attending the scheduled sign-up meeting for the sport or activity of your choice is strongly recommended and is the most convenient way to obtain information and necessary forms. The student should procure the following items from the coach, advisor, main office staff, or athletic director and return them to the main office or athletic director when completed:

1. (Athletes only) Athletic physical permit card or athletic alternate year card. An athlete must have a physical examination by a licensed physician every other year. (For the second year of the cycle an alternate year athletic permit card must be completed.)
2. Health Insurance (highly recommended).
3. A pledge agreement signed by both a parent/guardian and the student.
4. Emergency information card.
5. User or participation fee (if required).

No student may start practice, attend meetings, participate in competitions or receive any equipment until the items listed above are properly processed.

D.C. Everest Athletic Programs

<u>Boys</u>			<u>Girls</u>
Baseball (S)	8 – 12	Basketball (W)	7 – 12
Basketball (W)	7 – 12	Cross Country (F)	6 – 12
Cross Country (F)	6 – 12	Curling (W)	9 – 12
Curling (W)	9 – 12	Dance (F,W)	6 – 12
Football (F)	7 – 12	Golf (F)	9 – 12
Golf (S)	9 – 12	Hockey (W)	9 – 12
Hockey (W)	9 – 12	La Crosse (S)	9 – 12
Lacrosse (S)	9 – 12	Skiing/Snowboard (W)	9 – 12
Skiing/Snowboard (W)	9 – 12	Soccer (S)	7 – 12
Soccer (F)	7 – 12	Softball (S)	8 – 12
Swimming (W)	6 – 12	Swimming (F)	6 – 12
Tennis (S)	9 – 12	Tennis (F)	9 – 12
Track & Field (S)	6 – 12	Track & Field (S)	6 – 12
Wrestling (W)	6 – 12	Volleyball (F)	7 – 12
		Wrestling (W)	6 – 12

D.C. Everest Co-Curricular Programs

Anime Club	6-7, 10-12	Junior Optimist Club	6-7
Art Club	6-12	Key Club	10-12
Book Club	6-12	Knitting Club	10-12
Captain's Club	10-12	Literary Magazine	10-12
Checkers/Chess Club	6-7	Math Team	9-12
Dance	6-7	Mock Trial	10-12
DECA	10-12	Muay Thai Club	10-12
Environmental Club	6-12	Musical	6-12
FBLA	8-12	NHS	11-12
FCA	8-12	NJHS	8-9
FCCLA	8-12	Oral History Project	8-12
FFA	10-12	Outdoor Club	8-9
Fishing Team	10-12	Science Olympiad	8-9
Foods Club	8-9	SMART Club	10-12
For Ever-Greens	8-9	Solo & Ensemble	7-12
Forensics	6-12	Spelling Bee	6-7
French Club	6-7	Student Council	6-9
Gaming Club	8-12	World Language	6-7
GSA	10-12	YCLA/Culture Club	6-12
HOSA	10-12	Yearbook	6-9
		Yo-Yo Club	10-12

Any new or current activity/club not noted above will follow the regulations of this activities code.

Equal Education Opportunity Pupil Non-Discrimination Provisions

The privilege of a student to participate fully in co-curricular activities shall not be abridged or impaired because of sex, race, religion, ancestry, creed, sexual orientation, national origin, pregnancy, marital or parental status, financial status, physical, learning, mental, social/emotional disability, or handicap.

D.C. Everest Insurance/Injury Information

1. All students are recommended to be covered by health insurance before participating in a sport or activity, especially those activities that include travel away from the school district.
2. Student accident insurance is offered by D.C. Everest Area School District. Student accident insurance plan forms may be obtained from the office at each school.
3. All injuries must be reported immediately to the coach or advisor in charge who will refer the participant to the athletic trainer, the school nurse, or other appropriate person. The athletic trainer or nurse will, in turn, refer the participant to a physician, if any doubt exists as to the participant's personal safety.

D.C. Everest Coach/Advisor Expectations

In addition to the conduct rules listed in the following section, coaches/advisors will establish in writing other expectations approved by the administration for all students participating in that sport or activity. Any discipline involving suspension or dismissal from the sport or activity will be jointly established by the coach/advisor and athletic director. The coach/advisor will contact the student and parent(s)/guardian(s) if a suspension or dismissal is in order. Violations of the coach's/advisor's expectations are cumulative only during each season.

Coach's/advisor's expectations may address, but are not limited to:

practice rules and conduct, locker room rules, game/competition conduct, transportation conduct, equipment care, unacceptable language, dress code, personal appearance, hygiene, training hours or curfew, tardiness and absences from school and practices, attitude, lettering requirements, other

Because the expectations referred to above cover a multitude of possible violations with a varying degree of severity, the consequences may also be varied. It is the intent of the school district to apply appropriate consequences to violations. These consequences may vary from a verbal reprimand to the loss of eligibility for the remainder of the current season or activity.

1. If a student has an athletic/activity code violation after the competitive season, but prior to the awards program, that student will not receive his/her awards until the suspension has been served.
2. A student-athlete may participate in multiple sports (2 max) per season with the approval of both coaches involved. However, the athlete must declare their primary sport prior to participation in either sport. Once the athlete has declared their primary sport, they must participate in all scheduled competitions for that declared sport unless mutually agreed by both coaches.
3. The district will not always provide transportation to athletic practice sites off campus.

Teams/Participants are required to travel to and return from contests on transportation provided by the school.

Any personal exceptions need prior approval/communication with the appropriate administrator and/or coach. On occasion, transportation may not be provided to or from contests in the Greater Wausau Area, in these situations, parents/guardians will be responsible to get their students to and from these events.

The only exception to this rule is if a parent/guardian is at the out-of-town site, he or she may request that the student return with the parents/guardians. This request must be made in writing and in person to the coach/advisor in charge.

4. If a physician holds or removes a student from competition or practice, the coach/advisor must receive clearance from a physician before the student can participate in practices, meets, games, meetings, or events.
5. (Athletics only) A student-athlete may not go out for a sport to serve a suspension after two weeks of the start of the season. A student-athlete who is ineligible may, with the approval of the head coach and athletic director, go out for a sport after the first two weeks of the season, but will have to serve the suspension in that sport and in the next sport he/she goes out for.

Effective Communication and Problem Solving

When a question, concern, or complaint regarding an athletic situation arises, the following protocol is most effective in resolving issues:

- 1) Student Participant to Coach/Advisor**
- 2) Parent and Student Participant to Coach/Advisor (If necessary)**
- 3) Parent and Student Participant to Athletic Director (If necessary)**
- 4) Parent and Student Participant to Principal (If necessary)**
- 5) Parent and Student Participant to Director of Secondary Education (If necessary)**

- Please refer to Coach's/Advisor's Expectations before making the first contact to review what has been signed and agreed to.
- Start with the source. Talk directly with the coach/advisor of that level, in private, face-to-face, away from the practice or contest area. An email or phone call may be necessary to arrange an appointment.
- All concerns must be heard at the lowest level possible before intervention by a higher authority. Other student athletes cannot be a part of the conversation.
- We assume that all parties have the best interest of our students in mind when concerns/complaints are discussed.

D.C. Everest Academic Eligibility

Student participation in athletics and co-curricular activities is viewed as an integral component of the learning process at D.C. Everest, and for this reason our eligibility policy is intended to be motivational in design rather than disciplinary. D.C. Everest's eligibility policy for interscholastic athletics and co-curricular programs is designed to ensure that academic learning and achievement remain the top priority for every student.

Interventions and academic supports systems such as Extended Learning Time (ELT) and remediation are designed to support and reinforce academic progress. Teachers and coaches are encouraged to use these support systems to assist students in maintaining sufficient academic progress in all classes.

Participants are ultimately responsible for their learning and are encouraged to maintain healthy communication with their teachers, coaches/advisors, and parents regarding academic progress. Grade progress checks will be made by the Athletic Director at the end of each grading period.

D.C. Everest Additional Rules of Eligibility

1. If a student has more than one failing grade at the conclusion of any quarter or semester grading period, upon detection, that student will be suspended for a period of 15 school days from athletic competitions or co-curricular activity special events. (Fall Sports - the lesser of 21 calendar days beginning with the date of earliest allowed competition in a sport or one-third of the maximum number of games/meets allowed in a sport). After the 15 or 21 calendar days grades will be run again to determine if they are now eligible. (Middle School LP = D, NE = F)
2. If a student has more than one incomplete, or one incomplete and any failing grades, at the conclusion of any quarter or semester grading period, upon detection, that student will be suspended for a period of 15 school days from athletic competitions or co-curricular activity special events. A student regains eligibility immediately if incompletes are made up within two weeks after a grade-reporting period. After the 15 or 21 calendar days grades will be run again to determine if they are now eligible.
3. If a student is ineligible due to grades, the student will not be excused from school for competition or riding a bus to an away event unless the student is passing all classes.
4. A student serving an academic or conduct suspension may not dress for pre-game, games, meets, or participate in a co-curricular activities, meetings, or events.
5. A student must be in school the full day in order to participate in games, meets, practices, or to participate in co-curricular activity meetings or events.
6. A student may be excused for doctor, dentist, therapy appointments, or absences approved by the athletic director or principal.
7. A student athlete must attend all practices during a suspension and follow the coach's expectations. Students who participate in co-curricular activities are approved to attend all co-curricular activity meetings during a suspension.
8. Each student is responsible for the school equipment issued him/her. All lost equipment must be paid for by the student to whom it was issued before further participation in athletics or co-curricular activities will be permitted. Any student having equipment not issued to that student faces an Athletic or Activities Council review.
9. A student is expected to dedicate the time specified for practice by the coach/advisor. Regular attendance is required.
10. If the number of students trying out for a sport/activity is more than the facilities and equipment can reasonably and safely accommodate, selection will be made by the coaching/advisory staff based on previous participation, ability, attitude, and work ethic.
11. Students who are dropped from an activity or sport for disciplinary reasons or who quit an activity or sport will not be refunded the registration fees.

Awards

1. An awards program for each team or co-curricular program will be held at the conclusion of each season. The D.C. Everest awards are presented in recognition of athletic or co-curricular program accomplishments.
2. The student must finish the season or program in good standing in order to qualify for an award. Under special or unusual circumstances, the coach/advisor may recommend an award be given even though the specific award requirements are not met.
3. A student who fulfills the varsity letter requirements of the program will receive a chenille "E" letter. The coach/advisor may recognize outstanding accomplishments in each sport or co-curricular activity by presenting the Most Valuable and Most Improved awards. Other awards such as memorials and scholarships are presented according to the criteria established by the donors.
4. Club sport athletes may letter if they adhere to the rules in the D.C. Everest Athletic & Activities Handbook, which include the WIAA eligibility requirements. Any deviation from these rules must have school board approval. The club sport advisor will administer and monitor these rules and regulations with guidance from the athletic director and principal.
5. Awards Nomination Process: (Athletics)

For those sports in which coaches are responsible for nominating their student-athletes for recognition for post-season awards and honors, the following guidelines will be followed:

A code violation will result in the loss of any recognition/award for that activity if the offense occurs before the awards. In-season violations will remove the individual from nomination or receipt of any awards for that sport/activity. If a suspension is carried over to another season, the student will only be penalized in the original season.

Note: Conference by-laws or coaches' expectations germane to their sport may be more restrictive. Sports in which the nomination process is presently used for selection for Conference Awards: Volleyball, Football, Basketball, Tennis, Soccer, Hockey, Baseball, Softball.

D.C. Everest Code of Conduct

Training rules are established for the best interests of the students, team, and activity groups. The student who complies with these rules demonstrates a desire to dedicate him/herself to self-improvement as well as to act in the best interest of his/her team, activity group, and school. All students must observe year-round training rules, refraining from any conduct at any time that would reflect unfavorably on him/herself or the school.

Substance

Such conduct includes, but is not limited to, sale, possession, or illegal use of illicit drugs, prescription medications, alcoholic beverages, tobacco and nicotine products (including smoking and chewing tobacco, e-cigarettes, vapor pens, and hookahs), and banned substances listed by the WIAA.

Conduct Unbecoming

Conduct Unbecoming of an athlete or co-curricular participant may include, but is not limited to:

- 1) a violation of law;
- 2) vandalism;
- 3) attending parties in which alcohol or other drugs are present;
- 4) disrespect to school authorities;
- 5) violation of school rules including hazing or harassment;
- 6) immoral conduct: racial, sexist, and ethnic comments or other intimidating acts directed at classmates, teammates, officials, opponents or coaches;
- 7) inappropriate use of the Internet or other technology devices including derogatory statements about officials, opponents, coaches, team members, and peers;
- 8) hindering an investigation of an alleged incident by providing false or misleading information.

Penalties for Violations

Participation in interscholastic competitions is a privilege and failure to abide by the established rules may result in withdrawal of that privilege. A student reported for a violation of any of the training, eligibility or conduct rules may be required to appear before the Athletic or Activities Council. Any such appearance before the Athletic or Activities Council shall be conducted in accordance with the procedures described in this handbook. All penalties will be imposed under the jurisdiction of the Athletic or Activities Council. Students who participate in athletics and co-curricular activities may receive disciplinary consequences in both activities. Suspensions imposed under the athletic code will be served in an athletic activity, and suspensions imposed under the activities code will be served in the co-curricular activity.

Substance Violations

1. (Athletics only) A first violation will result in suspension from the team for not less than 30% of the season the student-athlete is participating in or the next season the student-athlete participates in if he/she is currently not participating in a sport. If the student-athlete is honest and cooperative in the Athletic Council meeting, the 30% suspension may be reduced to 20%.
2. (Athletics only) A second violation will result in suspension from the team for not less than 50% of the season the student-athlete is participating in or the next season the student-athlete participates in if he/she is currently not participating in a sport. The maximum penalty will be one calendar year.
3. (Co-curricular participants only) First and second violations of substance abuse violations will result in Activity Council hearings. Consequences will be determined by the Activity Council based on the circumstances of each individual case.
4. A third violation will result in suspension from all athletics or co-curricular activities for the remainder of the student's enrollment in the D.C. Everest School District. A student-athlete may request an Athletic or Activities Council review after one full calendar year from his/her last code violation, if during that time of suspension the student has remained free from any additional handbook violations.

5. Students hindering the investigation of an alleged incident by giving false or misleading information may be subject to receiving the minimum next penalty level or the possibility of losing their eligibility permanently.
6. A student must be eligible for the games, meets, or special events in order to serve a suspension.
7. Substances classified or presented as “look-alikes” shall be considered and responded to as if they were, in fact, the actual chemicals or restricted substances.
8. If the suspension comes at the end of a sport season, the student will serve the remaining portion of the suspension in the next sport season that the student goes out for. Students involved in co-curricular activities will serve the suspension during the next co-curricular activity the student participates in. No school awards will be given until the remaining portion of the suspension is served and the student finishes the season or activity in good standing.
9. (Athletes only) If the suspension results in a student being suspended for one or more WIAA tournament competitions, the athlete shall be disqualified for the remainder of total tournament series in that sport.
10. If a student does not finish the season or activity in good standing, the suspension in its entirety will be served during the next sport season or activity the student goes out for. “Good Standing” means the student must complete the season or activity to the head coach’s or advisor’s expectation and standards.
11. Any record of code violations will be expunged from a student’s code violation file if the student remains free of code violations for three full calendar years from the last recorded violation. At this time, the student will be given a clean slate and the next violation will be considered the student’s first.

Conduct Unbecoming Violations

For conduct unbecoming violations (excluding substance violations), the Athletic or Activities Council shall determine consequences, if any, depending on the nature of the violation and the number of offenses that the student has committed.

School Disciplinary Suspensions

1. If a student has been suspended “in school”/directed studies or serves a Saturday detention, he/she will be allowed to practice, but will not be allowed to dress or participate in any meet, game, or competition on that day. If the suspension occurs on a Friday, he/she will be allowed to participate in a Saturday event.
2. If a student has been suspended “out of school,” he/she will not be allowed to participate in the team’s or group’s activities (including practices and meetings) during the entire suspension. If the suspension occurs on a Friday, the student will not be allowed to participate or dress for a Saturday event or practice.

The Athletic and Activities Council

The D.C. Everest Senior/Junior High/Middle School Athletic/Activities Councils are composed of the following: the principal, a counselor or assistant principal, the athletic director, the head coaches/advisors involved with the student-athlete and one coach elected for a one-year term by his/her coaching peers.

The Athletic or Activity Councils shall meet as often as necessary and will take action in a fair and impartial manner. Minutes of the meeting will be recorded and kept by the athletic director. The Senior High Athletic or Activities Councils will deal with students who participate in programs at the Senior High and violate the code of conduct. The Junior High/Middle School Athletic or Activities Councils will deal with students who participate in programs at the Junior High or Middle School and violate the code of conduct.

If the Athletic or Activities Councils cannot meet prior to the game, meet, event, or awards night that the student is participating in, the Athletic Director or the Principal may suspend the student from participation or from receiving any award. The student and parent/guardian will be notified prior to the event.

Any game, meet, or event suspensions that occur prior to the council meeting will be included in the total suspension that the student must serve.

In all cases involving the Athletic or Activities Councils, the student shall have a fair hearing, and the following process shall be used:

- The student and parent(s) will be informed in writing of the nature of the accusation.
- A student shall be entitled to a fair hearing before the Athletic or Activities Council. A student who commits a substance abuse violation, may choose to opt out of the Athletic or Activities Council meeting and accept the percentage penalty that is appropriate for that violation as assigned by the athletic director. Parents/Guardians or other representatives of the student's choice may attend the hearing on the student's behalf.
 - Council Agenda
 - Director of Athletics introduces participants.
 - Director of Athletics informs Council of violation(s).
 - Student presents their comments.
 - Parents/Guardians may comment.
 - Council may ask questions of student.
 - Final thoughts of any participants.
 - Student and Parents/Guardians are dismissed.
 - Council discusses any consequences.
 - Director of Athletics informs student and Parents/Guardians of results of Council.
- If a student wishes to appeal the decision of the Athletic or Activities Council, he/she may file the appeal with the Director of Secondary Education within ten days of the decision. Appeals will be considered for procedural or process matters only.
- The student will remain ineligible during the time of the appeal.

Athletic Code of Conduct for Parents and Guardians

I pledge to be responsible for my words and actions while attending any interscholastic sporting event and shall conform my behavior to the following code of conduct:

1. I will not engage in unsportsmanlike conduct with any coach, parent, player, participant, official or any other attendee.
2. I will not encourage my child, or any other person, to engage in unsportsmanlike conduct with any coach, parent, player, participant, official or any other attendee.
3. I will not engage in any behavior which would endanger the health, safety or well being of any coach, parent, player, participant, official or any other attendee.
4. I will not encourage my child, or any other person, to engage in any behavior which would endanger the health, safety or well being of any coach, parent, player, participant, official or any other attendee.
5. I will not engage in social media bashing of coaches, parents, players or officials.
6. I will not encourage my child to engage in social media bashing of coaches, teammates, opponents and officials.
7. I will treat my coach, parent, player, participant, official or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation or ability.
8. I will encourage my child to treat any coach, parent, player, participant, official or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation or ability.
9. I will not engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official or any other attendee.
10. I will not encourage my child, or any other person, to engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official or any other attendee.
11. I will not initiate a fight or scuffle with any coach, parent, player, participant, official or any other attendee.
12. I will not encourage my child, or any other person, to initiate a fight or scuffle with any coach, parent, player, participant, official or any other attendee.
13. I will follow the Athletic Handbook Communication and Problem Solving steps and communicate with coaches, athletic directors and school administrators when appropriate.

I hereby agree that if I fail to conform my conduct to the foregoing while attending an interscholastic sporting event or outside of sporting events, I will be subject to disciplinary action, including but not limited to the following in any order or combination:

1. Verbal warning issued by an athletic director or designee.
2. Written warning issued by an athletic director.
3. Suspension or immediate ejection from an interscholastic sporting event issued by an athletic director or designee.
Possible referral to the local law enforcement agency.
4. Suspension from multiple interscholastic sporting events issued by the principal.
Possible referral to the local law enforcement agency.
5. Season suspension or multiple season suspension issued by the Superintendent of Schools or designee.
Possible referral to the local law enforcement agency.

Parent(s)/Guardian(s) or Student Confidential Self-Referral to Student Services

A student or his/her parent(s)/guardian(s) may seek help through a school counselor. The school counselor will work with the student in strict confidence and may make an appropriate referral. Nothing will be communicated to the coach or administration. The student-athlete will be allowed to continue to participate in practices and contests while in an assistance program. However, if a coach, advisor, or administrator independently learns of a violation, penalties will be imposed.

CO-CURRICULAR PARTICIPATION FEES		
NO FEE		TIER I (\$55)
All 6-8th Grade Activities (boys & girls) Basketball Football *Please note individual athletic teams and clubs may have additional fees. Cross Country Soccer Track Swimming Volleyball Wrestling	9-12 Activities (boys & girls) Lacrosse Swimming Cross Country Golf Ski/Snowboard Tennis Track & Field Volleyball Curling	
TIER II (\$65)		TIER III (\$75)
9-12 Activities (boys & girls) Baseball Dance (each season) Soccer Softball	9-12 Activities (boys & girls) Football Basketball Hockey (girls) Wrestling	
TIER IV (\$325)		\$10 FEE
9-12 Activities (boys & girls) Boys Hockey (\$75 + \$250 ice fees)	FFA FBLA DECA	FCCLA Forensics Mock Trial Musical

From: [Michael Mathies](#)
To: [Ellen Suckow](#)
Subject: Re: Document shared with you: "2024 - 2025 Athletic Handbook.docx"
Date: Tuesday, June 11, 2024 9:52:11 AM
Attachments: [image001.png](#)
[image004.png](#)
[image005.png](#)

Page 4:

DC Everest Athletic Programs

Baseball (S) 8-12

Page 7:

DC Everest Academic Eligibility

Last Line: Should Delete

“Grade progress checks will be made by the Athletic Director twice per quarter prior to the end of the quarter to identify students in need of additional academic support.”

ReWord?

Grade progress checks will be made by the Athletic Director at the end of each grading period.

Page 8

DC Everest Additional Rules of Eligibility

ADD to #1 or make another number

1.5 “After the 15 or 21 calendar days grades will be run again to determine if they are now eligible” Or something to this effect.....I had a question this year that it doesn’t state they have to be passing after that point..

Under Academic Eligibility: We need to add Middle School Level Language since they use different letters.

Middle School Language: The grades at the middle school will reflect as stated below when it is time to determine academic eligibility.

LP = D

NE = F

When looking at academic eligibility

Parent Code of Conduct to add: Page 13

Mike Mathies
Athletic Director - D.C. Everest Senior High
715-359-6561 ext 4400
#CarryTheE
PRIDE in being an EVERGREEN, PASSION to COMPETE

"If you want to achieve that which has never been achieved...then you must work harder than anyone has ever worked" (Anon)

From: Ellen Suckow <esuckow@dce.k12.wi.us>
Sent: Tuesday, June 11, 2024 9:46 AM
To: Michael Mathies <mmathies@dce.k12.wi.us>
Subject: RE: Document shared with you: "2024 - 2025 Athletic Handbook.docx"

Thanks Mike. Can you tell us briefly what has changed?

Ellen Suckow
Executive Assistant to the Superintendent & School Board
D.C. Everest Area School District
6100 Alderson Street
Weston, WI 54476
(715) 359-4221, ext. 1220



The D.C. Everest School Board does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes") in any of its student programs and activities. The following staff are designated to receive inquiries regarding the non-discrimination policies: Sarah Trimner, Director of Talent and Culture, 6100 Alderson Street, Weston, WI 54476, (715) 359-4221, ext.

From: Michael Mathies (via Google Docs) <drive-shares-dm-noreply@google.com>

Sent: Tuesday, June 11, 2024 9:40 AM

To: Ellen Suckow <esuckow@dce.k12.wi.us>

Subject: Document shared with you: "2024 - 2025 Athletic Handbook.docx"

Michael Mathies shared a document



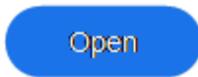
Michael Mathies (mmathies@dce.k12.wi.us) has invited you to **view** the following document:



Ellen,

Here is the Athletic Code Handbook proposal for 2024-25 School year for Board Approval. A few minor changes.

[2024 - 2025 Athletic Handbook.docx](#)



[Open](#)

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA
You have received this email because mmathies@dce.k12.wi.us shared a document with you from Google Docs.





Book	Policy Manual
Section	First Reading by Board
Title	AUTOMATED EXTERNAL DEFIBRILLATORS (AED)
Code	po8452
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 1, 2021

8452 - **AUTOMATED EXTERNAL DEFIBRILLATORS (AED)**

AED defibrillators are public access devices to be used by district and non-district staff in the event of a cardiac emergency. The district owns multiple AED devices that are placed in all district facilities learning environments. The AED Coordination Team will work with individual building administrators to place the AED devices in public access locations within the school. The district will follow American Red Cross, American Heart Association, and/or another nationally recognized CPR/AED program to provide training. Training is open to all district staff and students. It is recommended that only persons trained in AED use should operate the AED during an emergency.

The AED Coordination Team will notify the nearest emergency medical services department of the following information: the type of AED; the location of the AED in the schools; the intended use of the AED and the owner of the AED.

The AED device performs periodic self-tests to ensure continual readiness. In addition to the self-checks, the supervisor of custodial services will issue a work order for custodial staff to check the AED device ~~two times a month at 2-week intervals when the building is operational. For district schools that are shut down for the summer, AED checks will be deferred until the custodians return in August.~~ monthly. Custodial staff will check each AED:

- A. Verify that the green check mark is displayed in the status window indicating the device is ready to use.
- B. Custodial staff will call the district nurse if a red "x" is displayed in the window indicating that the device failed the self-test and is not ready to use.
- C. The expiration date on the electrode pads.
- D. The electrode cables are connected to the AED device.
- E. The battery expiration date.
- F. The device works by turning the device on and off.
- G. ~~The Athletic Directors will maintain the portable AED devices used at athletics as outlined above.~~

AED Devices for Athletics

The Athletic Directors will maintain the portable AED devices used at athletic events as outlined above. In addition, portable AED devices will be placed at D.C. Everest athletic complexes from March to November. During pre-season athletic coaches' meetings, coaches will be reminded of the location of all portable AED devices.

~~The Athletic Director will maintain the portable AED devices used at athletics as outlined above.~~

~~Members of the AED Coordination Team will check all of the district AED devices each semester verifying the readiness state. The team will check:~~

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- ~~A. The green check is visible indicating the device is ready to use~~
- ~~B. The expiration date on the electrode pads~~
- ~~C. That the electrode cables are connected to the AED device~~
- ~~D. The battery expiration date~~
- ~~E. That the device works by turning the device on and off~~
- ~~F. The Athletic Directors will maintain the portable AED devices used at athletics as outlined above.~~

~~Each school has access to the manufacturer's AED Plus Administrator's Guide, regarding the use of the AED device for a cardiac emergency.~~

After the use of an AED, **the Director of Student Services will be notified.** ~~m~~ Members of the AED Coordination Team will review the incident and procedures followed to provide care. Neither the properly trained rescuer and/or district will be held ~~civility~~ **civility** liable for their acts of omissions in rendering good faith emergency care to an **adult individual** who appears to be in cardiac arrest. ~~—having no signs of life (no breathing, no chest movement, and/or no pulse.)~~

In accordance with Wisconsin Statute 118.076(3)(b), students in grades seven (7) to twelve (12) will be provided instruction about automated external defibrillators (see Policy 2413 - Health Education).

Revised 10/25/17

© **Neola 20204**

Legal 118.076, Wis. Stats

895.48, Wis. Stats.

Last Modified by Ellen Suckow on May 31, 2024

DCE School Board Members -

Thank you for the lovely recognition event! It has been a privilege to be part of the DC Everest School District for my teaching career! The opportunities and support you have shared make me proud to be an Evergreen. Thank you again for the gifts and celebration.

Sincerely -
Lori LaPorte

Casey + School board -

Thank you for the
Chamber of Commerce gift
card recognizing my 25 years
in the District. I appreciate
the support during my tenure
at D.C. Everest.

Sincerely,
Karl Hogg

Thank you for
the donation to the
Alzheimer's Association
in memory of my
mom!

Your generosity is
greatly appreciated!
Lori LaPorte

Thank you for your
thoughts, prayers and kindness
during this difficult time

From the family of

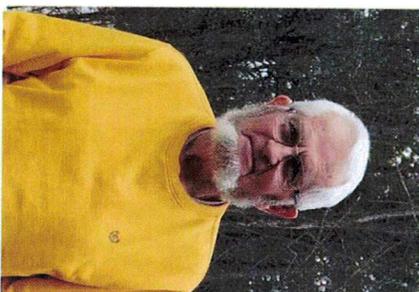
Janice Kamps

(mother of Lori LaPorte)

IN LOVING

Memory

OF



JEROME "JERRY" RAVEY

NOVEMBER 21, 1942 - MAY 18, 2023



Our Sincere
Gratitude

Words cannot express how deeply we appreciate all of the love, kindness and support we have received during this time of loss.

As you may know, Jerry was scheduled to go on the Never Forgotten Honor Flight this September. While our hearts are broken that he never had that opportunity to make this trip, we have combined the gifts donated in memory of Dad and will be able to sponsor another veteran for their trip of a lifetime.

Whether you kept us in your thoughts and prayers, gave a memorial donation, sent a card or supported us with your presence at the memorial service, your love and kindness brought us great comfort and will always be remembered.

Thank you for remembering
our family at this time.
Photo Tracy + Tim Favey